



Norman Police Department

Statement of Work for
*Digital In-Car Video/Audio System and
Integrated Body Worn Video/Audio Solution*

Presented by MediaSolv Solutions

MediaSolv Contact:

Jim Weaver
CEO
jweaver@Mediasolvcorp.com
571-748-5100, ext 101

Norman Police Department Contact:

Kevin Foster
Major
Kevin.Foster@normanok.gov
Phone

Statement of Work for Digital In-Car Video/Audio System and Integrated Body Worn Video/Audio Solution

STANDARD TERMS AND CONDITIONS

MediaSolv shall perform in accordance with this Statement of Work (the 'SOW') effective on the date agreed upon by the Norman Police Department (NPD) and MediaSolv Solutions Corporation (MediaSolv). When mutually signed (executed), this SOW becomes contractually binding on MediaSolv and NPD under the terms and conditions herein.

Any information, whether protected by patent or copyright, including, but not limited to, programs, files, specifications, plans, business information, technical information, or other data either written or otherwise (hereinafter "Information"), which has been furnished or disclosed by NPD to MediaSolv or by MediaSolv to NPD, its employees, or agents shall remain property of the originating party and shall be considered proprietary information by the receiving party, its employees, or agents. Information shall not be reproduced, published, or disclosed to any third party without prior consent of the originating party. All copies of any and all Information furnished or disclosed (except for 'Deliverables' listed by this SOW) shall be returned to the originating party immediately upon written notice. MediaSolv acknowledges that nothing in this paragraph supersedes the Oklahoma Open Records Act and MediaSolv remain subject to any and all provisions of said act.

MediaSolv's liability is based on a deliverable site basis, and will not exceed the total amount (fixed cost or cost estimate) of this SOW. MediaSolv shall not be liable to NPD for any delay or failure by MediaSolv to fulfill its obligations under this SOW or otherwise if such delay or failure arises from any cause or causes due to Force Majeure. MediaSolv makes no warranties as to any software and/or hardware manufactured by a third party which it uses to provide services pursuant to the terms of this SOW. In no case will MediaSolv be liable for any loss of business data, use or interruption.

DEFINITIONS

Deliverable: For the purposes of this SOW, the term 'deliverable' refers to one specific work product that is the outcome of the engagement. Collectively, deliverables are the product for which the price of this SOW is exchanged. Services or activities (work) will be performed as a part of this SOW in order to produce the deliverables (work product).

Documentation: The terms 'document' and 'documentation' as they relate to this SOW are intended to mean any notes, charts, graphs, diagrams, report outputs, network addresses, passwords, configuration logs, or any other discretionary information deemed by MediaSolv to be relevant to this effort. Documentation is not intended to be, or considered to be, complete, comprehensive, or exhaustive as it relates to the overall customer network or information systems environment. Any documentation provided as a part of the execution of this SOW will be limited to systems, items, or topics specifically referenced in this SOW.

Knowledge Transfer: The term 'knowledge transfer', as it relates to this SOW, is intended to mean conversational discussions about various technical aspects of this effort. Knowledge transfer is not intended to be, expected to be, or considered to be complete, comprehensive, or exhaustive as it relates to the overall customer network or information systems environment. Additionally, knowledge transfer is not intended to replace the need for formal instruction or vendor-supplied training in the operation of any systems installed or configured as part of this SOW.

Training: Unless otherwise specifically stated in this SOW, MediaSolv supplied training is not intended to convey any formal certification or credential and is provided on a 'best effort' basis as a courtesy to the customer.

Best Effort: The term 'best effort' as it relates to this SOW is intended to mean services provided by MediaSolv to the customer with no express warranty or guarantee implied. A particular outcome of best effort service is not guaranteed, but every effort will be made to ensure the best result possible within the time allowed and with the resources available.

IN SCOPE: The work described in the Activities section of this document, and effort toward the fulfillment and delivery of Items described in the Deliverables section of this document are considered to be 'IN SCOPE' as they relate to this effort. The contents of the Assumptions sections of this document provide specific clarification of the scope.

OUT OF SCOPE: Any items, components, materials, efforts, objectives, tasks, or services not described in either the Activities or Deliverables section of this document are considered 'OUT OF SCOPE' as they relate to this effort. OUT OF SCOPE work will not be performed without written authorization by the customer via the project change control process described herein.

Testing, Validation, Verification: The terms 'testing', 'validation' and 'verification' refer to the process of comparing measurements and observations of specific information systems to customer provided expectations or criteria. The customer is responsible to confirm that tests, validation, or verification is successful.

1 INTRODUCTION OF SERVICE

MediaSolv shall install its Avenger In-Car solution and its Vision Body Worn Solution for the Norman Police Department. MediaSolv shall be responsible for the design, configuration, customization, staging, installation, testing and acceptability of the final solution.

2 SCOPE OF WORK

MediaSolv will perform the services and deliver the hardware, software, installation and training as more fully described in the attached Proposal dated May 19, 2014 and marked Exhibit A. Where there are differences in price or quantities, this SOW document will prevail.

2.1 Activities

MediaSolv has identified the following activities which will be performed as a part of this Statement of Work:

Implementation, Installation and Training for the following quantities of products:

212 Vision Cameras
 175 Vision Accessory Kits
 125 Vision Docking stations
 40 Avenger In-car Mobile Video Systems
 50 Concurrent Commander User licenses

A. Scope of Services

The scope of the project is design, installation, configuration, acceptance testing, and training of Avenger and the Vision Body Worn Cameras with full integration with the MediaSolv Commander asset management application.

MediaSolv General Responsibilities

- i. MediaSolv shall provide software, hardware, installation, training and professional services under this Statement of Work during normal business hours, 8:00 a.m. to 5:00 p.m. (local time) Monday through Friday, except, unless otherwise specified.
- ii. With the explicit permission of NPD some services may be performed remotely through a specific third party application.

B. MediaSolv Responsibilities**MediaSolv Project Management Responsibilities**

The purpose of this activity is to assign a MediaSolv Project Manager who will establish a framework for communications and reporting activities associated with this installation. Prior to the start of this project, NPD shall designate a single point of contact (NPD Project Manager), to whom all MediaSolv communications will be addressed.

MediaSolv shall:

- i. Review the SOW, and any associated documents with NPD Project Manager;
- ii. Establish and maintain project communications through NPD Project Manager;
- iii. Review and administer Project Change Control Procedures with NPD Project Manager;
- iv. Coordinate and manage the technical activities of its project personnel;
- v. Conduct regularly scheduled meetings to review project status; and prepare the System Status Reports.

Deliverable: Biweekly System Status Reports delivered to NPD's Project Manager by the close of business Friday.

Completion Criteria: This is an ongoing activity and will be considered complete at end of the installation of all in-cars and body worn products; and all deliverables have been completed.

C. NPD Responsibilities

Prior to the start of the Project NPD will designate a person, called NPD Project Manager, to whom MediaSolv communications will be addressed and who has the authority to act for NPD on all matters regarding this SOW.

NPD Project Manager shall:

- i. Serve as the interface between MediaSolv's project team and all of NPD in this project;
- ii. Obtain and provide information, data, decisions and approvals, within five (5) business days of MediaSolv's request, unless we mutually agree to an extended response time;
- iii. Ensure the appropriate personnel for NPD activities, described in this SOW, are made available;
- iv. Participate in status meetings, as required;
- v. Help resolve project issues, and escalate issues, as necessary;

- vi. Provide suitable office space, supplies, furniture, and other facilities for MediaSolv personnel while working on your premises, and;
- vii. Be responsible for the identification of, interpretation of, and compliance with, any NPD rules, regulations and policies.

D) MediaSolv Implementation Services

MediaSolv Responsibilities for In-Car Video / Audio System and Integrated Body Worn Video / Audio Solution Description: To finalize MediaSolv's team members, facilitate a common understanding of the project objectives, roles and responsibilities, and verify NPD' project readiness.

- i. MediaSolv shall conduct a conference call or on site meeting to have a high level planning session, on a mutually agreed upon date, to:
 - ii. Review the project objectives;
 - iii. Discuss project team roles and responsibilities;
 - iv. Review NPD' current environment;
 - v. Discuss Project implementation goals and objectives.
- vi. Review implementation plans, procurement processes and requirements and project activities; and
- vii. Schedule additional calls.

a. Draft Commander Installation Plan

Description: MediaSolv shall draft an Installation plan document for NPD. This document will be provided to NPD as an illustrative example for the final installation of the MediaSolv Solutions.

The major subtasks are:

- i. Interview key NPD stakeholders and determine the key requirements
- ii. Recommend the key categories for classifying what information needs to be delivered
- iii. Outline an installation path in draft format
- iv. NPD Project Manager signs off on the installation path by these NPD stakeholders

Deliverable: Installation Plan Draft

Assumptions: MediaSolv shall provide input, in draft format, for NPD on how to the installation will take place.

Completion Criteria: This task will be considered complete when MediaSolv has delivered the Installation Path Draft document to the NPD Project Manager.

b. Develop Acceptance Test Plan

Description: MediaSolv shall develop an Acceptance Test Plan. This plan will describe the steps that MediaSolv and NPD will use to verify that the system satisfies the system requirements. The plan will describe how to set up the test and acceptable system behaviors in such a way that it can be determined whether the system performed according to plan.

The major subtasks are:

- i. Determine prerequisites for the test
- ii. Document test set-up instructions
- iii. Document testing instructions
- iv. Specify acceptable behaviors
- v. Document how test results will be recorded

Deliverable: Acceptance Test Plan

Completion Criteria: This task will be considered complete when MediaSolv has delivered the Acceptance Test Plan to NPD' Project Manager.

c. Training

Description: MediaSolv shall provide formal training to end users and formal training to system administrators and technical staff as described in its Proposal. This end user training is designed to teach the basic functionality, while the administrator training is design to teach administration and configuration of the system.

The major subtasks are:

- i. Conduct training for end users
- ii. Conduct training for administrators and technical staff
- iii. Provide training materials for each class

Deliverable: Formal training/instruction handouts and manuals.

Assumptions: NPD will provide suitable training facilities.

Completion Criteria: This task will be considered complete when MediaSolv has conducted the classes for end users and the classes for administrators and technical staff.

d. **Final Project Review**

Description: The purpose of this activity is to document the accomplishments of the Digital In-Car Video / Audio System and Integrated Body Worn Video / Audio Solution installation and to present the Final Acceptance Document to the NPD Project Manager.

MediaSolv shall conduct an on-site meeting to:

- i. Review the accomplishments and deliverables of the project with the NPD project team; and
- ii. Review the Final Acceptance Document with the NPD Project Manager.

Deliverable: Final Acceptance Document

Completion Criteria: MediaSolv shall have met its responsibilities for this activity when MediaSolv has conducted an on-site review meeting and delivered the Final Acceptance Document to the NPD Project Manager.

2.2 Deliverables

The following items will be delivered to the Norman Police Department (NPD) and shall constitute the work product of this engagement.

The following items will be delivered to NPD under this Statement of Work

- a. Avenger and Vision Body Worn Integration Launch
- b. Implementation Path Draft
- c. Production Commander/Avenger/Vision
- d. Acceptance Test Plan
- e. Installation and Testing
- f. Multiple Days of Training with Handouts and Training Material
- g. Final Acceptance Document

2.3 Assumptions

MediaSolv has identified the following assumptions which are relevant to the scope of this work effort:

- 1) It is assumed that all work related to this engagement will be performed during normal business hours (Monday through Friday 8 a.m. – 6 p.m. customer local time).

- 2) All documentation will be provided in Microsoft Word™, Microsoft Excel™, Microsoft Visio™, or Adobe PDF™ electronic file formats at MediaSolv's discretion or in any format otherwise agreed by MediaSolv and NPD.

Responsibilities

- 1) Norman Police Department (NPD) is responsible to provide MediaSolv reasonable access (including remote access) to all facilities and equipment as needed to perform the engagement and accomplish the stated objectives.
- 2) NPD is responsible to provide MediaSolv complete and accurate documentation of NPD systems and policies as requested throughout the engagement, so long as such requests comply with NPD stated security policies.
- 3) NPD is fully responsible to maintain any and all needed backups of company information, data, and system states throughout the entire engagement. MediaSolv will make every effort to avoid the possibility of data loss, but MediaSolv is not responsible for any data loss that may occur during this engagement.
- 4) MediaSolv is responsible to make any requests for information or systems access in a reasonably timely fashion, so as not to cause project delays or missed deadlines.
- 5) MediaSolv is responsible to make any requests for information or systems access in a way that complies with stated NPD security policies.
- 6) MediaSolv is responsible to provide a project timeline (upon request) and reasonable justification for any missed deadlines or project delays.
- 7) MediaSolv is responsible to provide responses to any reasonable inquiries regarding project status and progress (upon request) throughout the engagement.
- 8) MediaSolv is responsible to perform the activities and provide the deliverables herein.

(If this is not the case it will be documented, NPD will be notified and the time line will be pushed back until any issues are resolved.)

Site Readiness

MediaSolv has identified that the following items must be present in the customer environment prior to the start of this engagement:

- 1) NAS Storage (NPD Provided)
- 2) Customer is responsible to provide all required physical security for the location where the equipment will be installed.
- 3) Customer must provide any additional supplies including cable management equipment, additional dongles or connectors, customer specific management software, or any other items not specified in the bill of materials associated with this engagement, if any.

2.4 Schedule

MediaSolv, with input from NPD, has determined the following estimated schedule and timeline for this engagement:

Estimated Project Start Date

The start date for this project is expected to be December 12, 2014. MediaSolv will work with NPD upon execution of this statement of work to validate all the dates contained herein, and make adjustments as mutually agreed.

Estimated Project Duration

This engagement is expected to be completed on the following timeline.

Between December 15, 2014 and January 31, 2015 the following activities are anticipated to be performed:

- 1) Install and validate software to allow for body worn camera video to be downloaded.
- 2) Conduct training on the software for patrol.
- 3) Deploy body worn cameras with training of their use.
- 4) Install in-car client on computers in the cars.
- 5) IT will work to complete the wireless system to download video from the patrol units.

Between February 1, 2015 and February 28, 2015 the following activities are anticipated to be performed:

- 6) Install the Avenger in-car system. It is anticipated that this will be accomplished at the NIC garage or other location selected by MediaSolv.
- 7) Test the in-car system at each download location.
- 8) Complete training on in-car system.
- 9) Conduct final system acceptance.

Estimated Project Completion Date

The completion date for this project is expected to be February 28, 2015. MediaSolv will work with NPD upon execution of this statement of work to determine any mutually agreed to adjustments to this schedule.

Statement of Work for Digital In-Car Video/Audio System and Integrated Body Worn Video/Audio Solution

2.5 Price

The services and deliverables outlined in this statement of work will be provided for a fixed price detailed below. If additional OUT OF SCOPE activities are required during the engagement, authorization for additional costs will be submitted to NPD via the project change control process. The fixed price will not be exceeded unless first approved by NPD in writing.

MediaSolv Price Proposal

Norman PD

In-Car and Body Worn

Reflects adjusted quantities as per Davison email dated 9/24/2014

12/12/2014

Reflects adjusted quantities as per Foster email dated 12/12/2014

Equipment List	Details	Manufacturer	Part #	Quantity	Unit Price	Total Price
Avenger In-Car Video Kit	-Rugged Mobile DVR -100 GB SSD -Wireless microphone -Front facing camera -Rear facing camera with microphone -Camera mounts -Built in GPS -Avenger In-Car software (runs on MDC) -Integrates with Commander	MediaSolv	MS-AVenger	40	\$ 3,112.13	\$ 124,485.19
Body Worn Cameras	New Vision Body Worn cameras	Wolfcom	WC-BW-NV	212	\$ 272.71	\$ 57,815.43
Docking Station for body worn cameras	holds up to 3 cameras or a camera and battery pack (97 for cars and 25 for the stations)	Wolfcom	WC-BW-NVDS	125	\$ 337.65	\$ 42,206.17
External Body Worn Camera	Eye Vision, Head Vision, Night Vision, or Covert	Wolfcom	WC-BW-XCAM	175	\$ 201.29	\$ 35,225.00
Wireless Access Points	Access Point	Cisco	WS-AP37101	0	\$ 1,961.04	\$ -
	Wireless Access Controller	Cisco	C25	0	\$ 9,049.35	\$ -
	SG 300-10P 10-Port Gigabit PoE Managed Switch	Cisco	SRW2008P-K9 NA	0	\$ 602.60	\$ -
TOTAL						\$ 259,731.79

Software	Details	Manufacturer	Part #	Quantity	Unit Price	Total Price
MediaSolv Commander Evidence Management Software	InCar Management License for 15 Concurrent Users	MediaSolv	MSAPP-LIC-1-50	1		\$ 15,000.00
TOTAL						\$ 15,000.00

Services	Details	Manufacturer	Part #	Quantity	Unit Price	Total Price
Installation In-Car	Price per car					
Wireless Access Points	Install Wireless Access Points	MediaSolv	MS-SERVICES	40	\$ 1,060.00	\$ 42,400.00
	Install Controllers	MediaSolv	MS-SERVICES	0	\$ 2,443.00	\$ -
	Install Switches	MediaSolv	MS-SERVICES	0	\$ 804.00	\$ -
Travel and Expenses		MediaSolv	MS-SERVICES	0	\$ 576.00	\$ -
TOTAL					\$ 25,714.29	\$ 25,714.29

Support	Details	Manufacturer	Part #	Quantity	Unit Price	Total Price
Annual Support & Maintenance (Year 1)	Licensed per car Access to 24x7x365 Technical Support Access to Software Upgrades		MS-MAINTENANCE	40	\$ 150.00	\$ 6,000.00
	Commander 50 user license SMA					\$ 3,000.00
Cisco	Support Year 1			0	\$ 1,149.35	\$ -
Cisco	CON-SBS-SVC2			0	\$ 97.40	\$ -
TOTAL						\$ 9,000.00

GRAND TOTAL						\$ 351,846.08
--------------------	--	--	--	--	--	----------------------

OPTIONS	Details	Manufacturer	Part #	Quantity	Unit Price	Total Price
Upgrade Avenger kit to HD Cameras	This is the "difference" in price to upgrade to full HD			40	\$ 889.17	\$ 35,566.75

Future Years of Support	Details	Manufacturer	Part #	Quantity	Unit Price	Total Price
Year 2 of Support & Maintenance	Access to 24x7x365 Technical Support Access to Software Upgrades		MS-MAINTENANCE	40	\$ 150.00	\$ 9,000.00
Year 3 of Support & Maintenance	Access to 24x7x365 Technical Support Access to Software Upgrades		MS-MAINTENANCE	40	\$ 151.00	\$ 9,040.00
Year 4 of Support & Maintenance	Access to 24x7x365 Technical Support Access to Software Upgrades		MS-MAINTENANCE	40	\$ 152.00	\$ 9,080.00
Year 5 of Support & Maintenance	Access to 24x7x365 Technical Support Access to Software Upgrades		MS-MAINTENANCE	40	\$ 153.00	\$ 9,120.00
TOTAL						\$ 36,240.00

2.6 Billing Terms

The total amount for this engagement will be billed as follows. All invoices are due with net 30 payment terms.

Payment Milestone

1. Contract Signing / Project Initiation and Mobilization		
December 23, 2014		
1.a	50% of Hardware Costs	\$ 129,865.90
2. January 15, 2015		
2.a	50% of Services Costs	\$ 34,057.14
2.b	Remaining 50% Hardware Costs	\$ 129,865.90
3. February 12, 2015		
3.a	License Fees	\$ 15,000.00
3.b	Annual Support and Maintenance Year 1	\$ 9,000.00
4. February 28, 2015		
1.a	Client Acceptance and Contract Sign-Off	\$ 34,057.14
PROJECT TOTAL		\$ 351,846.08

ANNUAL SUPPORT AND MAINTENANCE

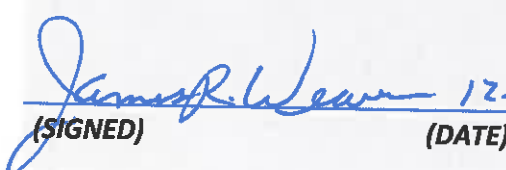
Future Years of Support	Details	Price
Year 2 of Support & Maintenance Due on First Anniversary of Contract Signing	Access to 24x7x365 Technical Support Access to Software Upgrades	\$ 9,000.00
Year 3 of Support & Maintenance Due on Second Anniversary of Contract Signing	Access to 24x7x365 Technical Support Access to Software Upgrades	\$ 9,040.00
Year 4 of Support & Maintenance Due on Third Anniversary of Contract Signing	Access to 24x7x365 Technical Support Access to Software Upgrades	\$ 9,080.00
Year 5 of Support & Maintenance Due on Fourth Anniversary of Contract Signing	Access to 24x7x365 Technical Support Access to Software Upgrades	\$ 9,120.00

2.7 Project Completion

This project will be considered complete when all expected deliverables have been received by NPD, as acknowledged and agreed to by the parties through a Project Completion form, in accordance with the procedures set forth in this paragraph. At the completion of the project, MediaSolv will provide the NPD with a Project Completion form. NPD will have 7 calendar days from the date of receipt of the Project Completion form either (i) to accept it by signing and returning it to MediaSolv, or (ii) to articulate its objections in writing to MediaSolv. If NPD does not timely provide MediaSolv with written acceptance or objection(s) within such 7 calendar day period, NPD will be deemed to have ACCEPTED the project and all associated deliverables without any further action by either party.

3 ACCEPTANCE

I, the undersigned, have read and agree to the terms of this SOW titled 'Statement of Work for Vision Body Worn and Avenger. I am an authorized representative of my organization, and I agree that once mutually signed all 14 pages of this SOW will have full force and effect for execution by all parties. NPD authorizes MediaSolv Solutions Corporation to perform the services detailed herein, and agrees to the fee schedule also defined herein. MediaSolv Solutions Corporation agrees to perform the activities and provide the deliverables defined herein. Upon completion of services and the Norman Police Department (NPD) acceptance NPD authorizes MediaSolv to invoice for services performed under this Statement of Work. NPD agrees to pay MediaSolv by the due date set forth in the MediaSolv invoice.

MediaSolv Solutions Corp.		Norman Police Department	
	12-12-14		
(SIGNED)	(DATE)	(SIGNED)	(DATE)
James R. Weaver, CEO		Cindy S. Rosenthal	Mayor
(PRINT NAME)	(TITLE)	(PRINT NAME)	(TITLE)

ATTEST:

City Clerk

This SOW will not be considered valid for execution unless signed on or before December 31st, 2014.

Approved ____ day of _____ by
the City Attorney's Office.


The City Attorney's Office

ADDENDUM A: PROJECT CHANGE CONTROL

Throughout the project it may be necessary to amend this scope of work or request approval for additional project related costs. Such requests will be submitted to the Norman Police Department (NPD) via the following project change request form.

PROJECT CHANGE REQUEST FORM

<p>1. Project Information</p> <p>1.1. Project Name:</p> <p>1.2. Account Manager:</p> <p>1.3. Project Manager:</p> <p>1.4. Customer Sponsor:</p> <p>1.5. Governing SOW: This change request shall serve as an extension of service SOW 'Statement of Work for Vision Body Worn and Avenger Solution executed between MediaSolv Solutions and Norman Police Department on [DATE].</p>		
<p>2. Change Request</p> <p>2.1. Change Category</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Regulatory Requirement <input type="checkbox"/> Scheduling Issue <input type="checkbox"/> Business Need <input type="checkbox"/> Procurement Issue </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Requirements Omission <input type="checkbox"/> Technical Issue <input type="checkbox"/> Design Omission <input type="checkbox"/> Other </td> </tr> </table> <p>2.2. Change Description:</p> <p>2.3. Change Justification:</p> <p>2.4. Change Impact</p> <p style="margin-left: 20px;">2.4.1. Effective Date:</p> <p style="margin-left: 20px;">2.4.2. Estimated Duration:</p> <p style="margin-left: 20px;">2.4.3. Estimated Cost:</p>	<input type="checkbox"/> Regulatory Requirement <input type="checkbox"/> Scheduling Issue <input type="checkbox"/> Business Need <input type="checkbox"/> Procurement Issue	<input type="checkbox"/> Requirements Omission <input type="checkbox"/> Technical Issue <input type="checkbox"/> Design Omission <input type="checkbox"/> Other
<input type="checkbox"/> Regulatory Requirement <input type="checkbox"/> Scheduling Issue <input type="checkbox"/> Business Need <input type="checkbox"/> Procurement Issue	<input type="checkbox"/> Requirements Omission <input type="checkbox"/> Technical Issue <input type="checkbox"/> Design Omission <input type="checkbox"/> Other	
<p>3. Acceptance</p> <p>CUSTOMER ACCEPTANCE OF PROPOSED CHANGE:</p> <p>The Norman Police Department project team has reviewed and accepts the proposed change to the project scope and modification of the terms of the governing SOW.</p>		
<p>Signature: _____</p> <p>Customer Name & Title: _____</p> <p style="text-align: right;">Date: _____</p>		

ADDENDUM B: PROJECT COMPLETION

When the project is complete, MediaSolv will request final acceptance of all services and deliverables from NPD via the following project completion form:

PROJECT COMPLETION FORM

This document serves to confirm that the Norman Police Department (NPD) and MediaSolv's Avenger In-Car and Vision Body Worn Solution project has been completed and all of its deliverables have been met per the Statement of Work.

1. Project Name: Vision Body Worn and Avenger Solution	
2. Customer: Norman Police Department <i>Customer Contact</i> <i>Title</i> <i>Address1</i> <i>Address2</i> <i>City, State, Zip</i> <i>Phone number</i> <i>Email Address</i>	
3. Project Number: <i>MediaSolv Internal Use</i>	4. Phase(s) to be Billed: <i>Specific phase(s) billed</i>
Summary of Deliverables:	
<input type="checkbox"/> First Deliverable <input type="checkbox"/> Second Deliverable <input type="checkbox"/> Third Deliverable <input type="checkbox"/> Additional Deliverables...	
5. Acceptance	
PROJECT COMPLETION DELARATION:	
The Norman Police Department project team has received and reviewed all expected deliverables of the project, accepts all the services provided, and considers the terms of the SOW fulfilled. Norman Police Department authorizes MediaSolv to invoice any outstanding balance for services rendered.	
Signature: _____	
Customer Name & Title:	Date:

Exhibit A

**Digital In-Car Video / Audio and Integrated Body Worn Video / Audio
Solution**

Submission Date: May 19, 2014

RFP #: 1314 – 53