

ATTACHMENT 2

Scope of Services

Scope of Services - The successful proposer shall furnish the following services:

- 1) The Contractor shall provide electronic monitoring of sensors installed at locations as identified. Locations requiring cellular telephone communication cards are identified on attachment.
- 2) The City shall provide the Contractor with a monthly call list for notification purposes. In the event of an alarm condition generated by any sensor, the Contractor shall immediately notify the City of the situation within 2-minutes. Successful proposer will receive contact information and procedures to follow.
- 3) **The Contractor shall be responsible for the operation and maintenance of communicators** at the identified locations, but shall not be responsible for the maintenance of City telephone lines or cellular connections.
- 4) If existing alarm equipment require reprogramming to accommodate system monitoring, all costs shall be borne by the Contractor.
- 5) Alarm equipment which cannot be reprogrammed due to age, incompatible equipment, or not solely owned by the city shall be replaced at contractor's expense unless arrangements are made with the City of Merced.

Note 1: It shall be the responsibility of the Contractor to evaluate all existing monitoring equipment or circuits prior to submittals to determine if it is compatible with their monitoring services. Failure to comply shall be considered a breach of contract and the City of Merced shall have the right to declare the service agreement null and void.

Note 2: All equipment replaced or installed by the Contractor shall become property of the City of Merced upon completion of installation.

- 6) No additional services or work shall be performed by the Contractor, unless approved in advance by the City, stating the dollar value of the services and method of payment.
- 7) **If the City authorizes additional services or work to be performed by the Contractor, a separate purchase order will be issued specifically for the single job requested;** and all alarm equipment installed shall meet applicable building code requirements, UL specifications for alarms, to include State and Federal requirements for commercial business alarm applications. **NOTE:** No services or work shall proceed prior to the issuance of the separate

purchase order. Any work undertaken without a valid separate purchase order shall be a gift to the City of Merced.

- 8) The Contractor will bill the City on a separate invoice for other authorized work performed and shall include the purchase order number on the invoice.

All such services are to be coordinated with the City and results of the work shall be monitored by the City. The means by which the work is accomplished shall be the sole responsibility of the Contractor.