



 COUNTY OF SANTA CRUZ

GENERAL SERVICES DEPARTMENT

701 Ocean Street, Suite 330, Santa Cruz, Ca 95060-4073
 (831) 454-2210 FAX: (831) 454-2710 TDD: (831) 454-2123

BOB WATSON, Director

March 25, 2002

Agenda: April 9, 2002

Board of Supervisors
 County Of Santa Cruz
 701 Ocean Street
 Santa Cruz, CA 95060

Intercom System In Main Jail Housing Units

Members of the Board,

As your Board is aware, the County has been working on several fronts to improve security systems at the Main Jail. Through specific grant funded and previously approved plant projects, much has been accomplished, resulting in considerable improvements to facility security for staff, inmates and visitors.

In the FY 2001/2002 budget, Criminal Justice Construction Funds totaling \$92,000 have been appropriated in the General Services Department and the Capital Projects Plant budget for the acquisition and installation of an intercom system in the Main Jail J, K and Q housing units. This project will address the necessity of immediate, reliable communications for emergency and regularly controlled conditions at the Jail that were identified as new grant funded Jail security components were being installed during the past year.

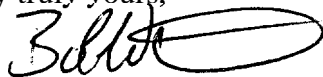
Because this project is funded with non-General Funds and because of the security issues involved, we are recommending that the County proceed with this project. The requirement for full integration of the new intercom components with the recently installed electronic security enhancements at the facility support the staff recommendation to sole source this project to Norment Security Group Inc. Norment has served as the prime contractor for the security upgrade work at the Main Jail, completed over the past three years under the auspices of the Federal Violent Offender Incarceration Grant and has proven to be both cost effective and timely in meeting their contractual obligations at what is a logistically difficult site. Both the Sheriffs Office and the General Services Department staff recommend Norment without reservation. Most importantly, Norment's knowledge of the design of the existing communication system along with a comprehensive understanding of the facility's infrastructure and program requirements will ensure that the new equipment and its installation will not compromise the efforts made to date for significantly improving the Jail's security.

Of the \$92,000 in available Criminal Justice Construction Fund financing for this project, \$78,000 is currently available in the Capital Project budget (index 191120 subobject 6610) and another \$14,000 is available in the General Services Building Maintenance Budget. It is recommended that your Board combine the two funding sources into the Capital Project Budget. This can be accomplished by adopting the attached resolutions which cancel \$14,000 in appropriations in the General Services Building Maintenance Budget and transfer these appropriations to the Capital Projects Budget. Also attached are both the Independent Contractor Agreement and the Norment proposal to complete the Main Jail Housing Intercom Project at a cost not to exceed \$91,756 following your Board's approval in accordance with the County's purchasing procedures.

It is therefore Recommended that your Board:

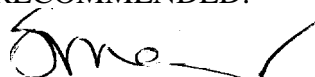
1. Adopt the attached Resolution cancelling \$14,000 in revenues and appropriations in the General Services Building Maintenance budget;
2. Adopt the attached Resolution increasing revenues and appropriations in the amount of \$14,000 in the Capital Project Criminal Justice Construction Fund; and
3. Authorize the General Services Department to enter into an agreement with Norment Security Group for the acquisition and installation of **an** intercom system for select housing units in the Main Jail for a cost not to exceed \$91,756.

Very truly yours,



Bob Watson
General Services Director

RECOMMENDED:



Susan A. Mauriello
County Administrative Officer

Attachments:

Independent Contractor Agreement
ADM 29
AUD-60 Resolution
AUD 61 Resolution

cc: Auditor Controller
Sheriffs Detention
General Services Department
Norment Security Group

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

0180

RESOLUTION NO. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION CANCELING ESTIMATED REVENUES AND APPROPRIATIONS

WHEREAS, the Board of Supervisors of the County of Santa Cruz adopted by resolution certain estimated revenues and appropriations for the final budget: and

WHEREAS, certain of the estimated revenues will now not be realized; and

WHEREAS, pursuant to Government Code Section 29126.1, the Board of Supervisors may cancel any unused appropriation in whole or in part upon determining that the source of funding will be unrealized in whole or in part;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Auditor-Controller cancel estimated revenues in the amount of \$14,000 in

Department GENERAL Services- Building Maintenance

| T/C | Index Number | Revenue Subobject Number | Account Name | Amount |
|-----|--------------|--------------------------|------------------------------------|----------|
| 002 | 333100 | 0382 | Criminal Justice Construction Fund | \$14,000 |

and that appropriation be cancelled as follows:

| T/C | Index Number | Expenditure subobject Number | PRJ/UCD | Account Name | Amount |
|-----|--------------|------------------------------|---------|-------------------------------|----------|
| 022 | 333100 | 3405 | G17017 | Plant Projects Under \$25,000 | \$14,000 |

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and are sufficient to allow entering in the County records.

By [Signature]
Department Head

Date 3-25-02

COUNTY ADMINISTRATIVE OFFICER

☒ Recommended to Board☐ Not Recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz,
state of California, this _____ day of _____ 19____
by the following vote (requires three-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

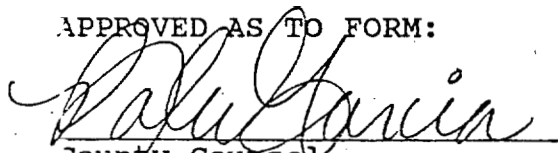
ABSENT: SUPERVISORS

Chairperson of the Board

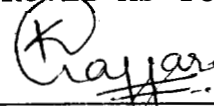
ATTEST:

Clerk of the Board

APPROVED AS TO FORM:


County Counsel

APPROVED AS TO ACCOUNTING DETAIL:

 03/26/02
Auditor-Controller

Distribution:

Auditor-Controller
county Council
County Administrative Officer
Originating Department

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

0182

RESOLUTION NO. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

WHEREAS, the County of Santa Cruz is a recipient of funds from Criminal Justice Construction Fund for Main Jail Intercom Installation program; and

WHEREAS, the County is recipient of funds in the amount of \$ 14,000 which are either in excess of those anticipated or are not specifically set forth in the, current fiscal year budget of the County; and

WHEREAS, pursuant to Government Code Section 29130(c)/29064(b), such funds may be made available for specific appropriation by a four-fifths vote of the Board of Supervisors.

NOW, THEREFOR, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller accept funds in the amount of \$ 14,000 into

Department Capital Projects- 259 Water Street

| TIC | index Number | Revenue Subobject Number | Account Name | Amount |
|------|--------------|--------------------------|--|----------|
| 00 1 | 191120 | 0382/Q17016 | Criminal Justice Construct.- ion Fund | \$14,000 |

and that such funds be and are hereby appropriated as follows:

| TIC | index Number | Expenditure Subobject Number | PRJ/UCD | Account Name | Amount |
|------|--------------|------------------------------|---------|----------------------------|----------|
| 02 1 | 191120 | 6610 | Q17016 | Structures & Improvement!; | \$14,000 |

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been) (will be) received within the current fiscal year.

By Bolero
Department Head

Date 3-25-02

COUNTY ADMINISTRATIVE OFFICER

☒ Recommended to Board
☐ Not Recommended to Board

ctf

0183

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz,
State of California, this _____ day of _____ 19_____
by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

Harvey A. Oberkromer
County Counsel

APPROVED AS TO ACCOUNTING DETAIL:

K. Rayan 03/26/02
Auditor-Controller

Distribution:

Auditor-Controller
County Counsel
County Administrative Officer
Originating Department

**COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT**

0179

To: **Board of Supervisors**
County Administrative Office
Auditor Controller

FROM: General Services (Department)

BY: [Signature] (Signature) 3-25-02 (Date)
Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One)

Expenditure Agreement ☐

Revenue Agreement ☐

The Board of **Supervisors** is hereby requested to approve the attached agreement and authorize the execution of same.

1. Said agreement is between the General Services Department (Department/Agency)
and Norment Security Group, 6144 B Industrial Way, Livermore, CA 94550 (Name/Address)
2. The agreement will provide contractor services to install an intercom systeme at the Main Jail Housing Units J, K, and Q. Norment will also provide the intercom system.
3. Period of the agreement is from April 9, 2002 to Project completion
4. Anticipated Cost is \$ 91,756 ☐ Fixed ☐ Monthly Rate ☐ Annual Rate ☒ Not to Exceed

Remarks: _____

5. Detail: ☐ On Continuing Agreements List for FY _____ . Page CC-_____ Contract No: _____ OR ☐ 1st Time Agreement
- ☐ Section II No Board letter required, will be listed under Item 8
☒ Section III Board letter required
☐ Section IV Revenue Agreement

6. Appropriations/Revenues are available and are budgeted in 191120/Q17016 (Index) 6610 (Sub object)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACHED COMPLETED AUD-74 OR AUD-60

Appropriations are available and have been encumbered.
are not will be

Contract No: 12742

By: [Signature]
Auditor-Controller Deputy

Date: 03/26/02

Proposal and accounting detail reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize

General Services (Dept/Agency Head) to execute on behalf of the County
(Department/Agency)

By: [Signature]
County Administrative Office

Distribution:

Board of Supervisors - White
Auditor Controller - Canary
Auditor-Controller - Pink
Department - Gold

State of California
County of Santa Cruz

I, _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
State of California, do hereby certify that the foregoing request for approval of agreement was ap-
proved by said Board of Supervisors as recommended by the County Administrative Office by an
order duly entered in the minutes of said Board on _____ 20____

ADM - 29 (8/01)
Title I, Section 300 Proc Man

By: Deputy Clerk

AUDITOR-CONTROLLER USE ONLY

| | | | | | | |
|---------------------|-----------|-------|------------|-----------|------|--|
| CO _____ | \$ _____ | | | | | |
| Document No. | JE Amount | Lines | H/TL | Keyed By | Date | |
| TC110 _____ | \$ _____ | | | | | |
| Auditor Description | Amount | Index | Sub object | User Code | | |

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Contract No. _____

INDEPENDENT CONTRACTOR AGREEMENT

THIS CONTRACT is entered into this 9th day of April, 2002, by and between the COUNTY OF SANTA CRUZ, hereinafter called COUNTY, and Norment Security Group, hereinafter called CONTRACTOR. The parties agree as follows:

1. **DUTIES.** CONTRACTOR agrees to exercise special skill to accomplish the following results: **Furnish and install an intercom system for J, K and Q units at the Main Jail according to attached specifications which are hereby incorporated into this agreement.**

See "ATTACHMENT A-1" Letter to Lt. Bradley dated November 6, 2000 (one page.)

See "ATTACHMENT A-2" Letter to Lt. Bradley dated March 5, 2001 (two pages.)

See "ATTACHMENT A-3" Product specifications sheets (eighteen pages.)

2. **COMPENSATION.** In consideration for CONTRACTOR accomplishing said result, COUNTY agrees to pay CONTRACTOR as follows:

Amount not to exceed \$91,756.

See "ATTACHMENT B-1" Letter to Sue Hibbs dated November 1, 2001 (two pages.)

3. **TERM.** The term of this contract shall be: April 9, 2002 through project completion.

4. **EARLY TERMINATION.** Either party hereto may terminate this contract at any time by giving thirty (30) days written notice to the other party.

5. **INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.** CONTRACTOR shall exonerate, indemnify, defend, and hold harmless COUNTY (which for the purpose of paragraphs 5 and 6 shall include, without limitation, its officers, agents, employees and volunteers) from and against:

A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which COUNTY may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage to property as a result of, arising out of, or in any manner connected with the CONTRACTOR'S performance under the terms of this Agreement, excepting any liability arising out of the sole negligence of the COUNTY. Such indemnification includes any damage to the person(s), or property(ies) of CONTRACTOR and third persons.

B. Any and all Federal, State and Local taxes, charges, fees, or contributions required to be paid with respect to CONTRACTOR and CONTRACTOR'S officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, social security and payroll tax withholding).

6. **INSURANCE.** CONTRACTOR, at its sole cost and expense, for the full term of this Agreement (and any extensions thereof), shall obtain and maintain at minimum compliance with all of the following insurance coverage(s) and requirements. Such insurance coverage shall be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be excess of CONTRACTOR'S insurance coverage and shall not contribute to it.

If CONTRACTOR utilizes one or more subcontractors in the performance of this Agreement, CONTRACTOR shall obtain and maintain Independent Contractor's Insurance as to each subcontractor or otherwise provide evidence of insurance coverage from each subcontractor equivalent to that required of CONTRACTOR in this Agreement, unless CONTRACTOR and COUNTY both initial here ____/____.

A. Types of Insurance and Minimum Limits

(1) Worker's Compensation in the minimum statutorily required coverage amounts. This insurance coverage shall not be required if the CONTRACTOR has no employees and certifies to this fact by initialing here _____

(2) Automobile Liability Insurance for each of CONTRACTOR'S vehicles used in the performance of this Agreement, including owned, non-owned (e.g. owned by CONTRACTOR'S employees), leased or hired vehicles, in the minimum amount of \$500,000 combined single limit per occurrence for bodily injury and property damage. This insurance coverage shall not be required if vehicle use by the CONTRACTOR is not a material part of performance of this Agreement and CONTRACTOR and COUNTY both certify to this fact by initialing here ____/____.

(3) Comprehensive or Commercial General Liability Insurance coverage in the minimum amount of \$1,000,000 combined single limit, including coverage for: (a) bodily injury, (b) personal injury, (c) broad form property damage, (d) contractual liability, and (e) cross-liability.

(4) Professional Liability Insurance in the minimum amount of \$_____ combined single limit, if, and only if, this Subparagraph is initialed by CONTRACTOR and COUNTY ____/____.

B. Other Insurance Provisions

(1) If any insurance coverage required in this Agreement is provided on a "Claims Made" rather than "Occurrence" form, CONTRACTOR agrees to maintain the required coverage for a period of three (3) years after the expiration of this Agreement (hereinafter "post agreement coverage") and any extensions thereof. CONTRACTOR may maintain the required post agreement coverage by renewal or purchase of prior acts or tail coverage. This provision is contingent upon post agreement coverage being both available and reasonably affordable in relation to the coverage provided during the term of this Agreement. For purposes of interpreting this requirement, a cost not exceeding 100% of the last annual policy premium during the term of this Agreement in order to purchase prior acts or tail coverage for post agreement coverage shall be deemed to be reasonable.

(2) All required Automobile and Comprehensive or Commercial General Liability Insurance shall be endorsed to contain the following clause:

"The County of Santa Cruz, its officials, employees, agents and volunteers are added as an additional insured as respects the operations and activities of, or on behalf of, the named insured performed under Agreement with the County of Santa Cruz."

(3) All required insurance policies shall be endorsed to contain the following clause: "This insurance shall not be canceled until after thirty (30) days prior written notice has been given to:

Santa Cruz County
 General Services Department
 Attn: Paul Crawford
701 Ocean Street, Room 330
Santa Cruz, CA 95060

(4) CONTRACTOR agrees to provide its insurance broker(s) with a full copy of these insurance provisions and provide COUNTY on or before the effective date of this Agreement with Certificates of Insurance for all required coverages. All Certificates of Insurance shall be delivered or sent to:

Santa Cruz County
 General Services Department
 Attn: Paul Crawford
701 Ocean Street, Room 330
Santa Cruz, CA 95060

7. EQUAL EMPLOYMENT OPPORTUNITY. During and in relation to the performance of this Agreement, CONTRACTOR agrees as follows:

A. The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include: but not be limited to, the following: recruitment; advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

B. If this Agreement provides compensation in excess of \$50,000 to CONTRACTOR and if CONTRACTOR employees fifteen (15) or more employees, the following requirements shall apply:

(1) The CONTRACTOR shall, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to, the following: recruitment; advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. In addition, the CONTRACTOR shall make a good faith effort to consider Minority/Women/Disabled Owned Business Enterprises in CONTRACTOR'S solicitation of goods and services. Definitions for Minority/Women/Disabled Business Enterprises are available from the COUNTY General Services Purchasing Division.

(2) The CONTRACTOR shall furnish COUNTY Affirmative Action Office information and reports in the prescribed reporting format (PER 4012) identifying the sex, race, physical or mental disability, and job classification of its employees and the names, dates and methods of advertisement and direct solicitation efforts made to subcontract with Minority/Women/Disabled Business Enterprises.

(3) In the event of the CONTRACTOR'S non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders said CONTRACTOR may be declared ineligible for further agreements with the COUNTY.

(4) The CONTRACTOR shall cause the foregoing provisions of this Subparagraph 7B. To be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000 and employing more than fifteen (15) employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

8. INDEPENDENT CONTRACTOR STATUS. CONTRACTOR and COUNTY have reviewed and considered the principal test and secondary factors below and agree that CONTRACTOR is an independent contractor and not an employee of COUNTY. CONTRACTOR is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. CONTRACTOR is not entitled to any employee benefits. COUNTY agrees that CONTRACTOR shall have the right to control the manner and means of accomplishing the result contracted for herein.

PRINCIPAL TEST: The CONTRACTOR rather than COUNTY has the right to control the manner and means of accomplishing the result contracted for.

SECONDARY FACTORS: (a) The extent of control which, by agreement, COUNTY may exercise over the details of the work is slight rather than substantial; (b) CONTRACTOR is engaged in a distinct occupation or business; (c) In the locality, the work to be done by CONTRACTOR is usually done by a specialist without supervision, rather than under the direction of an employer; (d) The skill required in the particular occupation is substantial rather than slight; (e) The CONTRACTOR rather than the COUNTY supplies the instrumentalities, tools and work place; (f) The length of time for which CONTRACTOR is engaged is of limited duration rather than indefinite; (g) The method of payment of CONTRACTOR is by the job rather than by the time; (h) The work is part of a special or permissive activity, program, or project, rather than part of the regular business of COUNTY; (i) CONTRACTOR and COUNTY believe they are creating an independent contractor relationship rather than an employer-employee relationship; and (j) The COUNTY conducts public business.

It is recognized that it is not necessary that all secondary factors support creation of an independent contractor relationship, but rather that overall there are significant secondary factors which indicate that CONTRACTOR is an independent contractor.

By their signatures to this Agreement, each of the undersigned certifies that it is his or her considered judgment that the CONTRACTOR engaged under this Agreement is in fact an independent contractor.

9. NONASSIGNMENT. CONTRACTOR shall not assign the Agreement without the prior written consent of the COUNTY.

10. ACKNOWLEDGMENT. CONTRACTOR shall acknowledge in all reports and literature that the Santa Cmz County Board of Supervisors has provided funding to the CONTRACTOR.

11. **RETENTION AND AUDIT OF RECORDS.** CONTRACTOR shall retain records pertinent to this Agreement for a period of not less than five (5) years after final payment under this Agreement or until a final audit report is accepted by COUNTY, whichever occurs first. CONTRACTOR hereby agrees to be subject to the examination and audit by the Santa Cruz County Auditor-Controller, the Auditor General of the State of California, or the designee of either for a period of five (5) years after final payment under this Agreement.

12. **PRESENTATION OF CLAIMS.** Presentation and processing of any or all claims arising out of or related to this Agreement shall be made in accordance with the provisions contained in Chapter 1.05 of the Santa Cruz County Code, which by this reference is incorporated herein.

13. **ATTACHMENTS.** This Agreement includes the following attachments:

ATTACHMENT A-1
ATTACHMENT A-2
ATTACHMENT A-3
ATTACHMENT B-1

14. **LIVING WAGE.** This agreement is covered under Living Wage provisions if this section is initialed by COUNTY_____

This agreement is subject to the provisions of Santa Cruz County Code Chapter 2.122, requiring payment of a living wage to covered employees, if item #14 above is initialed by the COUNTY. Non-compliance during the term of the contract will be considered a material breach and may result in termination of the Agreement or pursuit of other legal or administrative remedies.

If a contract for covered services in excess of \$50,000 is terminated prior to its expiration, any new contract with a subsequent contractor for the same services must include this term:

“CONTRACTOR shall make best efforts to offer employment to qualified employees of the prior contractor for the performance of this contract. Such efforts shall not be required in regard to employees who are (1) exempt under the Fair Labor Standards Act, (2) family members of the prior contractor, (3) employed by the prior contractor for less than six months, or (4) convicted of a job-related or workplace crime. Upon request by the COUNTY, the CONTRACTOR shall demonstrate to the COUNTY that good faith efforts have been made to comply with this provision.”

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written

1. NORMENT SECURITY GROUP

By: 

SIGNED

Larry W. Green

PRINTED

3. COUNTY OF SANTA CRUZ

By: _____

SIGNED

PRINTED

Company Name: Norment Security Group, Inc.

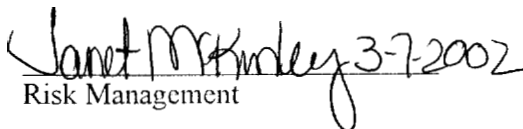
Address: 6144B Industrial Way
Livermore, CA 94550

Telephone: 925/455-1131

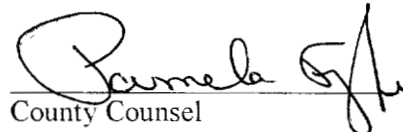
Fax: 925/455-1171

Email: larry.green@normentind.com

2. APPROVED AS TO INSURANCE:


Risk Management

4. APPROVED AS TO FORM:


County Counsel

DISTRIBUTION:

- General Services Department
- Auditor-Controller
- **Risk Management**
- Norment Security Group

Norment**SECURITY GROUP, INC.**

A CompuDyne Company

0155

6144-B Industrial Way
Livermore, California 94550925-455-1131
FAX: 925-455-1171

November 6, 2000

Lt. Don Bradley
 County of Santa Cruz
 Detention Bureau Administration
 259 Water Street
 Santa Cruz, CA 95060

11-6388-PRO01

Re: Proposal Request PR001. Intercom System for J, K, & Q

Dear Lt. Bradley:

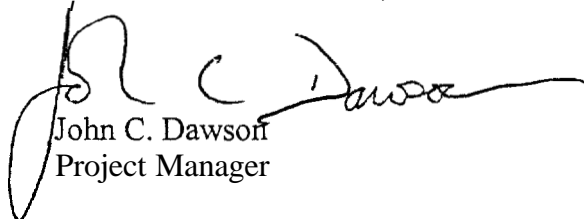
Norment Security Group would like to present the following Proposal for your consideration.

For the sum of **ninety-one thousand seven hundred fifty-six dollars (\$91,756)** Norment Security Group will provide all materials and labor to install a fully functional intercom system to units J, K, & Q of the existing Santa Cruz County Main Jail. The turnkey intercom system will consist of 36 individual stations corresponding to the cells within the three pods. Each pod will be equipped with a local control panel located directly outside the pod security door. This panel will allow full function communication between the panel operator and each inmate cell. If the local panel is unattended all communication will be forwarded to an intercom station located at the West Wing Control Station serving units J, K, & Q. If the West Wing Control Station is unattended all communication will be forwarded to the new PLC control system for back up. The West Wing Control Station will be mounted in the existing desk-top enclosure and set on the existing millwork

Please review this proposal and let me know if you would like to proceed further. Norment is currently mobilized on site and could begin this work immediately.

Feel free to call me if you have any questions or concerns regarding this issue. I can be reached @ (925) 455-1131, ext. 40. Thank you.

Yours truly,
NORMENT SECURITY GROUP, INC.



John C. Dawson
 Project Manager

JCD:jd

cc. Jim Aboytes, CJRF

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Norment Security Group, Inc.*6144B Industrial Way, Livermore, CA 94550**OFF: (925)-455-1131 ~~FAX~~ (925)-455-1171*

0156

March 5, 2001

Lt. Don Bradley
County of Santa Cruz
Sheriff-Coroner's Office
Detention Bureau
259 Water Street
Santa Cruz, CA 95060

Re: Intercom System

Lt. Bradley:

Jake Dawson asked me to send you our comments regarding the intercom system upgrade for Pods J, K, and Q and reasons for specifying that Norment be the sole source for the material and work required.

In general, the intercom system we will be providing consists of a combination of standard materials and custom materials. The intercoms themselves are set in custom fabricated stainless steel housings to allow surface mount applications inside the cells while providing very little opportunity for vandalism, hiding contraband, or self-injury. The intercoms will be connected to a custom graphic panel at the West Wing Control Station. This panel should be fabricated to match the materials, colors, and control devices of the panels in the North and South Wing Control Stations. This will ensure that facility personnel can be placed at any of these control stations without having to learn different operating procedures for various work stations.

The graphic panel and intercom stations will be connected to an existing programmable logic control (PLC) system. The PLC system will be expanded by installing new control processors, input / output modules, and peripheral devices. These materials must be of the same manufacturer and model as is presently installed. The existing software program must be re-written to communicate with the new PLC devices and to control the new intercom stations and graphic panel. This rewrite should be done by a programming technician familiar with the existing system and the facility requirements.

Sole-sourcing the intercom system upgrade ensures that the County will have one point of contact for all system service and warranty issues, the ability to add new work into the existing Maintenance and Service agreement, standardization of products for

March 5, 2001
Lt. Don Bradley
Page Two

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replacement and service, and minimum risk with upgrading the facility control and security system operating software while it is on-line and operating.

The normal reasons for sole-sourcing are to match existing equipment and to ensure that changes to operating systems can be made without endangering facility operations. This upgrade to your facility certainly qualifies in both respects.

Please let me know if you need any further information.

Sincerely,

Norment Security Group, Inc.

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

L. Richard Vivrette, CPP
Senior Estimator

cc: Jake Dawson

MARSH USA INC.

CERTIFICATE OF INSURANCE

CERTIFICATE NUMBER

CHI-000744795-00

PRODUCER

MARSH INC.
SUITE 2100
600 RENAISSANCE CENTER
DETROIT, MI 48243

RECEIVED

2001 DEC 17 PM 3:58

26067 -00190--0102

INSURED

NORMENT INDUSTRIES INC. GENERAL SERVICES
3224 MOBILE HIGHWAY SANTA CRUZ COUNTY, CALIF
MONTGOMERY, AL 36108

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER OTHER THAN THOSE PROVIDED IN THE POLICY. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES DESCRIBED HEREIN.

COMPANIES AFFORDING COVERAGE

COMPANY

A ZURICH AMERICAN INSURANCE COMPANY

COMPANY

B AMERICAN ZURICH INSURANCE CO.

0178

COMPANY

C NATIONAL UNION FIRE INS. CO.

COMPANY

D AMERICAN EMPIRE SURPLUS LINES

COVERAGES

This certificate supersedes and replaces any previously issued certificate for the policy period noted below.

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

| OR | N P E OF INSURANCE | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YY) | POLICY EXPIRATION DATE (MM/DD/YY) | LIMITS |
|----|--|---------------|----------------------------------|-----------------------------------|---|
| | GENERAL LIABILITY | | | | GENERAL AGGREGATE 2,000,000 |
| X | COMMERCIAL GENERAL LIABILITY | GLO3486405 | 11/28/01 | 04/01/02 | PRODUCTS- COMP/OP AGG \$ 1,000,000 |
| | CLAIMS MADE <input checked="" type="checkbox"/> OCCUR | | | | PERSONAL & ADV INJURY \$ 1,000,000 |
| | OWNERS & CONTRACTOR'S PROT | | | | EACH OCCURRENCE \$ 1,000,000 |
| | | | | | FIRE DAMAGE (Any one fire) 500,000 |
| | | | | | MED EXP (Any one person) \$ 5,000 |
| | AUTOMOBILE LIABILITY | | | | COMBINED SINGLE LIMIT \$ 1,000,000 |
| X | ANY AUTO | BAP3486404 | 11/28/01 | 04/01/02 | BODILY INJURY (Per person) \$ |
| | ALL OWNED AUTOS | | | | BODILY INJURY (Per accident) \$ |
| | SCHEDULED AUTOS | | | | PROPERTY DAMAGE \$ |
| | HIRED AUTOS | | | | |
| | NON-OWNED AUTOS | | | | |
| | GARAGE LIABILITY | | | | AUTO ONLY - EA ACCIDENT \$ |
| | ANY AUTO | | | | OTHER THAN AUTO ONLY: \$ |
| | | | | | EACH ACCIDENT \$ |
| | | | | | AGGREGATE \$ |
| | EXCESS LIABILITY | | | | EACH OCCURRENCE \$ 10,000,000 |
| C | UMBRELLA FORM | TBD | 11/28/01 | 04/01/02 | AGGREGATE \$ 10,000,000 |
| | OTHER THAN UMBRELLA FORM | | | | \$ |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | WC34864036 | 11/28/01 | 04/01/02 | X WC STATUTORY LIMITS OTH-ER \$ 500,000 |
| | THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL | | | | EL EACH ACCIDENT \$ 500,000 |
| | | | | | EL DISEASE-POLICY LIMIT \$ 500,000 |
| | | | | | EL DISEASE-EACH EMPLOYEE \$ 500,000 |
| D | EXCESS AUTO POLICY | 1EX03779 | 11/28/01 | 11/28/02 | 1,000,000 |

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS (UNITS MAY BE SUBJECT TO DEDUCTIBLES OR RETENTIONS)

RE: MAIN JAIL SEC. SYS. UPGRADE PHASE 1B, 99C1-023 WATER STREET, SANTA CRUZ
COUNTY OF SANTA CRUZ IS NAMED AS ADDITIONAL INSURED AS THEIR INTEREST MAY APPEAR.

CERTIFICATE HOLDER

COUNTY OF SANTA CRUZ
GENERAL SERVICES DEPT.
701 OCEAN STREET, STE #330
SANTA CRUZ, CA 95080

CANCELLATION

SHOULD ANY OF THE POLICIES DESCRIBED HEREIN BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED HEREIN, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER AFFORDING COVERAGE, ITS AGENTS OR REPRESENTATIVES.

MARSH USA INC.

By: John C Hurley

MM1(9/99)

VALID AS OF: 12/06/01

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Attachment A-3

ON FILE WITH CLERK