



CONTRACT NO. 500218
(RFP 804182)
FAREBOX AND VAULTING SYSTEM REPLACEMENT

CONTRACTOR:

GENFARE, LLC
800 ARTHUR AVENUE
ELK GROVE VILLAGE, IL 60007
Phone: 847-593-8855
EMAIL: GENFARE.SALES@SPX.COM

AWARD DATE: January 24, 2025

CONTRACT TERM: Two (2) years from the Contract Notice to Proceed.

PRICE: \$5,792,407.00

PROJECT MANAGER: Jonathan Tanzer
Telephone # (512) 369-6053
Email Address jonathan.tanzer@capmetro.org

CONTRACT ADMINISTRATOR: Sean Wighaman
Telephone # (512) 369-6243
Email Address sean.wighaman@capmetro.org

PROCUREMENT DEPARTMENT
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
2910 E. 5th STREET
AUSTIN, TEXAS 78702

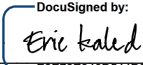


**CONTRACT 500218
(RFP 804182)**

FAREBOX AND VAULTING SYSTEM REPLACEMENT

TABLE OF CONTENTS

	EXHIBIT	DESCRIPTION
Part 1		AWARD/CONTRACT FORM
	A-REVISED-1	PRICING SCHEDULE
	B	REPRESENTATIONS AND CERTIFICATIONS
	E-REVISED-1	CONTRACTUAL TERMS AND CONDITIONS
	F-REVISED-1	SCOPE OF SERVICES AND COMPLIANCE MATRIX
	ATTACHMENT 1	GENFARE SUBSCRIPTION AND SERVICES AGREEMENT
Part 2		CONTRACTOR'S FINAL PROPOSAL REVISION (FPR), DATED 4/4/2024
		CONTRACTOR'S INITIAL PROPOSAL, DATED 2/9/2024
		AMENDMENTS 1 – 4

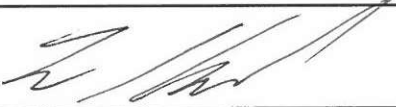
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY AUSTIN, TEXAS		
AWARD/CONTRACT FORM		
1. SOLICITATION NO: RFP 804182	2. CONTRACT NO: 500218	3. EFFECTIVE DATE: Upon Execution
4. CONTRACTS ADMINISTRATOR: Sean Wighamam		PHONE: 512-369-6243
5. SHIP TO ADDRESS:		6. DELIVERY TERMS:
CapMetro 2910 East 5 th Street Austin, Texas 78702		F.O.B. Destination
8. CONTRACTOR NAME & ADDRESS:		7. DISCOUNTS FOR PROMPT PAYMENT: N/A
Genfare, LLC 800 Arthur Avenue Elk Grove Village, IL 60007		9. REMITTANCE ADDRESS: (If different from Item 8)
PHONE: 847-593-8855	EMAIL: genfare.sales@spx.com	
10. SBE GOAL: N/A		
CONTRACT EXECUTION		
CAUTION: A false statement in any bid or proposal submitted to CMTA may be a criminal offense in violation of Section 37.10 of the Texas Penal Code.		
☒ NEGOTIATED AGREEMENT:	(Contractor is required to sign below and return to the Contracting Officer within three (3) calendar days of receipt.)	
Contractor agrees to perform, furnish and deliver all the services set forth or otherwise identified in the following items and all relevant attachments and addenda for the base and option years. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this Award/Contract, (b) the solicitation, as amended, and (c), such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein.		
SIGNATURE OF CONTRACTOR:		
Name/Title: <u>Eric Kaled, President</u> DocuSigned by:  E3E78E940D544D3... Date: <u>1/24/2025</u>		
☒ AWARD:	Items listed below are changes from the original offer and solicitation as submitted.	
This Award/Contract Form may be executed in multiple originals, and an executed facsimile or email copy shall have the same force and effect as an original document.		
ALTERATIONS IN CONTRACT: Changes are as follows: Refer to Exhibit E, Contractual Terms and Conditions. Exhibit E, Contractual Terms and Conditions shall be replaced with Exhibit E-Revised-1, attached hereto and made a part hereof for all pertinent purposes. The following sections in Exhibit E have been changed with strikethrough, red text, and highlight, marked with a vertical line in the margin. 9. PERFORMANCE DEFICIENCY CREDITS (PDC) 10. ACCEPTANCE CRITERIA 11. INSURANCE 14. REPRESENTATIONS AND WARRANTIES 19. CONTRACTOR AND SUBCONTRACTOR ANNUAL AUDITED FINANCIAL STATEMENTS AND ABILITY TO PERFORM 22. CHANGES 26. INTELLECTUAL PROPERTY; DATA PRIVACY PROVISIONS 38. LIMITATION OF LIABILITY 45. INDEMNIFICATION 53. ORDER OF PRECEDENCE Refer to ATTACHMENT 1, GENFARE SUBSCRIPTION AND SERVICES AGREEMENT, with mutually agreed upon changes and comments, attached hereto and made a part hereof for all pertinent purposes.		
11. ACCEPTED AS TO: All items specified in Exhibit A-Revised-1, Pricing Schedule, Items 1.0 through 18.0, in Section 6. PRICING: BASE PERIOD (CONTRACT YEAR 1 AND YEAR 2), in an amount not to exceed \$5,792,407.00.		
SIGNATURE OF CONTRACTING OFFICER: Muhammad Abdullah, C.P.M., VP Procurement & Chief Contracting Officer E-SIGNED by Muhammad Abdullah on 2025-02-14 22:25:47 GMT  February 14, 2025 Date: _____		

CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY

**EXHIBIT A-REVISED-1
FPR****PRICING SCHEDULE
RFP 804182**

THE OFFEROR IS REQUIRED TO SIGN AND DATE EACH PAGE OF THIS SCHEDULE

1. IDENTIFICATION OF OFFEROR AND SIGNATURE OF AUTHORIZED AGENT

Company Name (Printed)	Genfare, LLC		
Address	800 Arthur Avenue		
City, State, Zip	Elk Grove Village, IL 60007		
Phone, Fax, Email	847-593-8855		genfare.sales@spx.com
The undersigned agrees, if this offer is accepted within the period specified, to furnish any or all supplies and/or services specified in the Schedule at the prices offered therein.			
Authorized Agent Name and Title (Printed)	Eric Kaled, President		
Signature and Date			4/4/2024

2. ACKNOWLEDGEMENT OF AMENDMENTS

The offeror must acknowledge amendment(s) to this solicitation in accordance with the ACKNOWLEDGMENT OF AMENDMENTS section of Exhibit C.

3. PROMPT PAYMENT DISCOUNT

# of Days	Net 30 days	Percentage	0.00%
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Note, payment terms are specified in Exhibit E, Contractual Terms and Conditions.

4. AUTHORITY'S ACCEPTANCE (TO BE COMPLETED UPON AWARD BY CAPITAL METRO)

The Authority hereby accepts this offer.

Authorized Agent Name and Title (Printed)	
Signature and Date	
Accepted as to:	See Award/Contract Form

CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY

5. DOCUMENTS ENCLOSED WITH THE PROPOSAL

Proposals shall be submitted electronically via the Authority's PB System™ by PlanetBids ("PlanetBids"). See Exhibit C, Solicitation Instructions and Conditions, Section 4, PREPARATION OF PROPOSALS and Section 8, SUBMISSION OF PROPOSALS, for instructions on registering with, and submitting proposals on, PlanetBids.

Mark X each box below, to indicate that the submittals have been included in the offer. See Exhibit C, Solicitation Instructions and Conditions, Section 4, PREPARATION OF PROPOSALS for a description of the required proposal format.

Email Delivery of the Final Proposal Revision (FPR) shall be submitted electronically with the subject heading clearly identified as **RFP 804182, Farebox & Vaulting System Replacement, FPR Volume 1 and FPR Volume 2**, to the following email addresses:

To: **Procure.Help@capmetro.org**
Cc: **Sean.Wighaman@capmetro.org**



Exhibit A-Revised-1 – Pricing Schedule (signed PDF and Excel format)

Exhibit B – Representations and Certifications

Exhibit C-1 – Exceptions and Assumptions Form (if applicable)

Exhibit F – Scope of Services and Compliance Matrix

Firm Financial Data, as described in Exhibit C, Contents of Proposal

Note: Failure to submit the required submittals along with the offer may result in rejection of the offer.

Remainder of page left blank intentionally.

Signature of Authorized Agent: _____

Date: _____

The remainder of Exhibit A – Pricing Schedule has been redacted.

For further information regarding Exhibit A, you may:

- Reach out to the Contractor directly via the Contractor contact details provided on the cover page of this contract.

OR

- Submit a public information request directly to PIR@capmetro.org.

For more information regarding the Public Information Act and submitting public information requests, follow this link to our website: <https://www.capmetro.org/legal/>

EXHIBIT B

REPRESENTATIONS AND CERTIFICATIONS

(LOCALLY FUNDED SUPPLY/SERVICE/CONSTRUCTION CONTRACTS)

MUST BE RETURNED WITH THE OFFER

1. TYPE OF BUSINESS

(a) The offeror operates as (mark one):

- ☐ An individual
☐ A partnership
☐ A sole proprietor
☐ A corporation
☒ Another entity LLC

(b) If incorporated, under the laws of the State of:

Delaware

2. PARENT COMPANY AND IDENTIFYING DATA

(a) The offeror (mark one):

- ☒ is
☐ is not

owned or controlled by a parent company. A parent company is one that owns or controls the activities and basic business policies of the offeror. To own the offering company means that the parent company must own more than fifty percent (50%) of the voting rights in that company.

(b) A company may control an offeror as a parent even though not meeting the requirements for such ownership if the company is able to formulate, determine, or veto basic policy decisions of the offeror through the use of dominant minority voting rights, use of proxy voting, or otherwise.

(c) If not owned or controlled by a parent company, the offeror shall insert its own EIN (Employer's Identification Number) below:

(d) If the offeror is owned or controlled by a parent company, it shall enter the name, main office and EIN number of the parent company, below:

3. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

(a) The offeror (and all joint venture members, if the offer is submitted by a joint venture) certifies that in connection with this solicitation:

(1) the prices offered have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, with any other offeror or with any other competitor;

(2) unless otherwise required by law, the prices offered have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening of bids in the case of an invitation for bids, or prior to contract award in the case of a request for proposals, directly or indirectly to any other offeror or to any competitor; and

(3) no attempt has been made or will be made by the offeror to induce any other person or firm to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory:

(1) is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this provision; or

(i) has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this provision Eric Kaled, President [insert full name of person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the offeror's organization];

(ii) as an authorized agent, does certify that the principals named in subdivision (b)(1)(i) of this provision have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this provision; and

(iii) as an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this provision.

(c) If the offeror deletes or modifies paragraph (a)(2) of this provision, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

4. DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

(a) In accordance with the provisions of 2 C.F.R. (Code of Federal Regulations), part 180, the offeror certifies to the best of the offeror's knowledge and belief, that it and its principals:

(1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(2) have not within a three (3) year period preceding this offer been convicted of or had a civil judgment rendered against them for the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in (a)(2) above; and

(4) have not within a three (3) year period preceding this offer had one or more public transactions (Federal, State, or local) terminated for cause or default.

(b) Where the offeror is unable to certify to any of the statements above, the offeror shall attach a full explanation to this offer.

(c) For any subcontract at any tier expected to equal or exceed \$25,000:

(1) In accordance with the provisions of 2 C.F.R. part 180, the prospective lower tier subcontractor certifies, by submission of this offer, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to the statement, above, an explanation shall be attached to the offer.

(3) This certification (specified in paragraphs (c)(1) and (c)(2), above) shall be included in all applicable subcontracts and a copy kept on file by the prime contractor. The prime contractor shall be required to furnish copies of the certifications to the Authority upon request.

5. COMMUNICATIONS

(a) All oral and written communications with the Authority regarding this solicitation shall be exclusively with, or on the subjects and with the persons approved by, the persons identified in this solicitation. Discussions with any other person not specified could result in disclosure of proprietary or other competitive sensitive information or otherwise create the appearance of impropriety or unfair competition and thereby compromise the integrity of the Authority's procurement system. If competition cannot be resolved through normal communication channels, the Authority's protest procedures shall be used for actual or prospective competitors claiming any impropriety in connection with this solicitation.

(b) By submission of this offer, the offeror certifies that it has not, and will not prior to contract award, communicate orally or in writing with any Authority employee or other representative of the Authority (including Board Members, Capital Metro contractors or consultants), except as described below:

Individual's Name	Date/Subject of Communication
None	

(Attach continuation form, if necessary.)

6. CONTINGENT FEE

(a) Except for full-time, bona fide employees working solely for the offeror, the offeror represents as part of its offer that it (mark one):

- ☐ has
☒ has not

employed or retained any company or persons to solicit or obtain this contract, and (mark one):

- ☐ has
☒ has not

paid or agreed to pay any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) The offeror agrees to provide information relating to (a) above, when any item is answered affirmatively.

7. CODE OF ETHICS

(a) Statement of Purpose

The brand and reputation of Capital Metro is determined in large part by the actions or ethics of representatives of the agency. Capital Metro is committed to a strong ethical culture and to ethical behavior by all individuals serving Capital Metro as employees, members of the Board of Directors or volunteers. Individuals serving Capital Metro will conduct business with honesty and integrity. We will make decisions and take actions that are in the best interest of the people we serve and that are consistent with our mission, vision and this policy. The Code of Ethics (the "Code") documents Capital Metro's Standards of Ethical Conduct and policies for Ethical Business Transactions. Compliance with the Code will help protect Capital Metro's reputation for honesty and integrity. The Code attempts to provide clear principles for Capital Metro's expectations for behavior in conducting Capital Metro business. We have a duty to read, understand and comply with the letter and spirit of the Code and Capital Metro policies. You are encouraged to inquire if any aspect of the Code needs clarification.

(b) Applicability

The Code applies to Capital Metro employees, contractors, potential contractors, Board Members and citizen advisory committee members. Violation of the Code of Ethics may result in discipline up to and including termination or removal from the Board of Directors.

(c) Standards of Ethical Conduct

The public must have confidence in our integrity as a public agency and we will act at all times to preserve the trust of the community and protect Capital Metro's reputation. To demonstrate our integrity and commitment to ethical conduct we will:

- (1) Continuously exhibit a desire to serve the public and display a helpful, respectful manner.
- (2) Exhibit and embody a culture of safety in our operations.
- (3) Understand, respect and obey all applicable laws, regulations and Capital Metro policies and procedures both in letter and spirit.
- (4) Exercise sound judgment to determine when to seek advice from legal counsel, the Ethics Officer or others.
- (5) Treat each other with honesty, dignity and respect and will not discriminate in our actions toward others.
- (6) Continuously strive for improvement in our work and be accountable for our actions.
- (7) Transact Capital Metro business effectively and efficiently and act in good faith to protect the Authority's assets from waste, abuse, theft or damage.
- (8) Be good stewards of Capital Metro's reputation and will not make any representation in public or private, orally or in writing, that states, or appears to state, an official position of Capital Metro unless authorized to do so.
- (9) Report all material facts known when reporting on work projects, which if not revealed, could either conceal unlawful or improper practices or prevent informed decisions from being made.
- (10) Be fair, impartial and ethical in our business dealings and will not use our authority to unfairly or illegally influence the decisions of other employees or Board members.
- (11) Ensure that our personal or business activities, relationships and other interests do not conflict or appear to conflict with the interests of Capital Metro and disclose any potential conflicts.

(12) Encourage ethical behavior and report all known unethical or wrongful conduct to the Capital Metro Ethics Officer or the Board Ethics Officer.

(d) Roles and Responsibilities

It is everyone's responsibility to understand and comply with the Code of Ethics and the law. Lack of knowledge or understanding of the Code will not be considered. If you have a question about the Code of Ethics, ask.

It is the responsibility of Capital Metro management to model appropriate conduct at all times and promote an ethical culture. Seek guidance if you are uncertain what to do.

It is Capital Metro's responsibility to provide a system of reporting and access to guidance when an employee wishes to report a suspected violation and to seek counseling, and the normal chain of command cannot, for whatever reason, be utilized. If you need to report something or seek guidance outside the normal chain of command, Capital Metro provides the following resources:

- (1) Anonymous Fraud Hotline – Internal Audit
- (2) Anonymous Online Ethics Reporting System
- (3) Contact the Capital Metro Ethics Officer, Vice-President of Internal Audit, the EEO Officer or Director of Human Resources
- (4) Safety Hotline

The Capital Metro Ethics Officer is the Chief Counsel. The Ethics Officer is responsible for the interpretation and implementation of the Code and any questions about the interpretation of the Code should be directed to the Ethics Officer.

(e) Ethical Business Transactions

Section 1. Impartiality and Official Position

- (1) A Substantial Interest is defined by Tex. Loc. Govt. Code, § 171.002. An official or a person related to the official in the first degree by consanguinity or affinity has a Substantial Interest in:

(i) A business entity if the person owns ten percent (10%) or more of the voting stock or shares of the business entity or owns either 10% or more or \$15,000 or more of the fair market value of the business entity OR funds received by the person from the business entity exceed 10% of the person's gross income for the previous year; or

(ii) Real property if the interest is an equitable or legal ownership with a fair market value of \$2,500 or more.

Capital Metro will not enter into a contract with a business in which a Board Member or employee or a Family Member of a Board Member or employee as defined in Section 8 has a Substantial Interest except in case of emergency as defined in the Acquisition Policy PRC-100 or the business is the only available source for essential goods and services or property.

- (2) No Board Member or employee shall:

(i) Act as a surety for a business that has work, business or a contract with Capital Metro or act as a surety on any official bond required of an officer of Capital Metro.

(ii) Represent for compensation, advise or appear on behalf of any person or firm concerning any contract or transaction or in any proceeding involving Capital Metro's interests.

(iii) Use his or her official position or employment, or Capital Metro's facilities, equipment or supplies to obtain or attempt to obtain private gain or advantage.

(iv) Use his or her official position or employment to unfairly influence other Board members or employees to perform illegal, immoral, or discreditable acts or do anything that would violate Capital Metro policies.

(v) Use Capital Metro's resources, including employees, facilities, equipment, and supplies in political campaign activities.

(vi) Participate in a contract for a contractor or first-tier subcontractor with Capital Metro for a period of one (1) year after leaving employment on any contract with Capital Metro.

(vii) Participate for a period of two (2) years in a contract for a contractor or first-tier subcontractor with Capital Metro if the Board Member or employee participated in the recommendation, bid, proposal or solicitation of the Capital Metro contract or procurement.

Section 2. Employment and Representation

A Board Member or employee must disclose to his or her supervisor, appropriate Capital Metro staff or the Board Chair any discussions of future employment with any business which has, or the Board Member or employee should reasonably foresee is likely to have, any interest in a transaction upon which the Board Member or employee may or must act or make a recommendation subsequent to such discussion. The Board Member or employee shall take no further action on matters regarding the potential future employer.

A Board Member or employee shall not solicit or accept other employment to be performed or compensation to be received while still a Board Member or employee, if the employment or compensation could reasonably be expected to impair independence in judgment or performance of their duties.

A Board Member or employee with authority to appoint or hire employees shall not exercise such authority in favor of an individual who is related within the first degree, within the second degree by affinity or within the third degree by consanguinity as defined by the Capital Metro Nepotism Policy in accordance with Tex. Govt. Code, Ch. 573.

Section 3. Gifts

It is critical to keep an arms-length relationship with the entities and vendors Capital Metro does business with in order to prevent the appearance of impropriety, undue influence or favoritism.

No Board Member or employee shall:

(1) Solicit, accept or agree to accept any benefit or item of monetary value as consideration for the Board Member's or employee's decision, vote, opinion, recommendation or other exercise of discretion as a public servant. [Tex. Penal Code §36.02(c)]

(2) Solicit, accept or agree to accept any benefit or item of monetary value as consideration for a violation of any law or duty. [Tex. Penal Code §36.02(a)(1)]

(3) Solicit, accept or agree to accept any benefit or item of monetary value from a person the Board Member or employee knows is interested in or likely to become interested in any Capital Metro contract or transaction if the benefit or item of monetary value could reasonably be inferred as intended to influence the Board Member or employee. [Tex. Penal Code §36.08(d)]

(4) Receive or accept any gift, favor or item of monetary value from a contractor or potential contractor of Capital Metro or from any individual or entity that could reasonably be inferred as intended to influence the Board Member or employee.

Exception: Consistent with state law governing public servants, a gift does not include a benefit or item of monetary value with a value of less than \$50, excluding cash or negotiable instruments, unless it can reasonably be inferred

that the item was intended to influence the Board Member or employee. A department may adopt more restrictive provisions if there is a demonstrated and documented business need. [Tex. Penal Code § 36.10(a)(6)]

Exception: A gift or other benefit conferred, independent of the Board Member's or employee's relationship with Capital Metro, that is not given or received with the intent to influence the Board Member or employee in the performance of his or her official duties is not a violation of this policy. The Capital Metro Ethics Officer or Board Ethics Officer must be consulted for a determination as to whether a potential gift falls within this exception.

Exception: Food, lodging, or transportation that is provided as consideration for legitimate services rendered by the Board Member or employee related to his or her official duties is not a violation of this policy.

If you are uncertain about a gift, seek guidance from the Ethics Officer.

Section 4. Business Meals and Functions

Board Members and employees may accept invitations for free, reasonable meals in the course of conducting Capital Metro's business or while attending a seminar or conference in connection with Capital Metro business as long as there is not an active or impending solicitation in which the inviting contractor or party may participate and attendance at the event or meal does not create an appearance that the invitation was intended to influence the Board Member or employee.

When attending such events, it is important to remember that you are representing Capital Metro and if you chose to drink alcohol, you must do so responsibly. Drinking irresponsibly may lead to poor judgment and actions that may violate the Code or other Capital Metro policies and may damage the reputation of Capital Metro in the community and the industry.

Section 5. Confidential Information

It is everyone's responsibility to safeguard Capital Metro's nonpublic and confidential information.

No Board Member or employee shall:

(1) Disclose, use or allow others to use nonpublic or confidential information that Capital Metro has not made public unless it is necessary and part of their job duties and then only pursuant to a nondisclosure agreement approved by legal counsel or with consultation and permission of legal counsel.

(2) Communicate details of any active Capital Metro procurement or solicitation or other contract opportunity to any contractor, potential contractor or individual not authorized to receive information regarding the active procurement or contract opportunity.

Section 6. Financial Accountability and Record Keeping

Capital Metro's financial records and reports should be accurate, timely, and in accordance with applicable laws and accounting rules and principles. Our records must reflect all components of a transaction in an honest and forthright manner. These records reflect the results of Capital Metro's operations and our stewardship of public funds.

A Board Member or employee shall:

- (1) Not falsify a document or distort the true nature of a transaction.
- (2) Properly disclose risks and potential liabilities to appropriate Capital Metro staff.
- (3) Cooperate with audits of financial records.
- (4) Ensure that all transactions are supported by accurate documentation.
- (5) Ensure that all reports made to government authorities are full, fair, accurate and timely.

- (6) Ensure all accruals and estimates are based on documentation and good faith judgment.

Section 7. Conflict of Interest

Employees and Board Members are expected to deal at arms-length in any transaction on behalf of Capital Metro and avoid and disclose actual conflicts of interest under the law and the Code and any circumstance which could impart the appearance of a conflict of interest. A conflict of interest exists when a Board Member or employee is in a position in which any official act or action taken by them is, may be, or appears to be influenced by considerations of personal gain rather than the general public trust.

Conflict of Interest [Tex. Loc. Govt. Code, Ch. 171 & 176, § 2252.908]

No Board Member or employee shall participate in a matter involving a business, contract or real property transaction in which the Board Member or employee has a Substantial Interest if it is reasonably foreseeable that an action on the matter would confer a special economic benefit on the business, contract or real property that is distinguishable from its effect on the public. [Tex. Loc. Govt. Code, § 171.004]

Disclosure

A Board Member or employee must disclose a Substantial Interest in a business, contract, or real property that would confer a benefit by their vote or decision. The Board Member or employee may not participate in the consideration of the matter subject to the vote or decision. Prior to the vote or decision, a Board Member shall file an affidavit citing the nature and extent of his or her interest with the Board Vice Chair or Ethics Officer. [Tex. Loc. Govt. Code, § 171.004]

A Board Member or employee may choose not to participate in a vote or decision based on an appearance of a conflict of interest and may file an affidavit documenting their recusal.

Section 8. Disclosure of Certain Relationships [Tex. Loc. Govt. Code, Ch. 176]

Definitions

(1) A Local Government Officer is defined by Tex. Loc. Govt. Code § 176.001(4). A Local Government Officer is:

(i) A member of the Board of Directors;

(ii) The President/CEO; or

(iii) A third party agent of Capital Metro, including an employee, who exercises discretion in the planning, recommending, selecting or contracting of a vendor.

(2) A Family Member is a person related within the first degree by consanguinity or the second degree by affinity as defined by Tex. Govt. Code, Ch. 573.

(3) A Family Relationship is a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity as defined by Tex. Govt. Code, Ch. 573.

(4) A Local Government Officer must file a Conflicts Disclosure Statement (FORM CIS) if:

(i) The person or certain Family Members received at least \$2,500 in taxable income (other than investment income) from a vendor or potential vendor in the last twelve (12) months through an employment or other business relationship;

(ii) The person or certain Family Members received gifts from a vendor or potential vendor with an aggregate value greater than \$100 in the last 12 months; or

(iii) The vendor (or an employee of the vendor) has a Family Relationship with the Local Government Officer.

- (5) A vendor doing business with Capital Metro or seeking to do business with Capital Metro is required to file a completed questionnaire (FORM CIQ) disclosing the vendor's affiliations or business relationship with any Board Member or local government officer or his or her Family Member.

Section 9. Duty to Report and Prohibition on Retaliation

Board Members and employees have a duty to promptly report any violation or possible violation of this Code of Ethics, as well as any actual or potential violation of laws, regulations, or policies and procedures to the hotline, the Capital Metro Ethics Officer or the Board Ethics Officer.

Any employee who reports a violation will be treated with dignity and respect and will not be subjected to any form of retaliation for reporting truthfully and in good faith. Any retaliation is a violation of the Code of Ethics and may also be a violation of the law, and as such, could subject both the individual offender and Capital Metro to legal liability.

Section 10. Penalties for Violation of the Code of Ethics

In addition to turning over evidence of misconduct to the proper law enforcement agency when appropriate, the following penalties may be enforced:

(1) If a Board Member does not comply with the requirements of this policy, the Board member may be subject to censure or removal from the Board in accordance with Section 451.511 of the Texas Transportation Code.

(2) If an employee does not comply with the requirements of this policy, the employee shall be subject to appropriate disciplinary action up to and including termination.

(3) Any individual or business entity contracting or attempting to contract with Capital Metro which offers, confers or agrees to confer any benefit as consideration for a Board Member's or employee's decision, opinion, recommendation, vote or other exercise of discretion as a public servant in exchange for the Board Member's or employee's having exercised his official powers or performed his official duties, or which attempts to communicate with a Board Member or Capital Metro employee regarding details of a procurement or other contract opportunity in violation of Section 5, or which participates in the violation of any provision of this Policy may have its existing Capital Metro contracts terminated and may be excluded from future business with Capital Metro for a period of time as determined appropriate by the President/CEO.

(4) Any individual who makes a false statement in a complaint or during an investigation of a complaint with regard to a matter that is a subject of this policy is in violation of this Code of Ethics and is subject to its penalties. In addition, Capital Metro may pursue any and all available legal and equitable remedies against the person making the false statement or complaint.

Section 11. Miscellaneous Provisions

(1) This Policy shall be construed liberally to effectuate its purposes and policies and to supplement such existing laws as they may relate to the conduct of Board Members and employees.

(2) Within sixty (60) days of the effective date for the adoption of this Code each Board Member and employee of Capital Metro will receive a copy of the Code and sign a statement acknowledging that they have read, understand and will comply with Capital Metro's Code of Ethics. New Board Members and employees will receive a copy of the Code and are required to sign this statement when they begin office or at the time of initial employment.

(3) Board Members and employees shall participate in regular training related to ethical conduct, this Code of Ethics and related laws and policies.

8. **RESERVED**

9. TEXAS ETHICS COMMISSION CERTIFICATION

In accordance with Section 2252.908, Texas Government Code, upon request of the Authority, the selected contractor may be required to electronically submit a "Certificate of Interested Parties" with the Texas Ethics Commission in the form required by the Texas Ethics Commission, and furnish the Authority with the original signed and notarized document prior to the time the Authority signs the contract. The form can be found at www.ethics.state.tx.us. Questions regarding the form should be directed to the Texas Ethics Commission.

10. TEXAS LABOR CODE CERTIFICATION (CONSTRUCTION ONLY)

Contractor certifies that Contractor will provide workers' compensation insurance coverage on every employee of the Contractor employed on the Project. Contractor shall require that each Subcontractor employed on the Project provide workers' compensation insurance coverage on every employee of the Subcontractor employed on the Project and certify coverage to Contractor as required by Section 406.96 of the Texas Labor Code, and submit the Subcontractor's certificate to the Authority prior to the time the Subcontractor performs any work on the Project.

11. CERTIFICATION REGARDING ISRAEL

As applicable and in accordance with Section 2271.002 of the Texas Government Code, the Contractor certifies that it does not boycott Israel and will not boycott Israel during the term of this Contract.

12. CERTIFICATION REGARDING FOREIGN TERRORIST ORGANIZATIONS

Contractor certifies and warrants that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Texas Government Code.

13. VERIFICATION REGARDING FIREARM ENTITIES AND FIREARM TRADE ASSOCIATIONS

As applicable and in accordance with Section 2274.002 of the Texas Government Code, Contractor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and will not discriminate during the term of the Contract against a firearm entity or firearm trade association.

14. BOYCOTT OF ENERGY COMPANIES PROHIBITED

Pursuant to Chapter 2274 of Texas Government Code, Contractor verifies that:

- (a) it does not, and will not for the duration of the Contract, boycott energy companies, as defined in Section 2274.002 of the Texas Government Code, or
- (b) the verification required by Section 2274.002 of the Texas Government Code does not apply to Contractor and this Contract. If circumstances relevant to this provision change during the course of the Contract, Contractor shall promptly notify the Authority.

15. CRITICAL INFRASTRUCTURE PROHIBITION

Pursuant to Chapter 2274 of Texas Government Code, Contractor certifies that, if this Contract or any contract between Contractor and Capital Metro relates to critical infrastructure, as defined in Chapter 2274 of the Texas Government Code, Contractor is not owned by or the majority of stock or other ownership interest of its firm is not held or controlled by:

- (a) individuals who are citizens of China, Iran, North Korea, Russia, or a Governor-designated country; or
- (b) a company or other entity, including a governmental entity, that is owned or controlled by citizens of or is directly controlled by the government of China, Iran, North Korea, Russia, or a Governor-designated country; or

- (c) headquartered in China, Iran, North Korea, Russia, or a Governor-designated country.

16. CERTIFICATION OF PRIME CONTRACTOR PARTICIPATION

- (a) The Prime Contractor certifies that it shall perform no less than thirty percent (30%) of the work with his own organization. The on-site production of materials produced by other than the Prime Contractor's forces shall be considered as being subcontracted.
- (b) The organization of the specifications into divisions, sections, articles, and the arrangement and titles of the project drawings shall not control the Prime Contractor in dividing the work among subcontractors or in establishing the extent of the work to be performed by any trade.
- (c) The offeror further certifies that no more than seventy percent (70%) of the work will be done by subcontractors.

17. REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

- (a) *Prohibition.* This Contract is subject to the Public Law 115-232, Section 889, and 2 Code of Federal Regulations (CFR) Part 200, including §200.216 and §200.471 related to the prohibition of certain "covered telecommunications equipment and services", which includes:

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities)

(2) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(3) Telecommunications or video surveillance services provided by such entities or using such equipment.

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

- (b) *Procedures.* The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) for entities excluded from receiving federal awards for "covered telecommunications equipment or services".

- (c) *Representation.* The Offeror represents that—

(1) It

- ☐ will
☒ will not

provide covered telecommunications equipment or services to the Authority in the performance of any contract, sub-contract or other contractual instrument resulting from this solicitation. The Offeror shall provide the additional disclosure information required at paragraph (d)(1) of this section if the Offeror responds "will" in paragraph (c)(1) of this section; and

(2) After conducting a reasonable inquiry, for purposes of this representation, the Offeror represents that—

☐ does

☒ does not

use covered telecommunications equipment or services, or use any equipment, system, or service that uses covered telecommunications equipment or services. The Offeror shall provide the additional disclosure information required at paragraph (d)(2) of this section if the Offeror responds "does" in paragraph (c)(2) of this section.

(d) *Disclosures.*

(1) Disclosure for the representation in paragraph (c)(1) of this provision. If the Offeror has responded "will" in the representation in paragraph (c)(1) of this provision, the Offeror shall provide the following information as part of the offer:

(i) For covered equipment—

(A) The entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the original equipment manufacturer (OEM) or a distributor, if known);

(B) A description of all covered telecommunications equipment offered (include brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); and

(C) Explanation of the proposed use of covered telecommunications equipment and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (a)(1) of this provision.

(ii) For covered services—

(A) If the service is related to item maintenance: A description of all covered telecommunications services offered (include on the item being maintained: Brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); or

(B) If not associated with maintenance, the Product Service Code (PSC) of the service being provided; and explanation of the proposed use of covered telecommunications services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (a)(1) of this provision.

(2) Disclosure for the representation in paragraph (c)(2) of this provision. If the Offeror has responded "does" in the representation in paragraph (c)(2) of this provision, the Offeror shall provide the following information as part of the offer:

(i) For covered equipment—

(A) The entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the OEM or a distributor, if known);

(B) A description of all covered telecommunications equipment offered (include brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); and

(C) Explanation of the proposed use of covered telecommunications equipment and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (a)(2) of this provision.

(ii) For covered services—

(A) If the service is related to item maintenance: A description of all covered telecommunications services offered (include on the item being maintained: Brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); or

(B) If not associated with maintenance, the PSC of the service being provided; and explanation of the proposed use of covered telecommunications services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (a)(2) of this provision.

18. SIGNATURE BLOCK FOR ALL REPRESENTATIONS AND CERTIFICATIONS

(a) These representations and certifications concern a material representation of fact upon which reliance will be placed in awarding a contract. If it is later determined that the offeror knowingly rendered an erroneous or false certification, in addition to all other remedies the Authority may have, the Authority may terminate the contract for default and/or recommend that the offeror be debarred or suspended from doing business with the Authority in the future.

(b) The offeror shall provide immediate written notice to the Authority if, at any time prior to contract award, the offeror learns that the offeror's certification was, or a subsequent communication makes, the certification erroneous.

(c) Offerors must set forth full, accurate and complete information as required by this solicitation (including this attachment). Failure of an offeror to do so may render the offer nonresponsive.

(d) A false statement in any offer submitted to the Authority may be a criminal offense in violation of Section 37.10 of the Texas Penal Code.

(e) I understand that a false statement on this certification may be grounds for rejection of this submittal or termination of the awarded contract.

Name of Offeror:

Genfare, LLC

Type/Print Name of Signatory:

Eric Kaled, President

Signature:



Date:

1/31/24

EXHIBIT E-REVISED-1
CONTRACTUAL TERMS AND CONDITIONS
(SERVICES CONTRACT)

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- (a) "Applicable Anti-Corruption and Bribery Laws" means international, federal, state, provincial and local laws, rules, regulations, directives and governmental requirements currently in effect and as they become effective relating in any way to the Contractor's provision of goods and/or services to Authority, including without limitation "FCPA" or any applicable laws and regulations, including in the jurisdiction in which the Contractor operates and/or manufactures goods for the Authority, relating to anti-corruption and bribery.
- (b) "Authority", "Capital Metro", "CapMetro", "CMTA" means Capital Metropolitan Transportation Authority.
- (c) "Authority Data" means all data, content and information (i) submitted by or on behalf of the Authority or its customers to the Contractor or loaded into the System, (ii) obtained, developed, produced or processed by the Contractor or by the Application or System in connection with the Contract, or (iii) to which the Contractor has access in connection with the Contract, and all derivative versions of such data, content and information, and any derivative versions thereof, in any form or format.
- (d) "Authority Electronic Property" means (i) any websites controlled by the Authority, (ii) any Authority mobile device apps, (iii) any application programming interfaces (API) to the Authority's information technology systems, (iv) any other kiosks, devices or properties for consumer interaction that are created, owned, or controlled by the Authority, and (v) versions and successors of the foregoing, any form or format now known or later developed, that may be used by customers obtaining products or services from the Authority.
- (e) "Change Order" means a written order to the Contractor signed by the Contracting Officer, issued after execution of the Contract, authorizing a change in the term or scope of the Contract.
- (f) "Contract" or "Contract Documents" means this written agreement between the parties comprised of all the documents listed in the Table of Contents, Change Orders and/or Contract Modifications that may be entered into by the parties.
- (g) "Contract Award Date" means the date of the Contract award notice, which may take the form of a purchase order, signed Contract or Notice of Award, issued by the Authority.
- (h) "Contract Modification" means any changes in the terms or provisions of the Contract which are reduced to writing and fully executed by both parties.
- (i) "Contract Sum" means the total compensation payable to the Contractor for performing the Services as originally contracted for or as subsequently adjusted by Contract Modification.
- (j) "Contract Term" means period of performance set forth in the paragraph entitled "Term" contained in Exhibit E.
- (k) "Contracting Officer" means a person with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings on behalf of the Authority. The term includes certain authorized representatives of the Contracting Officer acting within the limits of their authority as delegated by the Contracting Officer.
- (l) "Contractor" means the entity that has assumed the legal obligation to perform the Services as identified in the Contract.

- (m) "Days" means calendar days. In computing any period of time established under this Contract, the day of the event from which the designated period of time begins to run shall not be included, but the last day shall be included unless it is a Saturday, Sunday, or Federal or State of Texas holiday, in which event the period shall run to the end of the next business day.
- (n) "FAR" means the Federal Acquisition Regulations codified in 48 C.F.R. Title 48.
- (o) "FCPA" means the United States Foreign Corrupt Practices Act, 15 U.S.C. §§ 78dd-1, et seq., as amended.
- (p) "Force Majeure Event" means strikes, lockouts, or other industrial disputes; explosions, epidemics, civil disturbances, acts of domestic or foreign terrorism, wars within the continental United States, riots or insurrections; embargos, natural disasters, including but not limited to landslides, earthquakes, floods or washouts; interruptions by government or court orders; declarations of emergencies by applicable federal, state or local authorities; and present or future orders of any regulatory body having proper jurisdiction.
- (q) "FTA" means the Federal Transit Administration.
- (r) "Fully Burdened Hourly Labor Rate" means an hourly rate that includes all salary, overhead costs, general and administrative expenses, and profit.
- (s) "Intellectual Property Rights" means the worldwide legal rights or interests evidenced by or embodied in: (i) any idea, software, design, concept, personality right, method, process, technique, apparatus, invention, discovery, or improvement, including any patents, trade secrets, and know-how; (ii) any work of authorship, including any copyrights, moral rights or neighboring rights, and any derivative works thereto; (iii) any trademark, service mark, trade dress, trade name, or other indicia of source or origin; (iv) domain name registrations; and (v) any other proprietary or similar rights. The Intellectual Property Rights of a party include all worldwide legal rights or interests that the party may have acquired by assignment or license with the right to grant sublicenses.
- (t) "Manufacturing Materials" mean any completed or partially completed supplies and materials, parts, dies, jigs, fixtures, plans, drawings, information, and contract rights specifically produced or specially acquired by the Contractor for the performance of the Contract.
- (u) "Notice of Award" means formal notice of award of the Contract to the Contractor issued by the Contracting Officer.
- (v) "Notice to Proceed" means written authorization for the Contractor to start the Services.
- (w) "Project Manager" means the designated individual to act on behalf of the Authority, to monitor and certify the technical progress of the Contractor's Services under the terms of this Contract.
- (x) "Proposal" means the offer of the proposer, submitted on the prescribed form, stating prices for performing the work described in the Scope of Services.
- (y) "Services" means the services to be performed by the Contractor under this Contract, and includes services performed, workmanship, and supplies furnished or utilized in the performance of the Services.
- (z) "Subcontract" means the Contract between the Contractor and its Subcontractors.
- (aa) "Subcontractor" means subcontractors of any tier.
- (bb) "Works" means any tangible or intangible items or things that have been or will be specifically, generated, prepared, created, or developed by the Contractor (or such third parties as the Contractor may be permitted to engage) at any time following the effective date of the Contract, for the exclusive use of, and ownership by, Authority under the Contract, including but not limited to any (i) works of authorship (such as literary works, musical works, dramatic works, choreographic works, pictorial, graphic and sculptural works, motion pictures and other audiovisual works, sound recordings and architectural works, which includes but is not limited to manuals, instructions, printed material, graphics, artwork, images, illustrations, photographs, computer software, scripts, object code, source code

or other programming code, HTML code, data, information, multimedia files, text web pages or web sites, other written or machine readable expression of such works fixed in any tangible media, and all other copyrightable works), (ii) trademarks, service marks, trade dress, trade names, logos, or other indicia of source or origin, (iii) ideas, designs, concepts, personality rights, methods, processes, techniques, apparatuses, inventions, formulas, discoveries, or improvements, including any patents, trade secrets and know-how, (iv) domain names, (v) any copies, and similar or derivative works to any of the foregoing, and (vi) all documentation and materials related to any of the foregoing.

2. FIXED PRICE CONTRACT

This is a fixed price Contract for the Services specified and stated elsewhere in the Contract.

3. PERFORMANCE BOND

(a) The Contractor shall provide a Performance Bond in an amount equal to one hundred percent (100%) of the contract amount of the effective Base Periods. The Contractor shall be required to submit the required bond to the Contracting Officer within ten (10) days from the date of Contract Award Date. The surety company providing the bond must be listed in the latest United States Treasury Department Circular 570, be authorized to do business in Texas and have an underwriting limitation equal to or greater than the penal sum of the bond. If any surety upon any bond furnished in connection with the Contract becomes insolvent, or otherwise not authorized to do business in the State, the Contractor shall promptly furnish equivalent security to protect the interest of the Authority and of persons supplying labor, materials and/or equipment in the prosecution of the Work.

(b) The bond shall be accompanied by a valid Power-of-Attorney, issued by the surety company and attached, signed and sealed, with the corporate embossed seal, to the bond, authorizing the agent who signs the bond to commit the surety company to the terms of the bond, and stating on the face of the Power-of-Attorney the limit, if any, in the total amount for which he/she is empowered to issue a single bond.

(c) A surety bond rider increasing or decreasing the dollar amount of any payment and performance bond will be required for any Change Order that increases or decreases the contract amount.

(d) In addition, the Authority may request a surety bond increasing the dollar amount if:

- (1) any surety upon any bond furnished with this Contract becomes unacceptable to the Authority; or
- (2) any surety fails to furnish reports on its financial condition as required by the Authority.

(e) The Contractor shall provide a Performance Bond in an amount equal to twenty percent (20%) of the contract amount for the effective option periods during maintenance and warranty terms.

4. TERM

The term of the Contract shall be two (2) years from the Contract Notice to Proceed. No Services shall be performed under this Contract prior to issuance of a Notice to Proceed.

5. OPTION TO EXTEND CONTRACT TERM

The Authority shall have the unilateral right and option to extend the Contract for up to three (3) option periods for a twelve (12) month duration each at the option prices set forth in Exhibit A - Pricing Schedule upon written notice to the Contractor.

6. ADDITIONAL OPTION TO EXTEND CONTRACT PERFORMANCE

If the options granted in Paragraph 4 have been exercised in their entirety, the Authority shall have the unilateral right and option to require continued performance of any services within the limits and rates specified in the Contract. This option may be exercised more than once, but the extension of performance hereunder shall not exceed a total of 6 months. The Authority may exercise the option by written notice to the Contractor.

7. INVOICING AND PAYMENT

(a) Invoices may be submitted once per month for work completed and accepted by the Authority, and marked "Original" to:

ap_invoices@capmetro.org

Or via mail to:

Accounts Payable
Capital Metropolitan Transportation Authority
P.O. Box 6308
Austin, Texas 78762-6308

and shall conform to policies or regulations adopted from time to time by the Authority. Invoices shall be legible and shall contain, as a minimum, the following information:

- (1) the Contract and order number (if any);
- (2) a complete itemization of all costs including quantities ordered and delivery order numbers (if any);
- (3) any discounts offered to the Authority under the terms of the Contract;
- (4) evidence of the acceptance of the supplies or Services by the Authority; and
- (5) any other information necessary to demonstrate entitlement to payment under the terms of the Contract.

(b) All undisputed invoices shall be paid within the time period allowed by law through the Texas Prompt Payment Act, Tex. Gov't Code § 2251.021(b).

(c) The Contractor shall be responsible for all costs/expenses not otherwise specified in this Contract, including by way of example, all costs of equipment provided by the Contractor or Subcontractor(s), all fees, fines, licenses, bonds, or taxes required or imposed against the Contractor and Subcontractor(s), travel related expenses, and all other Contractor's costs of doing business.

(d) In the event an overpayment is made to the Contractor under this Contract or the Authority discovers that the Authority has paid any invoices or charges not authorized under this Contract, the Authority may offset the amount of such overpayment or unauthorized charges against any indebtedness owed by the Authority to the Contractor, whether arising under this Contract or otherwise, including withholding payment of an invoice, in whole or in part, or the Authority may deduct such amounts from future invoices. If an overpayment is made to the Contractor under this Contract which cannot be offset under this Contract, the Contractor shall remit the full overpayment amount to the Authority within thirty (30) calendar days of the date of the written notice of such overpayment or such other period as the Authority may agree. The Authority reserves the right to withhold payment of an invoice, in whole or in part, or deduct the overpayment from future invoices to recoup the overpayment.

8. PAYMENT MILESTONES

Payment for each of the project phases shall be paid in the following percentages of the total contract amount based on Appendix C, Project Phase Requirements of Exhibit F, Scope of Services and Compliance Matrix:

Project Phase Tasks and Deliverables	Percentage
1.0 - Plan	5%
2.0 - Design	10%
3.0 - Develop	15%
4.0 - Test	15%
5.0 - Deploy/Go Live	45%
6.0 - Close	10%

9. PERFORMANCE DEFICIENCY CREDITS (PDC)

The foundation of a successful project is the adherence to scope, schedule, and budget with the quality expected. The project schedule as agreed between the parties and incorporated into the Contract will be used to manage Contractor performance. At the discretion of the Authority and for reasons caused solely by Contractor, the Contractor will be assessed a PDC when a Phase End Milestone due date is missed. When that occurs, the Contractor is expected to provide additional resources or other measures in order to get back on schedule. The Contractor will not be assessed a PDC for any delays caused by the Authority.

Payment Milestone	Payment Value (% of Contract)	Performance Deficiency Credits (PDCs)			
		Disincentive	Payment Received	Payment Withheld	Payment Lost
Plan	5%	> 30 days	50%	50%	0%
Design	10%				
Develop	15%				
Test	15%				
Deploy/Go Live	45%				
Closeout	10%	> 30 days	90%	0%	10%
	+ Any payments withheld	31 – 90 days	80%	0%	20%
		> 90 days	70%	0%	30%

The total of all PDC's under the Contract shall not exceed \$848,600.00. No PDCs will apply if Authority terminates Contractor's right to proceed. PDCs shall be Authority's sole and exclusive remedy for a Contractor delay. Contractor shall have no liability for any delays beyond its control.

10. ACCEPTANCE CRITERIA

A review of the Contractor's Services will be performed by the Authority upon delivery. If any Services performed under this Contract are deemed incomplete or unacceptable in any way, per Acceptance Criteria referenced in Exhibit F, Scope of Services and Compliance Matrix, the Authority will require the Contractor to take corrective measures at no additional cost to the Authority.

Risk of loss and title to all equipment shall pass to CapMetro, free of encumbrances, at the time of delivery to CapMetro.

11. INSURANCE

(a) The Contractor shall furnish proof of CapMetro-stipulated insurance requirements specified below. All The Commercial General Liability insurance policies shall be primary and non-contributing with any other valid and collectible insurance or self-insurance available to the Authority and shall contain a contract waiver of subrogation in favor of the Authority. The Contractor shall furnish to the Authority certificate(s) of insurance evidencing the required coverage and endorsement(s). and, upon request, a certified duplicate original of any of those policies. Prior to the expiration of a certificate of insurance Upon renewal, a new certificate of insurance shall be furnished to the Authority showing continued coverage. Each policy The Contractor shall be endorsed to provide thirty (30) days written notice of cancellation or non-renewal to the Authority and the Authority shall be named included as an Additional Insured under each policy except Professional the Commercial General Liability insurance if required by this Contract and Automobile Liability policies. All insurance policies shall be written by reputable insurance company or companies acceptable to the Authority with a current Best's Insurance Guide Rating of A+ and Class XIII or better. All insurance companies shall be authorized to transact business in the State of Texas. The Contractor shall notify the Authority in writing of any material alteration of such policies, including any change in the retroactive date in any "claims-made" policy or substantial reduction of aggregate limits, if such limits apply or cancellation thereof at least thirty (30) days prior thereto. The below requirements only represent the minimum coverage acceptable to the Authority and these

~~requirements are not intended to represent the maximum risk or the maximum liability of the Contractor.~~ The Contractor shall be responsible for setting its own insurance requirements, if any, for the kind and amounts of insurance to be carried by its Subcontractors in excess of the insurance required by the Authority.

The Contractor shall carry and pay the premiums for insurance of the types and in the amounts stated below.

CAPMETRO **MINIMUM** COVERAGE REQUIREMENTS:

(1) **Comprehensive General Liability Insurance** Coverage with limits of not less than One Million Dollars and No/100 Dollars (\$1,000,000) ~~with an aggregate of~~ **per occurrence and** Two Million Dollars and No/100 Dollars (\$2,000,000) **in the aggregate** with coverage that includes:

- (i) Products and Completed Operations Liability
- (ii) Independent Contractors
- (iii) Personal Injury Liability extended to claims arising from employees of the Contractor and the Authority.
- (iv) Contractual Liability pertaining to the liabilities assumed in the agreement **subject to the terms and conditions of the policy.**

(2) **Automobile Liability Insurance** covering all owned, hired and non-owned automobiles used in connection with work with limits not less than One Million and No/100 Dollars (\$1,000,000) Combined Single Limit of Liability for Bodily Injury and Property Damage.

(3) **Workers' Compensation:** Statutory Workers' Compensation coverage in the State of Texas. Employers Liability Insurance with **minimum** limits of liability of One Million Dollars and No/100 Dollars (\$1,000,000).

(4) **Technology Errors & Omissions Insurance:** Combined Technology & Omissions Policy with **a minimum not less than** One Million and No/100 Dollars (\$1,000,000) claim limit, including (a) Professional Liability Insurance covering negligent acts, errors and omissions arising from the Contractor's work to pay damages for which the Contractor may become legally obligated (such coverage to be maintained for at least two (2) years after termination of this contract, which obligation shall expressly survive termination of this contract; and (b) Privacy, Security and Media Liability Insurance providing liability for unauthorized access or disclosure, security breaches or system attacks, ~~as well as infringement of copyright and trademark that might result from this contract.~~

(5) **Terrorism Coverage:** All policies shall include Terrorism Coverage.

(b) The limits of liability as required above may be provided by a single policy of insurance or by a combination of primary, excess or umbrella policies but in no event shall the total limits of liability available for any one occurrence or accident be less than the amount required above.

(c) The Contractor, and all of its insurers shall, in regard to the above stated insurance, agree to waive all rights of recovery or subrogation against the Authority, its directors, officers, employees, agents, successors and assigns, and the Authority's insurance companies arising out of **any** claims for injury(ies) or damages resulting from the Services performed by or on behalf of the Contractor under this Contract and/or use of any Authority premises or equipment under this Contract.

(d) **Each The Commercial General Liability** insurance policy shall contain the following endorsements: PRIMARY AND NON-CONTIBUTORY INSURANCE and WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS, which shall be evidenced on the Certificate of Insurance. ~~The General Liability insurance shall include contractual endorsement(s) which acknowledge all indemnification requirements under the Agreement.~~ All required endorsements shall be evidenced on the Certificate of Insurance, ~~which shall be evidenced on the Certificate of Insurance.~~

Proof that insurance coverage exists shall be furnished to the Authority by way of a Certificate of Insurance before any part of the Contract work is started.

(e) If any insurance coverage required to be provided by the Contractor is canceled, terminated, or modified so that the required insurance coverages are no longer in full force and effect, the Authority may terminate this Contract or obtain insurance coverages equal to the required coverage, the full cost of which will be the responsibility of the Contractor and shall be deducted from any payment due the Contractor.

(f) If any part of the Contract is sublet, the Contractor shall be liable for its Subcontractor's insurance coverages of the types and in the amounts stated above, and shall furnish the Authority with copies of such Certificates of Insurance. No delay in the Services caused by the Contractor's enforcement of its Subcontractor's insurance requirements shall be excusable delay in the Contract. In the event a Subcontractor is unable to furnish insurance in the limits required under the Contract, the Contractor shall endorse the Subcontractor as an ADDITIONAL INSURED on the Contractor's policies.

~~(g) All insurance required to be maintained or provided by the Contractor shall be with companies and through policies approved by The Authority. The Authority reserves the right to inspect in person, prior to the commencement of the Services, all of the Contractor's insurance policy required under this Contract.~~

~~(h)~~(g) The Contractor must furnish proof of the required insurance within five (5) days of the award of the Contract. Certificate of Insurance must indicate the Contract number and description. The insurance certificate should be furnished to the attention of the Contracting Officer.

~~(i)~~(h) The Contractor and its lower tier Subcontractors are required to cooperate with the Authority and report all potential claims (workers' compensation, general liability and automobile liability) pertaining to this Contract to the Authority's Risk Management Department at (512) 389-7549 within two (2) days of the incident.

12. PERFORMANCE OF SERVICES BY THE CONTRACTOR

Except as otherwise provided herein, the Contractor shall perform no less than thirty percent (30%) of the Services with its own organization. If, during the progress of Services hereunder, the Contractor requests a reduction in such performance percentage and the Authority determines that it would be to the Authority's advantage, the percentage of the Services required to be performed by the Contractor may be reduced; provided, written approval of such reduction is obtained by the Contractor from the Authority.

13. REMOVAL OF ASSIGNED PERSONNEL

The Authority may require, in writing, that the Contractor remove from the Services any employee or Subcontractor of the Contractor that the Authority deems inappropriate for the assignment.

14. REPRESENTATIONS AND WARRANTIES

The Contractor represents and warrants to the Authority, that the Services shall be performed in conformity with the descriptions and other data set forth in this Contract and with sound professional principles and practices in accordance with accepted industry standards, and that work performed by the Contractor's personnel shall reflect sound professional knowledge, skill and judgment. If any breach of the representations and warranties is discovered by the Authority during the process of the work or within one (1) year after acceptance of the work by the Authority, the Contractor shall again cause the nonconforming or inadequate work to be properly performed at the Contractor's sole expense and shall reimburse for costs directly incurred by the Authority as a result of reliance by the Authority on services failing to comply with the representations and warranties. **This warranty shall not apply to (i) any loss or damage resulting from normal wear and tear or alteration, misuse, abuse or (ii) improper installation, operation or maintenance by Authority or a third party. THE FOREGOING WARRANTIES ARE IN LIEU OF, AND CONTRACTOR EXPRESSLY DISCLAIMS, ALL OTHER WARRANTIES, EXPRESS OR IMPLIED IN FACT OR BY LAW, INCLUDING WITHOUT LIMITATION ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE. THE FOREGOING WARRANTIES STATE CONTRACTOR'S ENTIRE AND EXCLUSIVE**

LIABILITY AND AUTHORITY'S SOLE AND EXCLUSIVE REMEDY, IN CONNECTION WITH THE SALE OR FURNISHING OF MATERIALS, THEIR DESIGN, SUITABILITY FOR USE, INSTALLATION, OPERATION OR OTHERWISE.

15. INDEPENDENT CONTRACTOR

The Contractor's relationship to the Authority in the performance of this Contract is that of an independent contractor. The personnel performing Services under this Contract shall at all times be under the Contractor's exclusive direction and control and shall be employees of the Contractor and not employees of the Authority. The Contractor shall be fully liable for all acts and omissions of its employees, Subcontractors, and their suppliers and shall be specifically responsible for sufficient supervision and inspection to assure compliance in every respect with Contract requirements. There shall be no contractual relationship between any Subcontractor or supplier of the Contractor and the Authority by virtue of this Contract. The Contractor shall pay wages, salaries and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, such as Social Security, income tax withholding, unemployment compensation, workers' compensation and similar matters.

16. COMPOSITION OF CONTRACTOR

If the Contractor hereunder is comprised of more than one legal entity, each such entity shall be jointly and severally liable hereunder.

17. SUBCONTRACTORS AND OUTSIDE CONSULTANTS

Any Subcontractors and outside associates or consultants required by the Contractor in connection with the Services covered by the Contract will be limited to such individuals or firms as were specifically identified and agreed to by the Authority in connection with the award of this Contract. Any substitution in such Subcontractors, associates, or consultants will be subject to the prior approval of the Authority.

18. EQUITABLE ADJUSTMENTS

(a) Any requests for equitable adjustments under any provision shall be governed by the following provisions:

(1) Upon written request, the Contractor shall submit a proposal, in accordance with the requirements and limitations set forth in this paragraph, for Services involving contemplated changes covered by the request. The proposal shall be submitted within the time limit indicated in the request for any extension of such time limit as may be subsequently granted. The Contractor's written statement of the monetary extent of a claim for equitable adjustment shall be submitted in the following form:

(i) Proposals totaling \$5,000 or less shall be submitted in the form of a lump sum proposal with supporting information to clearly relate elements of cost with specific items of Services involved to the satisfaction of the Contracting Officer, or his/her authorized representative.

(ii) For proposals in excess of \$5,000, the claim for equitable adjustment shall be submitted in the form of a lump sum proposal supported with an itemized breakdown of all increases and decreases in the Contract.

(b) No proposal by the Contractor for an equitable adjustment shall be allowed if asserted after final payment under this Contract.

19. CONTRACTOR AND SUBCONTRACTOR ANNUAL AUDITED FINANCIAL STATEMENTS AND ABILITY TO PERFORM

~~The Contractor must provide evidence of its financial resources and its ability to perform the services for which Contractor is submitting a response. This includes information Contractor or believes is pertinent that demonstrates its financial capability, financial solvency, and capability to fulfill the requirements of this contract.~~

~~The Contractor shall provide to the Authority a copy of Contractors' and Subcontractors' latest audited financial statements, which may include Contractor's balance sheet, statements of income, retained earnings, cash flows, and the~~

notes to the financial statements, as well as Contractor's most current 10-K, if applicable, throughout the term of the Contract. The audited financial statements shall be provided annually. The financial statements shall be provided to the Authority within ninety (90) calendar days from the end of Contractor's fiscal period. For instance, if Contractor's fiscal period ends each December 31st, then the financial statements shall be provided to the Authority no later than March 31st of the following year. The Authority, at its discretion, may accept unaudited financial reports.

Contractor is a wholly-owned subsidiary of SPX Technologies, Inc, a publicly traded company (NYSE: SPXC). Contractor, as part of a public company, does not have its own audited financial statements. SPX Technologies audited financials are available in its 10K filing which is publicly available and can also be located at: <https://www.spx.com/investor-relations/financial-information>.

20. PERSONNEL ASSIGNMENTS

(a) The Contractor shall perform the Services in an orderly and workmanlike manner, and shall utilize persons skilled and qualified for the performance of the Services. The Authority will have the right to review the experience of each person assigned to perform the Services and approve personnel assignments, including those to be performed by Subcontractors,

(b) The Contractor certifies that the Contractor, and each Subcontractor, have established a criminal history background policy that complies with guidance issued by the U.S. Equal Employment Opportunity Commission and that the Contractor and each Subcontractor conducts criminal history checks on its assigned personnel in accordance with such policy to identify, hire and assign personnel to work on this Contract whose criminal backgrounds are appropriate for the Services being performed, considering the risk and liability to the Contractor and the Authority. The Authority reserves the right to require the Contractor and any Subcontractor to disclose any criminal or military criminal convictions of assigned personnel and the right to disapprove the use of assigned personnel with criminal or military convictions.

(c) At the commencement of the Contract, the Contractor shall provide a list of candidates to be used to provide the Services and shall certify that a criminal history background check has been completed on each candidate within the preceding 6-month period. Thereafter during the Term, the Contractor shall submit quarterly report containing a list of all persons (including Subcontractors) assigned to perform Services under the Contract and a certification that each named person has undergone a criminal background check as required by this Contract. The Authority shall have the right to audit the Contractor's records for compliance with the provisions of this Section. Criminal background checks shall include the following:

(1) State Criminal History: The Contractor shall research criminal history, including driving records (where applicable), covering all jurisdictions within the state, including local counties and municipalities.

(2) Out of State Criminal History: The Contractor shall research criminal history, including state driving records (where applicable), for all 50 states.

(3) National Sex Offender Registry

(4) Military Discharge: For any candidates that have served in the military, the Contractor shall review the DD Form 214 "Certificate of Release or Discharge from Active Duty" (Long Form).

*Matters identified on the Long Form as military discipline will be considered in accordance with the corresponding crime listed below with respect to classification, severity and time elapsed.

The Contractor shall disclose to the Authority the type of arrests with pending dispositions and convictions for crimes according to the classification of offense and the timetable below:

CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY

Offense Type	Action Required
Crimes Against the Person (other than sex crimes)	
Felony	Submit to CapMetro for review if less than 10 years from date of release from confinement
Class A or B Misdemeanor	Submit to CapMetro for review if less than 7 years from date of conviction
Class C Misdemeanor	Submit to CapMetro for review if less than 5 years from date of conviction
Crimes Against the Person - Sex Crimes/Registered Sex Offenders	
ALL	Submit to CapMetro for review
Crimes Against Property	
Felony	Submit to CapMetro for review if less than 10 years from date of release from confinement
Moral Crimes, including, but not limited to: Drug Crimes, Prostitution, Bigamy, Illegal Gambling, Child Pornography	
Felony	Submit to CapMetro for review if less than 10 years from date of release from confinement
Class A or B Misdemeanor	Submit to CapMetro for review if less than 7 years from date of conviction
Class C Misdemeanor	Submit to CapMetro for review if less than 5 years from date of conviction
Driving Offenses	
Class A or B Misdemeanor, DWI/DUI or other "serious driving offense"	Disqualified if less than 7 years from date of conviction or deferred adjudication. Submit to CapMetro for review if between 7-10 years since conviction or deferred adjudication or more than 2 convictions in a lifetime
Class C Misdemeanor Moving Violations	Disqualified from driving if more than 2 moving violations in the past 5 years (Any more than one driving safety course taken for a moving violation that appears on a five (5) year record will be treated as a moving violation and will count against the employee)

The Contractor may not assign an employee to provide Services if the employee has any conviction in the applicable categories listed above, unless an exception is granted by the Authority in accordance with subparagraph (d).

(d) The Contractor may request the Authority perform an individual assessment of a candidate with a criminal conviction meeting one of the above categories. In conducting an individual assessment, the Authority's review will include, but not be limited to, the following factors:

- (1) The nature and gravity of the offense or conduct;
- (2) The degree of harm caused by the offense or conduct;
- (3) The time that has elapsed since the conviction or completion of probation or jail time;
- (4) The nature of the job sought, including the job duties, environment, and level of supervision;
- (5) Any incorrect criminal history;
- (6) Wrongful identification of the person;
- (7) The facts and circumstances surrounding the offense or conduct;

- (8) The number of offenses for which the candidate was convicted;
- (9) The subsequent conviction for another relevant offense;
- (10) The age of the person at the time of conviction or completion of probation or jail time;
- (11) Evidence that the person performed the same type of work, post-conviction, with the same or different employer, with no known incidents of criminal conduct;
- (12) The length and consistency of employment history before and after the conviction in a similar field as the current position sought;
- (13) Rehabilitation efforts, e.g., education, treatment, training;
- (14) Employment or character references and any other information regarding fitness for the particular position;
- (15) Whether the person is bonded or licensed under any federal, state or local program or any licensing authority;
- (16) The person's statement of the circumstances surrounding the offense and conviction and relevant factors is consistent with publicly available record related to the crime and conviction; and
- (17) Any other factors deemed relevant in the consideration of a particular assessment.

At the time a request is made for an individual assessment, the Contractor must include the following documentation:

- the candidate's application/resume;
- a copy of the criminal conviction history, including those tried in a military tribunal;
- available court information related to the conviction;
- any publicly available information related to the offense and conviction;
- a statement from the candidate addressing any/all factors set forth above and explaining why the person is qualified for the assignment notwithstanding the conviction; and
- a statement from the candidate explaining why the person is an acceptable risk for the work to be performed by the candidate.

The Authority will provide a written decision to the Contractor within five (5) working days of receipt of all required documentation from the Contractor.

- (e) The Contractor will conduct new criminal history background checks on all assigned personnel every two (2) years during the Contract to ensure the preceding criterion are still met by the assigned personnel and notify the Authority if an employee has a subsequent arrest with pending disposition or conviction (or change in driving record, as applicable) that requires further review by the Authority using the criterion set forth above. The Authority reserves the right to request that the assigned individual be removed from performing work under this Contract.

21. BADGES AND ACCESS CONTROL DEVICES

- (a) The Contractor and each of the Contractor's employees, as well as each Subcontractor of any tier and any workers working on behalf of Subcontractor, shall be required to wear a CapMetro Contractor Photo Identification Badge ("badge") at all times while on the Authority's premises. The badge will be provided by CapMetro. If any badge

holder loses or misplaces his or her badge, the Contractor shall immediately notify the Project Manager upon discovery. The Contractor will be charged a \$50.00 replacement fee for each lost or misplaced badge, which fee shall be deducted any amounts due and owing to the Contractor or if the Contract is terminated upon demand by the Authority. The Contractor shall return all badges provided when any badge holder is no longer working on the Contract, and all badges shall be returned upon completion of the Contract. In the event the Contractor fails to do so, the Contractor will pay a \$50.00 per badge fee deducted from any amounts due and owing to the Contractor or if the Contract is terminated upon demand by the Authority. All badges should be returned to the Project Manager. All requests for new and replacement badges must be submitted in writing to the Project Manager. The misuse of a badge may result in termination of the Contract.

(b) Access Control Devices will be issued to employees of the Contractor and to each Subcontractor of any tier and any worker working on behalf of Subcontractor as necessary to perform the Contract. Access Control Devices are not transferable between the Contractor employees or workers working on behalf of the Subcontractor. The Contractor employees and workers on behalf of the Subcontractor are prohibited from loaning Access Control Devices or providing access to an unauthorized person into restricted areas without prior arrangements with the Project Manager. All requests for new and replacement Access Control Devices must be submitted in writing to the Project Manager. Lost Access Control Devices must be reported to the Project Manager immediately upon discovery. All Access Control Devices should be returned to the Project Manager. The misuse of an Access Control Device(s) may result in termination of the Contract. The Contractor shall return all Access Control Devices once an assigned employee or worker is no longer working on the Contract or upon termination of the Contract. In the event the Contractor fails to do so, then the Contractor shall be responsible for the replacement cost of an Access Control Device which shall be deducted from any amounts due and owing to the Contractor or payable on demand if the Contract has terminated. The replacement cost will be calculated at current market value to include labor and materials.

(c) The provisions of this paragraph survive termination of the Contract.

22. CHANGES

(a) The Authority may, at any time, by written order **signed by Authority and Contractor**, make changes within the general scope of the Contract in the Services to be performed. If such changes cause an increase or decrease in the Contractor's cost of, or time required for, performance of any Services under this Contract, **whether or not changed by any and such additional costs were not addressed in such written** order, an equitable adjustment shall be made and the Contract shall be modified in writing accordingly. Any claim of the Contractor for adjustment under this paragraph must be asserted in writing within thirty (30) days from the date of receipt by the Contractor of the notification of change unless the Contracting Officer grants a further period of time before the date of final payment under the Contract.

(b) No Services for which an additional cost or fee will be charged by the Contractor shall be furnished without the prior written authorization of the Authority.

(c) Any other written order (which, as used in this paragraph (c), includes direction, instruction, interpretation, or determination) from the Contracting Officer that causes a change in the Contractor's obligations shall be treated as a Change Order under this paragraph **and must be mutually agreed in writing by the parties before taking effect; provided that the Contractor gives the Contracting Officer written notice stating (1) the date, circumstances, and source of the order and (2) that the Contractor regards the order as a Change Order.**

(d) Except as provided in this paragraph, no order, statement, or conduct of the Contracting Officer shall be treated as a change under this paragraph or entitle the Contractor to an equitable adjustment.

(e) If any change under this paragraph causes an increase or decrease in the Contractor's cost of, or the time required for, the performance of any part of the Services under this Contract, whether or not changed by any such order, the Contracting Officer may make an equitable adjustment and modify the Contract **as is mutually agreed by the parties** in writing **and** in accordance with the provisions in paragraph entitled "Equitable Adjustments" contained in Exhibit E.

23. TERMINATION FOR DEFAULT

(a) The Authority may, subject to the provisions of subparagraph (c) below, by written notice of default to the Contractor, terminate the whole or any part of this Contract in either one of the following circumstances:

(1) if the Contractor fails to perform the Services within the time specified herein or any extension thereof; or

(2) if the Contractor fails to perform any of the other provisions of this Contract and does not cure such failure within a period of ten (10) days (or such longer period as the Authority may authorize in writing) after receipt of notice from the Authority specifying such failure.

(b) In the event the Authority terminates this Contract in whole or in part as provided in subparagraph (a) of this paragraph, the Authority may procure, upon such terms and in such manner as the Authority may deem appropriate, supplies or services similar to those so terminated, and the Contractor shall be liable to the Authority for any excess costs for such similar supplies or services; provided, that the Contractor shall continue the performance of this Contract to the extent, if any, it has not been terminated under the provisions of this subparagraph.

(c) Except with respect to the defaults of Subcontractors, the Contractor shall not be liable for any excess costs if the failure to perform the Contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not restricted to Force Majeure Events; provided, however, in every case the failure to must be beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a Subcontractor and if such default arises out of causes beyond the control of both the Contractor and Subcontractor and without the fault or negligence of either of them, the Contractor shall not be liable for any excess costs for failure to perform, unless the supplies or Services to be furnished by the Subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery schedule.

(d) If this Contract is terminated as provided in subparagraph (a), the Authority, in addition to any other rights provided in this subparagraph, may require the Contractor to transfer title and deliver to the Authority in the manner and to the extent directed by the Authority any Manufacturing Materials as the Contractor has specifically produced or specifically acquired for the performance of such part of this Contract as has been terminated; and the Contractor shall, upon direction of the Authority, protect and preserve property in possession of the Contractor in which the Authority has an interest. Payment for completed Manufacturing Materials delivered to and accepted by the Authority shall be at the Contract price. The Authority may withhold from amounts otherwise due the Contractor for such completed Manufacturing Materials such sum as the Authority determines to be necessary to protect the Authority against loss because of outstanding liens or claims of former lien holders.

(e) If, after notice of termination of this Contract under the provisions of this paragraph, it is determined by the Authority that the Contractor was not in default or that the default was excusable under the provisions of this paragraph, the rights and obligations of the parties shall be those provided in the paragraph entitled "Termination for Convenience" contained in this Exhibit E.

(f) The rights and remedies of the Authority provided in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

24. TERMINATION FOR CONVENIENCE

(a) The Authority may, whenever the interests of the Authority so require, terminate this Contract, in whole or in part, for the convenience of the Authority. The Authority shall give written notice of the termination to the Contractor specifying the part of the Contract terminated and when termination becomes effective.

(b) The Contractor shall incur no further obligations in connection with the terminated orders, and, on the date set forth in the notice of termination, the Contractor will stop providing Services to the extent specified. The Contractor also shall terminate outstanding orders and subcontracts as they relate to the terminated order. The Contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated orders. The Authority may direct the Contractor to assign the Contractor's right, title, and interest under terminated

orders or Subcontracts to the Authority. The Contractor must still complete any orders not terminated by the notice of termination and may incur such obligations as are necessary to do so.

(c) The Authority may require the Contractor to transfer title and deliver to the Authority in the manner and to the extent directed by the Authority: (1) any completed supplies; and (2) such partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information and contract rights (hereinafter called "Manufacturing Materials") as the Contractor has specifically produced or specially acquired for the performance of the terminated part of this Contract. The Contractor shall, upon direction of the Authority, protect and preserve property in the possession of the Contractor in which the Authority has an interest. If the Authority does not exercise this right, the Contractor shall use its best efforts to sell such supplies and Manufacturing Materials.

(d) The Authority shall pay the Contractor the following amounts:

(1) Contract prices for supplies accepted under the Contract;

(2) costs incurred in preparing to perform and performing the terminated portion of the Services plus a fair and reasonable profit on such portion of the Services (such profit shall not include anticipatory profit or consequential damages), less amounts paid or to be paid for accepted supplies; provided, however, that if it appears that the Contractor would have sustained a loss if the entire Contract would have been completed, no profit shall be allowed or included, and the amount of compensation shall be reduced to reflect the anticipated rate of loss;

(3) costs of settling and paying claims arising out of the termination of subcontracts (these costs must not include costs paid in accordance with subparagraph (2) of this paragraph); and

(4) the reasonable settlement costs of the Contractor and other expenses reasonably necessary for the preparation of settlement claims and supporting data with respect to the terminated portion of the Contract and for the termination and settlement of subcontracts thereunder, together with reasonable storage, transportation, and other costs incurred in connection with the protection or disposition of property allocable to the terminated portion of this Contract.

(5) The total sum to be paid the Contractor under this paragraph shall not exceed the total Contract Sum plus the reasonable settlement costs of the Contractor reduced by the amount of payments otherwise made, the proceeds of any sales of supplies and Manufacturing Materials under this paragraph, and the contract price of orders not terminated.

25. CONTRACTOR CERTIFICATION

The Contractor certifies that the fees in this Contract have been arrived at independently without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such fees with any other firm or with any competitor.

26. INTELLECTUAL PROPERTY; DATA PRIVACY PROVISIONS

(a) — As between the Contractor and the Authority, the Works and Intellectual Property Rights therein are and shall be owned exclusively by CapMetro, and not the Contractor. The Contractor specifically agrees that all Works shall be considered "works made for hire" and that the Works shall, upon creation, be owned exclusively by the Authority. To the extent that the Works, under applicable law, may not be considered works made for hire, the Contractor hereby agrees that this Contract effectively transfers, grants, conveys, assigns, and relinquishes exclusively to the Authority all right, title and interest in and to all worldwide ownership rights in the Works, and all Intellectual Property Rights in the Works, without the necessity of any further consideration, and the Authority shall be entitled to obtain and hold in its own name all Intellectual Property Rights in and to the Works.

(b) — The Contractor, upon request and without further consideration, shall perform any acts that may be deemed necessary or desirable by the Authority to evidence more fully the transfer of ownership of all Works to the Authority to the fullest extent possible, including but not limited to the execution, acknowledgement and delivery of such further documents in a form determined by the Authority. In the event the Authority shall be unable for any reason to obtain

the Contractor's signature on any document necessary for any purpose set forth in the foregoing sentence, the Contractor hereby irrevocably designates and appoints the Authority and its duly authorized officers and agents as the Contractor's agent and the Contractor's attorney-in-fact to act for and in the Contractor's behalf and stead to execute and file any such document and to do all other lawfully permitted acts to further any such purpose with the same force and effect as if executed and delivered by the Contractor.

(c) — To the extent that any pre-existing rights and/or third-party rights or limitations are embodied, contained, reserved or reflected in the Works, the Contractor shall either:

(1) — grant to the Authority the irrevocable, perpetual, non-exclusive, worldwide, royalty-free right and license to:

(i) — use, execute, reproduce, display, perform, distribute copies of, and prepare derivative works based upon such pre-existing rights and any derivative works thereof in connection with the sale, offering for sale, marketing, advertising, and promotion of the Authority's goods and services, and in all forms of media, media channels and/or publicity that may now exist or hereafter be created or developed, including but not limited to television, radio, print, Internet, and social media (e.g., Facebook, Twitter, YouTube, etc.) and

(ii) — authorize others to do any or all of the foregoing, or

(2) — where the obtaining of worldwide rights is not reasonably practical or feasible, provide written notice to the Authority of such pre-existing or third party rights or limitations, request the Authority's approval of such pre-existing or third party rights, obtain a limited right and license to use such pre-existing or third party rights on such terms as may be reasonably negotiated, and obtain the Authority's written approval of such pre-existing or third party rights and the limited use of same. The Contractor shall provide the Authority with documentation indicating a third party's written approval for the Contractor to use any pre-existing or third-party rights that may be embodied, contained, reserved or reflected in the Works. The Contractor shall indemnify, defend and hold the Authority harmless from and against any and all claims, demands, regulatory proceedings and/or causes of action, and all losses, damages, and costs (including attorneys' fees and settlement costs) arising from or relating to, directly or indirectly, any claim or assertion by any third party that the Works infringe any third-party rights. The foregoing indemnity obligation shall not apply to instances in which the Authority either:

(i) — exceeded the scope of the limited license that was previously obtained by the Contractor and agreed to by the Authority, or

(ii) — obtained information or materials, independent of the Contractor's involvement or creation, and provided such information or materials to the Contractor for inclusion in the Works, and such information or materials were included by the Contractor, in an unaltered and unmodified fashion, in the Works.

(d)(a) The Contractor hereby warrants and represents to the Authority that individuals or characters appearing or depicted in any advertisement, marketing, promotion, publicity or media, of any type or form that may now exist or hereafter be created or developed by or on behalf of the Contractor for the use by or benefit of the Authority, have provided their written consent for the use, reproduction, display, performance, and distribution of, and/or preparation of derivative works to, their persona or personality rights, including name, biographical information, picture, portrait, likeness, performance, voice and/or identity ("Personality Rights"), and have been compensated for such Personality Rights, if appropriate. If such permission has been obtained for a limited time, the Contractor shall be responsible for any costs associated with claims resulting from such use, etc., of the Personality Rights after the expiration of those time limits. The Contractor agrees to defend, indemnify and hold the Authority harmless from any claims, including but not limited to claims for invasion of privacy, infringement of the right of publicity, libel, unfair competition, false advertising, intentional or negligent infliction of emotional distress, copyright or trademark infringement, and/or claims for attorney's fees, resulting from such use, etc., of the Personality Rights.

(e) — The Contractor hereby irrevocably and forever waives, and agrees never to assert, any Moral Rights in or to the Works which the Contractor may now have or which may accrue to the Contractor's benefit under U.S. or foreign copyright laws and any and all other residual rights and benefits which arise under any other applicable law now in force or hereafter enacted. The term "Moral Rights" shall mean any and all rights of paternity or integrity of the Works and the right to object to any modification, translation or use of the Works, and any similar rights existing under the

judicial or statutory law of any country in the world or under any treaty, regardless of whether or not such right is denominated or referred to as a Moral Right.

(f) — The Contract is intended to protect the Authority's proprietary rights pertaining to the Works, and the Intellectual Property Rights therein, and any misuse of such rights would cause substantial and irreparable harm to the Authority's business. Therefore, the Contractor acknowledges and stipulates that a court of competent jurisdiction should immediately enjoin any material breach of the intellectual property and confidentiality provisions of this Contract, upon a request by the Authority, without requiring proof of irreparable injury as same should be presumed.

(g) — Upon the request of the Authority, but in any event upon termination of this Contract, the Contractor shall surrender to the Authority all documents and things pertaining to the Works, including but not limited to drafts, memoranda, notes, records, drawings, manuals, computer software, reports, data, and all other documents or materials (and copies of same) generated or developed by the Contractor or furnished by the Authority to the Contractor, including all materials embodying the Works, any Authority confidential information, or Intellectual Property Rights, regardless of whether complete or incomplete. This paragraph is intended to apply to all Works made or compiled by the Contractor, as well as to all documents and things furnished to the Contractor by the Authority or by anyone else that pertains to the Works.

(h) — The Contractor and its subcontractors and their respective employees and personnel may have access to the Authority Data (including without limitation, personally identifiable information ("PII")) in connection with the performance of the Contract. PII shall be any information that identifies or describes a person or can be directly linked to a specific individual, including ridership and usage data. Examples of PII include, but are not limited to, name, address, phone or fax number, signature, date of birth, e-mail address, method of payment, ridership and travel pattern data. Customer Personally Identifiable Information, or Customer PII, means any PII relating to the Authority's customers. To the extent any Authority Data (including PII) is made available to the Contractor under the Contract, the Contractor shall take reasonable steps to maintain the confidentiality, security, safety, and integrity of all PII and other Authority Data in accordance with the Authority's Proprietary Rights and Data Security Addendum, which will be attached as an addendum to the Contract, as applicable.

(i) — The Contractor and its subcontractors, employees and consultants may require access to the Authority Electronic Property and related Authority Data in connection with the performance of services under the Contract. In such event, the Contractor agrees that it will, and it will cause its subcontractors and any of their respective employees and personnel to, execute the Authority's Access and Use Agreement, which will be attached as an addendum to the Contract, as applicable.

(b) Authority and Contractor acknowledge and agree that the work performed under this Contract does not constitute experimental, developmental or research work. Notwithstanding any other provision in this Contract, Contractor retains title to all intellectual property, patents, trademarks, know-how, copyrights, software, engineering and designs, models, production prints, drawings, work products, technical data, and other information and documents that relate to the goods and services sold to Authority. Unless specified by Contractor in writing to the contrary, all such intellectual property, information and documents disclosed or delivered by Contractor to Authority are to be deemed proprietary to Contractor and shall be used by Authority's solely for inspecting, installing, operating and maintaining the goods and services sold to Authority and not used by Authority for any other purpose.

(c) This Section 26 will survive termination or expiration of this Agreement for any reason.

(d) Notwithstanding anything to the contrary herein, any software, software maintenance, subscription services (i.e. SaaS or hosting) and/or related services that may be included in or required for the goods or services provided under this Agreement, shall be provided to Authority pursuant to Contractor's standard software license, software support agreement, subscription and services agreement and/or other applicable agreements.

27. STANDARDS OF PERFORMANCE

The Contractor shall perform the Services hereunder in compliance with all applicable federal, state, and local laws and regulations. The Contractor shall use only licensed personnel to perform Services required by law to be performed by such personnel.

28. INSPECTIONS AND APPROVALS

- (a) All Services performed by the Contractor, or its Subcontractors or consultants shall be subject to the inspection and approval of the Authority at all times, but such approval shall not relieve the Contractor of responsibility for the proper performance of the Services. The Contractor shall provide sufficient, safe, and proper facilities at all times for such inspection of the Services and shall furnish all information concerning the Services and give the Authority or its representatives free access at all reasonable times to the facilities where the Services are performed.
- (b) The Contractor shall provide and maintain an inspection system acceptable to the Authority covering the Services under this Contract. Complete records of all inspection work performed by the Contractor shall be maintained and made available to the Authority during Contract performance and for as long afterwards and the Contract requires.
- (c) The Authority has the right to inspect and test all Services called for by this Contract, to the extent practicable, at all times and places during the term of the Contract. The Authority shall perform inspections and tests in a manner that will not unduly delay the Services.
- (d) If any of the Services do not conform with Contract requirements, the Authority may require the Contractor to perform the Services again in conformity with the Contract requirements, at no increase in the Contract Sum. When the defects in services cannot be corrected by performance, the Authority may (1) require the Contractor to take necessary action to ensure that future performance conforms to Contract requirements and (2) reduce the Contract Sum to reflect the reduced value of the Services performed.
- (e) If the Contractor fails promptly to perform the Services again or to take the necessary action to ensure future performance in conformity with Contract requirements, the Authority may (1) by contract or otherwise, perform the Services and charge to the Contractor any cost incurred by the Authority that is directly related to the performance of such service or (2) terminate the Contract for default.

29. SUSPENSION OF SERVICES

- (a) The Authority may order the Contractor in writing to suspend all or any part of the Services for such period of time as the Authority determines to be appropriate for the convenience of the Authority.
- (b) If the performance of all or any part of the Services is, for an unreasonable period of time, suspended or delayed by an act of the Authority in the administration of this Contract, or by the Authority's failure to act within the time specified in this Contract (or, if no time is specified, within a reasonable time), an adjustment shall be made for any increase in cost of performance of this Contract (excluding profit) necessarily caused by such unreasonable suspension or delay, and the Contract modified in writing accordingly. However, no adjustment shall be made under this paragraph for any suspension or delay to the extent (1) that performance would have been suspended or delayed by any other cause, including the fault or negligence of the Contractor, or (2) for which an equitable adjustment is provided for or excluded under any other provision of this Contract.
- (c) No claim under this paragraph shall be allowed (1) for any costs incurred more than twenty (20) days before the Contractor shall have notified the Authority in writing of the act or failure to act involved (but this requirement shall not apply to a claim resulting from a suspension order), and (2) unless the claim, in an amount stated, is asserted in writing as soon as practicable after the termination of such suspension or delay, but not later than the date of final payment. No part of any claim based on the provisions of this subparagraph shall be allowed if not supported by adequate evidence showing that the cost would not have been incurred but for a delay within the provisions of this paragraph.

30. PAYMENT TO SUBCONTRACTORS

- (a) Payments by contractors to subcontractors associated with Authority contracts are subject to the time periods established in the Texas Prompt Payment Act, Tex. Gov't Code § 2251.
- (b) A false certification to the Authority under the provisions of the paragraph entitled "Invoicing and Payment"

hereof may be a criminal offense in violation of Tex. Penal Code § 10.

31. FEDERAL, STATE AND LOCAL TAXES

The Contract Sum includes all applicable federal, state, and local taxes and duties. The Authority is exempt from taxes imposed by the State of Texas and local sales and use taxes under Texas Tax Code § 151.309, and any such taxes included on any invoice received by the Authority shall be deducted from the amount of the invoice for purposes of payment. The Contractor may claim exemption from payment of applicable State taxes by complying with such procedures as may be prescribed by the State Comptroller of Public Accounts. The Contractor bears sole and total responsibility for obtaining information pertaining to such exemption.

32. EQUAL OPPORTUNITY

During the performance of this Contract, the Contractor agrees that it will, in good faith, afford equal opportunity required by applicable federal, state, or local law to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability or any other characteristic protected by federal, state or local law.

33. CONFLICT OF INTEREST

(a) Reference is made to Exhibit B, Representations and Certifications, Code of Ethics, which is incorporated herein and made a part of this Contract. Capitalized terms used in this paragraph and not otherwise defined shall have the meanings as described to them in the Code of Ethics.

(b) The Contractor represents that no Employee has a Substantial Interest in the Contractor or this Contract, which Substantial Interest would create or give rise to a Conflict of Interest. The Contractor further represents that no person who has a Substantial Interest in the Contractor and is or has been employed by the Authority for a period of two (2) years prior to the date of this Contract has or will (1) participate, for the Contractor, in a recommendation, bid, proposal or solicitation on any Authority contract, procurement or personnel administration matter, or (2) receive any pecuniary benefit from the award of this Contract through an ownership of a Substantial Interest (as that term is defined in Paragraph II, subparagraphs (1) and (3) of the Code of Ethics) in a business entity or real property.

(c) The Contractor agrees to ensure that the Code of Ethics is not violated as a result of the Contractor's activities in connection with this Contract. The Contractor agrees to immediately inform the Authority if it becomes aware of the existence of any such Substantial Interest or Conflict of Interest, or the existence of any violation of the Code of Ethics arising out of or in connection with this Contract.

(d) The Authority may, in its sole discretion, require the Contractor to cause an immediate divestiture of such Substantial Interest or elimination of such Conflict of Interest, and failure of the Contractor to so comply shall render this Contract voidable by the Authority. Any willful violation of these provisions, creation of a Substantial Interest or existence of a Conflict of Interest with the express or implied knowledge of the Contractor shall render this Contract voidable by the Authority.

(e) In accordance with paragraph 176.006, Texas Local Government Code, "vendor" is required to file a conflict-of-interest questionnaire within seven business days of becoming aware of a conflict of interest under Texas law. The conflict of interest questionnaire can be obtained from the Texas Ethics Commission at www.ethics.state.tx.us. The questionnaire shall be sent to the Authority's Contract Administrator.

34. GRATUITIES

The Authority may cancel this Contract, without liability to the Contractor, if it is found that gratuities in the form of entertainment, gifts, or otherwise were offered or given by the Contractor or any agent or representative to any Authority official or employee with a view toward securing favorable treatment with respect to the performance of this Contract. In the event this Contract is canceled by the Authority pursuant to this provision, the Authority shall be entitled, in addition to any other rights and remedies, to recover from the Contractor a sum equal in amount to the cost incurred by the Contractor in providing such gratuities.

35. PUBLICATIONS

All published material and written reports submitted under this Contract must be originally developed material unless otherwise specifically provided in the Contract document. When material, not originally developed, is included in a report, it shall have the source identified. This provision is applicable when the material is in a verbatim or extensive paraphrased format.

36. REQUEST FOR INFORMATION

(a) The Contractor shall not provide information generated or otherwise obtained in the performance of its responsibilities under this Contract to any party other than the Authority and its authorized agents except as otherwise provided by this Contract or after obtaining the prior written permission of the Authority.

(b) This Contract, all data and other information developed pursuant to this Contract shall be subject to the Texas Public Information Act. The Authority shall comply with all aspects of the Texas Public Information Act.

(c) The Contractor is instructed that any requests for information regarding this Contract and any deliverables shall be referred to the Authority.

(d) The requirements of Subchapter J, Chapter 552, Government Code, may apply to this bid/contract and the contractor or vendor agrees that the contract can be terminated if the contractor or vendor knowingly or intentionally fails to comply with a requirement of that subchapter.

(1) The requirement of Subchapter J, Chapter 552, Government Code as amended currently applies to expenditures of at least \$1 million in public funds for the purchase of goods or services.

37. RIGHTS TO PROPOSAL AND CONTRACTUAL MATERIAL

(a) All documentation related to or prepared in connection with any proposal, including the contents of any proposal contracts, responses, inquiries, correspondence, and all other material submitted in connection with the proposal shall become the property of the Authority upon receipt.

(b) All documents, reports, data, graphics and other materials produced under this Contract shall become the sole possession of the Authority upon receipt and payment, subject only to the Contractor's professional obligation to maintain copies of its work product.

38. LIMITATION OF LIABILITY

Prior to the state of the warranty, Contractor's maximum aggregate liability under the Contract shall not exceed the total amounts paid by the Authority. During the warranty, Contractor's maximum aggregate liability under the Contract shall not exceed the value of the applicable warranty. Notwithstanding anything in this Contract to the contrary, to the fullest extent permitted by applicable law, Contractor shall not be liable under any theory of relief, arising out of or related to the Contract or Contractor's acts or omissions in connection therewith for incidental, indirect, special or consequential damages of any nature, including, without limitation, loss of profits or contract, damage to property or loss of use, any business interruption or loss of profit, anticipated savings, data, contract, goodwill or the like that may be suffered by Authority or claimed against it. In no event shall the Authority or its officers, directors, agents or employees be liable in contract or tort, to the Contractor or its Subcontractors for special, indirect, incidental or consequential damages, resulting from the Authority's performance, nonperformance, or delay in performance of its obligations under this Contract, or the Authority's termination of the Contract with or without cause, or the Authority's suspension of the Services. This limitation of liability shall not apply to intentional tort or fraud. The Contractor shall include similar liability provisions in all its Subcontracts.

39. LAWS, STATUTES AND OTHER GOVERNMENTAL REQUIREMENTS

The Contractor agrees that it shall be in compliance with all laws, statutes, and other governmental requirements, regulations or standards prevailing during the term of this Contract.

40. CLAIMS

In the event that any claim, demand, suit, or other action is made or brought by any person, firm, corporation, or other entity against the Contractor arising out of this Contract, the Contractor shall give written notice thereof, to the Authority within three (3) working days after being notified of such claim, demand, suit, or action. Such notice shall state the date and hour of notification of any such claim, demand, suit, or other action; the name and address of the person, firm, corporation, or other entity making such claim or instituting or threatening to institute any type of action or proceeding; the basis of such claim, action, or proceeding; and the name of any person against whom such claim is being made or threatened. Such written notice shall be delivered either personally or by mail and shall be directly sent to the attention of the President/CEO, Capital Metropolitan Transportation Authority, 2910 E. 5th Street, Austin, Texas 78702.

41. LICENSES AND PERMITS

The Contractor shall, without additional expense to the Authority, be responsible for obtaining any necessary licenses, permits, and approvals for complying with any federal, state, county, municipal, and other laws, codes, and regulations applicable to the Services to be provided under this Contract including, but not limited to, any laws or regulations requiring the use of licensed Subcontractors to perform parts of the work.

42. NOTICE OF LABOR DISPUTES

(a) If the Contractor has knowledge that any actual or potential labor dispute is delaying or threatens to delay the timely performance of this Contract, the Contractor immediately shall give notice, including all relevant information, to the Authority.

(b) The Contractor agrees to insert the substance of this paragraph, including this subparagraph (b), in any Subcontract under which a labor dispute may delay the timely performance of this Contract; except that each Subcontract shall provide that in the event its timely performance is delayed or threatened by delay by any actual or potential labor dispute, the Subcontractor shall immediately notify the next higher tier Subcontractor or the Contractor, as the case may be, of all relevant information concerning the dispute.

43. PUBLICITY RELEASES

All publicity releases or releases of reports, papers, articles, maps, or other documents in any way concerning this Contract or the Services hereunder which the Contractor or any of its Subcontractors desires to make for the purposes of publication in whole or in part, shall be subject to approval by the Authority prior to release.

44. INTEREST OF PUBLIC OFFICIALS

The Contractor represents and warrants that no employee, official, or member of the Board of the Authority is or will be pecuniarily interested or benefited directly or indirectly in this Contract. The Contractor further represents and warrants that it has not offered or given gratuities (in the form of entertainment, gifts or otherwise) to any employee, official, or member of the Board of the Authority with a view toward securing favorable treatment in the awarding, amending, or evaluating the performance of this Contract. For breach of any representation or warranty in this paragraph, the Authority shall have the right to terminate this Contract without liability and/or have recourse to any other remedy it may have at law or in equity.

45. INDEMNIFICATION

(a) **THE CONTRACTOR WILL INDEMNIFY, DEFEND AND HOLD THE AUTHORITY AND ITS ELECTED AND APPOINTED OFFICERS, DIRECTORS AND, EMPLOYEES, AGENTS AND REPRESENTATIVES (THE AUTHORITY AND EACH SUCH PERSON OR ENTITY IS AN "INDEMNIFIED PARTY") HARMLESS FROM AND AGAINST AND PAY ANY AND ALL DAMAGES (AS DEFINED HEREIN) FROM A THIRD PARTY FOR PROPERTY DAMAGES, PERSONAL INJURY OR DEATH TO THE EXTENT ARISING DIRECTLY OR INDIRECTLY RESULTING FROM, RELATING TO, ARISING OUT OF OR ATTRIBUTABLE TO ANY OF THE FOLLOWING:**

(1) ANY BREACH OF ANY REPRESENTATION OR WARRANTY THAT THE CONTRACTOR HAS MADE IN THIS CONTRACT;

(2) ANY BREACH, VIOLATION OR DEFAULT BY OR THROUGH THE CONTRACTOR OR ANY OF ITS SUBCONTRACTORS OF ANY OBLIGATION OF THE CONTRACTOR IN THIS CONTRACT OR ANY OTHER AGREEMENT BETWEEN THE CONTRACTOR AND THE AUTHORITY;

(3) THE USE, CONDITION, OPERATION OR MAINTENANCE OF ANY PROPERTY, VEHICLE, FACILITY OR OTHER ASSET OF THE AUTHORITY TO WHICH THE CONTRACTOR HAS ACCESS OR AS TO WHICH THE CONTRACTOR PROVIDES SERVICES; OR

(4) ANY **NEGLIGENT** ACT OR OMISSION OF **OR WILLFUL MISCONDUCT OF** THE CONTRACTOR OR ANY OF ITS SUBCONTRACTORS OR ANY OF THEIR OFFICERS, DIRECTORS, EMPLOYEES **OR**, AGENTS, **CUSTOMERS, INVITEES, REPRESENTATIVES OR VENDORS.**

(b) "ACTION" MEANS ANY ACTION, APPEAL, PETITION, PLEA, CHARGE, COMPLAINT, CLAIM, SUIT, DEMAND, LITIGATION, MEDIATION, HEARING, INQUIRY, INVESTIGATION OR SIMILAR EVENT, OCCURRENCE OR PROCEEDING.

(c) "DAMAGES" MEANS ALL DIRECT OR INDIRECT DAMAGES, LOSSES, LIABILITIES, DEFICIENCIES, SETTLEMENTS, CLAIMS, AWARDS, INTEREST, PENALTIES, JUDGMENTS, FINES, OR OTHER COSTS OR EXPENSES OF ANY KIND OR NATURE WHATSOEVER, WHETHER KNOWN OR UNKNOWN, CONTINGENT OR VESTED, MATURED OR UNMATURED, **AND WHETHER OR NOT RESULTING FROM THIRD PARTY CLAIMS,** INCLUDING COSTS (INCLUDING, WITHOUT LIMITATION, REASONABLE FEES AND EXPENSES OF ATTORNEYS, OTHER PROFESSIONAL ADVISORS AND EXPERT WITNESSES) RELATED TO ANY INVESTIGATION, ACTION, SUIT, ARBITRATION, APPEAL, CLAIM, DEMAND, INQUIRY, COMPLAINT, MEDIATION, INVESTIGATION OR SIMILAR EVENT, OCCURRENCE OR PROCEEDING.

(d) "THREATENED" MEANS A DEMAND OR STATEMENT HAS BEEN MADE (ORALLY OR IN WRITING) OR A NOTICE HAS BEEN GIVEN (ORALLY OR IN WRITING), OR ANY OTHER EVENT HAS OCCURRED OR ANY OTHER CIRCUMSTANCES EXIST THAT WOULD LEAD A PRUDENT PERSON OR ENTITY TO CONCLUDE THAT AN ACTION OR OTHER MATTER IS LIKELY TO BE ASSERTED, COMMENCED, TAKEN OR OTHERWISE PURSUED IN THE FUTURE.

(e) IF ANY ACTION IS COMMENCED OR THREATENED THAT MAY GIVE RISE TO A CLAIM FOR INDEMNIFICATION (A "CLAIM") BY ANY INDEMNIFIED PARTY AGAINST THE CONTRACTOR, THEN SUCH INDEMNIFIED PARTY WILL PROMPTLY GIVE NOTICE TO THE CONTRACTOR AFTER SUCH INDEMNIFIED PARTY BECOMES AWARE OF SUCH CLAIM. FAILURE TO NOTIFY THE CONTRACTOR WILL NOT RELIEVE THE CONTRACTOR OF ANY LIABILITY THAT IT MAY HAVE TO THE INDEMNIFIED PARTY, EXCEPT TO THE EXTENT THAT THE DEFENSE OF SUCH ACTION IS MATERIALLY AND IRREVOCABLY PREJUDICED BY THE INDEMNIFIED PARTY'S FAILURE TO GIVE SUCH NOTICE. THE CONTRACTOR WILL ASSUME AND THEREAFTER DILIGENTLY AND CONTINUOUSLY CONDUCT THE DEFENSE OF A CLAIM WITH COUNSEL THAT IS SATISFACTORY TO THE INDEMNIFIED PARTY. THE INDEMNIFIED PARTY WILL HAVE THE RIGHT, AT ITS OWN EXPENSE, TO PARTICIPATE IN THE DEFENSE OF A CLAIM WITHOUT RELIEVING THE CONTRACTOR OF ANY OBLIGATION DESCRIBED ABOVE. IN NO EVENT WILL THE CONTRACTOR APPROVE THE ENTRY OF ANY JUDGMENT OR ENTER INTO ANY SETTLEMENT WITH RESPECT TO ANY CLAIM WITHOUT THE INDEMNIFIED PARTY'S PRIOR WRITTEN APPROVAL, WHICH WILL NOT BE UNREASONABLY WITHHELD. UNTIL THE CONTRACTOR ASSUMES THE DILIGENT DEFENSE OF A CLAIM, THE INDEMNIFIED PARTY MAY DEFEND AGAINST A CLAIM IN ANY MANNER THE INDEMNIFIED PARTY REASONABLY DEEMS APPROPRIATE. THE CONTRACTOR WILL REIMBURSE THE INDEMNIFIED PARTY PROMPTLY AND PERIODICALLY FOR THE DAMAGES RELATING TO DEFENDING AGAINST A CLAIM AND WILL PAY PROMPTLY THE INDEMNIFIED PARTY FOR ANY DAMAGES THE INDEMNIFIED PARTY MAY SUFFER RELATING TO A CLAIM.

(f) THE INDEMNIFICATION OBLIGATIONS AND RIGHTS PROVIDED FOR IN THIS CONTRACT DO NOT REQUIRE (AND SHALL NOT BE CONSTRUED AS REQUIRING) THE CONTRACTOR TO INDEMNIFY, HOLD HARMLESS, OR DEFEND ANY INDEMNIFIED PARTY (OR ANY THIRD PARTY) AGAINST ANY ACTION OR CLAIM (OR THREATENED ACTION OR CLAIM) CAUSED BY THE NEGLIGENCE OR **WILLFUL MISCONDUCT**

~~FAULT, THE BREACH OR VIOLATION OF A STATUTE, ORDINANCE, GOVERNMENTAL REGULATION, STANDARD, OR RULE, OR THE BREACH OF CONTRACT OF ANY INDEMNIFIED PARTY, ITS AGENTS OR EMPLOYEES, OR ANY THIRD PARTY UNDER THE CONTROL OR SUPERVISION OF ANY INDEMNIFIED PARTY, OTHER THAN THE CONTRACTOR OR ITS AGENTS, EMPLOYEES, OR SUBCONTRACTORS OF ANY TIER.~~

(g) **THIS PARAGRAPH WILL SURVIVE ANY TERMINATION OR EXPIRATION OF THIS CONTRACT FOR THE APPLICABLE STATUTE OF LIMITATIONS.**

46. RECORD RETENTION; ACCESS TO RECORDS AND REPORTS

(a) The Contractor will retain, and will require its Subcontractors of all tiers to retain, complete and readily accessible records related in whole or in part to the Contract, including, but not limited to, data, documents, reports, statistics, sub-agreements, leases, subcontracts, arrangements, other third party agreements of any type, and supporting materials related to those records.

(b) If this is a cost-reimbursement, incentive, time and materials, labor hour, or price determinable Contract, or any combination thereof, the Contractor shall maintain, and the Authority and its representatives shall have the right to examine, all books, records, documents, and other evidence and accounting procedures and practices sufficient to reflect properly all direct and indirect costs of whatever nature claimed to have been incurred and anticipated to be incurred for the performance of this Contract.

(c) If the Contractor submitted certified cost or pricing data in connection with the pricing of this Contract or if the Contractor's cost of performance is relevant to any change or modification to this Contract, the Authority and its representatives shall have the right to examine all books, records, documents, and other data of the Contractor related to the negotiation, pricing, or performance of such Contract, change, or modification for the purpose of evaluating the costs incurred and the accuracy, completeness, and currency of the cost or pricing data submitted. The right of examination shall extend to all documents necessary to permit adequate evaluation of the costs incurred and the cost or pricing data submitted, along with the computations and projections used therein.

(d) The Contractor shall maintain all books, records, accounts and reports required under this paragraph for a period of at not less than three (3) years after the date of termination or expiration of this Contract, except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case records shall be maintained until the disposition of all such litigation, appeals, claims or exceptions related thereto.

(e) The Contractor agrees to provide sufficient access to the Authority and its contractors to inspect and audit records and information related to performance of this Contract as reasonably may be required.

(f) The Contractor agrees to permit the Authority and its contractors' access to the sites of performance under this Contract as reasonably may be required.

(g) If an audit pursuant to this paragraph reveals that the Authority has paid any invoices or charges not authorized under this Contract, the Authority may offset or recoup such amounts against any indebtedness owed by it to the Contractor, whether arising under this Contract or otherwise, over a period of time equivalent to the time period over which such invoices or charges accrued.

(h) This paragraph will survive any termination or expiration of this Contract.

47. EXCUSABLE DELAYS

(a) Except for defaults of Subcontractors at any tier, the Contractor shall not be in default because of any failure to perform this Contract under its terms if the failure arises from Force Majeure Events. In each instance, the failure to perform must be beyond the control and without the fault or negligence of the Contractor. "Default" includes failure to make progress in the performance of the Services.

(b) If the failure to perform is caused by the failure of a Subcontractor at any tier to perform or make progress, and if the cause of the failure was beyond the control of both the Contractor and Subcontractor and without the fault or negligence of either, the Contractor shall not be deemed to be in default, unless:

- (1) the subcontracted supplies or services were obtainable from other sources;
- (2) the Authority ordered the Contractor in writing to obtain these services from the other source; and
- (3) the Contractor failed to comply reasonably with this order.

(c) Upon the request of the Contractor, the Authority shall ascertain the facts and extent of the failure. If the Authority determines that any failure to perform results from one or more of the causes above, the delivery schedule or period of performance shall be revised, subject to the rights of the Authority under this Contract.

48. LOSS OR DAMAGE TO PROPERTY

The Contractor shall be responsible for any loss or damage to property including money securities, merchandise, fixtures and equipment belonging to the Authority or to any other individual or organization, if any such loss or damage was caused by the Contractor or any Subcontractor at any tier, or any employee thereof, while such person is on the premises of the Authority as an employee of the Contractor or Subcontractor.

49. CONTRACTOR CONTACT/AUTHORITY DESIGNEE

The Contractor shall provide the Authority with a telephone number to ensure immediate communication with a person (not a recording) anytime during Contract performance. Similarly, the Authority shall designate an Authority representative who shall be similarly available to the Contractor.

50. QUALITY ASSURANCE

A periodic review of the Contractor's scheduled work may be performed by the Authority. If work is deemed incomplete or unacceptable in any way, the Authority will determine the cause and require the Contractor to take corrective measures in accordance with the terms of the Contract.

51. INTERPRETATION OF CONTRACT – DISPUTES

All questions concerning interpretation or clarification of this Contract, or the acceptable fulfillment of this Contract by the Contractor shall be immediately submitted in writing to the Authority's Contracting Officer for determination. All determinations, instructions, and clarifications of the Contracting Officer shall be final and conclusive unless the Contractor files with the CapMetro President/CEO within two (2) weeks after the Authority notifies the Contractor of any such determination, instruction or clarification, a written protest, stating in detail the basis of the protest. The President/CEO shall consider the protest and notify the Contractor within two (2) weeks of the protest filing of his or her final decision. The President/CEO's decisions shall be conclusive subject to judicial review. Notwithstanding any disagreement the Contractor may have with the decisions of the President/CEO, the Contractor shall proceed with the Services in accordance with the determinations, instructions, and clarifications of the President/CEO. The Contractor shall be solely responsible for requesting instructions or interpretations and liable for any cost or expenses arising from its failure to do so. The Contractor's failure to protest the Contracting Officer's determinations, instructions, or clarifications within the two-week period shall constitute a waiver by the Contractor of all of its rights to further protest.

52. TOBACCO FREE WORKPLACE

(a) Tobacco products include cigarettes, cigars, pipes, snuff, snus, chewing tobacco, smokeless tobacco, dipping tobacco and any other non-FDA approved nicotine delivery device.

(b) The tobacco free workplace policy refers to all CapMetro owned or leased property. Note that this includes all buildings, facilities, work areas, maintenance facilities, parking areas and all Authority owned vehicles.

- (c) Tobacco use is not permitted at any time on CapMetro owned or leased property, including personal vehicles parked in CapMetro parking lots.
- (d) Littering of tobacco-related products on the grounds or parking lots is also prohibited.

53. ORDER OF PRECEDENCE

In the event of inconsistency between the provisions of this Contract, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order, as revised:

1. Exhibit A - Pricing Schedule
2. Exhibit E - Contractual Terms and Conditions
3. ~~Exhibit E-1 - IT - Hosted Solutions Additional Terms and~~
4. Exhibit F - Scope of Services and Compliance Matrix
5. Exhibit B - Representations and Certifications
6. Other provisions or attachments to the Contract

54. ANTI-CORRUPTION AND BRIBERY LAWS

The Contractor shall comply with all Applicable Anti-Corruption and Bribery Laws. The Contractor represents and warrants that it has not and shall not violate or cause the Authority to violate any such Anti-Corruption and Bribery Laws. The Contractor further represents and warrants that, in connection with supplies or Services provided to the Authority or with any other business transaction involving the Authority, it shall not pay, offer, promise, or authorize the payment or transfer of anything of value, directly or indirectly to: (a) any government official or employee (including employees of government owned or controlled companies or public international organizations) or to any political party, party official, or candidate for public office or (b) any other person or entity if such payments or transfers would violate applicable laws, including Applicable Anti-Corruption and Bribery Laws. Notwithstanding anything to the contrary herein contained, the Authority may withhold payments under this Contract, and terminate this Contract immediately by way of written notice to the Contractor, if it believes, in good faith, that the Contractor has violated or caused the Authority to violate the Applicable Anti-Corruption and Bribery Laws. The Authority shall not be liable to the Contractor for any claim, losses, or damages related to its decision to exercise its rights under this provision.

55. VARIATION IN ESTIMATED QUANTITY

If the quantity of a unit-priced item in this Contract is an estimated quantity and the actual quantity of the unit-priced item varies more than ten percent (10%) above or below the estimated quantity, an equitable adjustment in the Contract price shall be made upon demand of either party. The equitable adjustment shall be based upon any increase or decrease in costs due solely to the variation above one hundred ten percent (110%) or below ninety percent (90%) of the estimated quantity. If the quantity variation is such as to cause an increase in the time necessary for completion, the Contractor may request (in writing) an extension of time to be received by the Contracting Officer within ten (10) days from the beginning of the delay, or within such further period as may be granted by the Contracting Officer before the date of final settlement of the Contract. Upon the receipt of a written request for an extension, the Contracting Officer shall ascertain the facts and make an adjustment for extending the completion date as, in the judgment of the Contracting Officer, is justified.

56. ORGANIZATIONAL CONFLICT OF INTEREST (OCI)

- (a) This Contract may task the Contractor to prepare or assist in preparing work statements that directly, predictably and without delay are used in future competitive acquisitions. The parties recognize that by the Contractor providing this support a potential conflict of interest arises as defined by FAR 9.5.
- (b) For the purposes of this paragraph, the term "Contractor" means the Contractor, its subsidiaries and affiliates, joint ventures involving the Contractor, any entity with which the Contractor may hereafter merge or affiliate and any other successor or assignee of the Contractor.
- (c) The Contractor acknowledges the full force and effect of this paragraph. It agrees to be bound by its terms and conditions and understands that violation of this paragraph may, in the judgment of the Contracting Officer, be cause

for Termination for Default. The Contractor also acknowledges that this does not represent the sole and exclusive remedy available to the Authority in the event the Contractor breaches this or any other Organizational Conflict of Interest paragraph.

57. MISCELLANEOUS

(a) This Contract does not intend to, and nothing contained in this Contract shall create any partnership, joint venture or other equity type agreement between the Authority and the Contractor.

(b) All notices, statements, demands, requests, consents or approvals required under this Contract or by law by either party to the other shall be in writing and may be given or served by depositing same in the United States mail, postage paid, registered or certified and addressed to the party to be notified, with return receipt requested; by personally delivering same to such party; an agent of such party; or by overnight courier service, postage paid and addressed to the party to be notified; or by e-mail with delivery confirmation. Notice deposited in the U.S. mail in the manner hereinabove described shall be effective upon such deposit. Notice given in any other manner shall be effective only if and when received by the party to be notified.

If to the Contractor: As set forth in Exhibit B to this Contract

If to the Authority: Capital Metropolitan Transportation Authority
Attn: Chief Contracting Officer
2910 E. 5th Street
Austin, Texas 78702

Address for notice can be changed by written notice to the other party.

(c) In the event the Authority finds it necessary to employ legal counsel to enforce its rights under this Contract, or to bring an action at law, or other proceeding against the Contractor to enforce any of the terms, covenants or conditions herein, the Contractor shall pay to the Authority its reasonable attorneys' fees and expenses, regardless of whether suit is filed.

(d) If any term or provision of this Contract or any portion of a term or provision hereof or the application thereof to any person or circumstance shall, to any extent, be void, invalid or unenforceable, the remainder of this Contract will remain in full force and effect unless removal of such invalid terms or provisions destroys the legitimate purpose of the Contract in which event the Contract will be terminated.

(e) This Contract represents the entire agreement between the parties concerning the subject matter of this Contract and supersedes any and all prior or contemporaneous oral or written statements, agreements, correspondence, quotations and negotiations. In executing this Contract, the parties do not rely upon any statement, promise, or representation not expressed herein. This Contract may not be changed except by the mutual written agreement of the parties.

(f) A facsimile signature shall be deemed an original signature for all purposes. For purposes of this paragraph, the phrase "facsimile signature" includes without limitation, an image of an original signature.

(g) Whenever used herein, the term "including" shall be deemed to be followed by the words "without limitation". Words used in the singular number shall include the plural, and vice-versa, and any gender shall be deemed to include each other gender. All Exhibits attached to this Contract are incorporated herein by reference.

(h) All rights and remedies provided in this Contract are cumulative and not exclusive of any other rights or remedies that may be available to the Authority, whether provided by law, equity, statute, or otherwise. The election of any one or more remedies the Authority will not constitute a waiver of the right to pursue other available remedies.

(i) The Contractor shall not assign the whole or any part of this Contract or any monies due hereunder without the prior written consent of the Contracting Officer. No assignment shall relieve the Contractor from any of its obligations hereunder. Any attempted assignment, transfer or other conveyance in violation of the foregoing shall be null and void.

(j) The failure of the Authority to insist upon strict adherence to any term of this Contract on any occasion shall not be considered a waiver or deprive the Authority thereafter to insist upon strict adherence to that term or other terms of this Contract. Furthermore, the Authority is a governmental entity, and nothing contained in this Contract shall be deemed a waiver of any rights, remedies or privileges available by law.

(k) This Contract shall be governed by and construed in accordance with the laws of the State of Texas. Any dispute arising with respect to this Contract shall be resolved in the state or federal courts of the State of Texas, sitting in Travis County, Texas and the Contractor expressly consents to the personal jurisdiction of these courts.

(l) This Contract is subject to the Texas Public Information Act, Tex. Gov't Code, Chapter 552.

(m) The Contractor represents, warrants and covenants that: (a) it has the requisite power and authority to execute, deliver and perform its obligations under this Contract; and (b) it is in compliance with all applicable laws related to such performance.

(n) The person signing on behalf of the Contractor represents for himself or herself and the Contractor that he or she is duly authorized to execute this Contract.

(o) No term or provision of this Contract is intended to be, or shall be, for the benefit of any person, firm, organization, or corporation for a party hereto, and no such other person, firm, organization or corporation shall have any right or cause of action hereunder.

(p) CapMetro is a governmental entity and nothing in this Contract shall be deemed a waiver of any rights or privileges under the law.

(q) Funding for this Contract after the current fiscal year is subject to revenue availability and appropriation of funds in the annual budget approved by the Authority's Board of Directors.

(r) Time is of the essence for all delivery, performance, submittal, and completion dates in this Contract.

58. RESERVED

59. FUNDING AVAILABILITY

Funding after the current fiscal year of any contract resulting from this solicitation is subject to revenue availability and appropriation of funds in the annual budget approved by the Authority's Board of Directors.

60. RESERVED

This Exhibit F, Scope of Services and Compliance Matrix contains the following General Requirements and Appendices. Some Appendices require a response, while others are for reference purposes to help proposers prepare a response.

1. General Requirements - For EACH Compliance Term, select "C-Comply," "N-Cannot Comply," or "A-Will Comply with Alternative in Column C, Comply ." If "N" or "A" are selected, comments are required; however, CapMetro strongly recommends that comments be added for EACH item in Column E, Vendor Comments.

2. Appendix A: Core Requirements RTM - Please provide a response to EACH item by selecting a drop-down response in Column F, Vendor Response. CapMetro strongly recommends that comments be added for EACH item in Column G, Vendor Notes.

3. Appendix B: Technical Questions - Please provide a response to EACH item in Column C, Answer.

4. Appendix C: Project Phase Requirements - For reference/informational purposes.

5. Appendix D: RTM Definitions - For reference/informational purposes.

Additional Instructions:

1. The vendor must deliver a system encompassing all hardware, software, license, and service requirements, including the delivery of third-party products to make the solution fully functional.

2. The requirements in the Scope of Services and Compliance Matrix are functional in nature and do not encompass all requirements. The vendor shall determine the technical modifications needed to carry out the intent herein. Vendor shall document and discuss said needs with CapMetro and implement the agreed-upon solution accordingly.

3. The vendor must deliver all Compliance Terms unless it is within a section marked "Optional" that is not exercised by CapMetro or CapMetro agrees to an alternative.

1.0	Overview					
1.1	Background. CapMetro connects people, jobs and communities by providing Central Texans with safe, high-quality and sustainable transportation alternatives. The agency provides 30 million rides annually on its buses, trains, paratransit and vanpool vehicles and serves a population of more than 1.2 million in its 543-square-mile service area. The region’s transportation leader, CapMetro has invested in transit services like its High-Frequency Network, which move more people, more reliably, as well as its innovative on-demand service Pickup. CapMetro is committed to increasing regional mobility and, through Project Connect, will transform how people travel throughout Central Texas. Visit capmetro.org for more information.					
1.2	Scope Overview. Capital Metropolitan Transportation Authority (or 'CapMetro') requires a proposal from the 'Contractor' for services to replace, install, and integrate a farebox and vaulting system solution for CapMetro's current end of life solution. This replacement would be on over 450 buses and six vaults. This effort entails collaborating with CapMetro to plan, design, test, and accept the delivered solution. The Contractor shall supply all hardware and services to fully implement the solution.					
1.3	Objective. The objective of the project is to replace, install, and integrate CapMetro's farebox and vaulting system solution such that the following opportunities can be realized: 1. Replace end of life fareboxe and vaults with new ones - decomissioning and installing the replacing farebox and vaulting system. 2. Farebox system works in parallel with the onboard validation system. 3. Meets fare structure and customer needs. 4. Provides efficient accounting and auditing processes. 5. Replace vaulting system with one compatible with the fareboxes.					
#	Compliance Term	Comply	Release	Vendor Comments	CapMetro Response	Test #
2.0	Project Approach - Project Management					
2.1	The Vendor shall provide a robust project management team and project management plan to support the implementation of the Farebox & Vaulting System Replacement Project. The Vendor's plan for managing the project shall clearly demonstrate an appropriate allocation of project management resources with the ability and experience to ensure that system design and implementation will be coordinated appropriately and managed and completed on schedule and within budget. The Vendor shall provide tools to manage tasks, schedule, risk, change, and the other items listed in this section that are required to manage the project.					
2.2	The Vendor's proposed Project Manager (PM) must be approved by CapMetro, possess a PMP certification with good standing, and have prior experience in the public transportation sector.					
2.3	The Contractor shall comply with all requirements of "Appendix B Project Phase Requirements" which define project management requirements					
3.0	Project Approach - Project Management Plan					
3.1	The Vendor shall submit a comprehensive Project Management Plan (PMP) following Notice to Proceed (NTP) that details at a minimum project organization; master schedule; and how the Vendor will manage project scope, cost, risk, quality, project changes, safety, and other key aspects of the project.□					
3.2	The Project Management Plan (PMP) will include but is not limited to the following elements: • Organization chart identifying key project personnel and contact information. • Master schedule, identifying key project milestones and activities in Microsoft Projects format. • Schedule for all project design and development elements that require CapMetro approval. • Project meetings and schedule for recurring meetings. • Methodology to control project schedule, scope, cost, and risk. • Risk management plan and risk register, including identified project risks and actions required to mitigate them. • Transition and change management processes and procedures. • Quality assurance processes and procedures to confirm that the requirements of the contract are being met. • Subcontractor management and communications. • Document naming conventions and Action Items and Issues List (AIL) control processes and procedures, including version and traceability controls. • Change management plan and procedures for all deliverables and subsequent revisions. • Cost management. • Communication Plan.					

#	Compliance Term	Comply	Release	Vendor Comments	CapMetro Response	Test #
4.0	Project Approach - Project Management: Design Review					
4.1	The Vendor shall provide a robust project management team and project management plan to support the implementation of the replacing Farebox & Vaulting System. The Vendor's plan for managing the project shall clearly demonstrate an appropriate allocation of project management resources with the ability and experience to ensure that system design and implementation will be coordinated appropriately and managed and completed on schedule and within budget. The Vendor shall provide tools to manage tasks, schedule, risk, change, and the other items listed in this section that are required to manage the project.					
5.0	Project Approach - Design and Development					
5.01	The Installation Design Document (IDD) will describe detailed installation and configuration of all hardware and software systems. The Vendor and/or subcontractor(s) shall schedule and perform an onsite inspection with CapMetro to survey the unique makes and models of the Bus fleet. This onsite inspection may require multiple onsite trips and it is expected that the Vendor and/or subcontractor(s) will complete them to develop and finalize the necessary IDD. The IDD shall include but is not limited to capturing the design/layout for installation on the unique layouts (of which CapMetro estimates will be eight types), hardware equipment and installatoin component makeups for each type, order of installation activity/timeline, and other details.					
5.02	The Vendor shall provide a bill of material (BOM) that breaks down the full list of equipment, hardware, and components for review and approval by CapMetro before initiating purchases.					
5.03	The Vendor shall develop and provide a Transition plan detailing the removal and decomissioning of CapMetro's existing legacy system in place of the incoming Farebox & Vaulting System replacement. This plan shall also include details regarding the software transition and handling of data migrations.					
5.04	The Vendor shall follow a defined quality change control and testing process with established baselines, testing and release standards which focus on system availability, confidentiality and integrity of systems and services.					
5.05	The Vendor shall provide a defined change control process and workflow for making configuration or other related changes after Go Live. This includes a process of promotion from Development, to Test, to Production environments.					
5.06	The Vendor is responsible for the replacement of the farebox & vaulting system - this includes removal/trash handling of existing equipment and installation/integration of the incoming system. The process and details shall be captured in the Transition plan for CapMetro review and approval.					
5.07	A pilot installation shall be completed with each vehicle type for inspection and approval prior to proceeding with the remaining fleet. There shall be two (2) vehicles for each unique installation type to be piloted - for a total of approximately sixteen (16). After each completion of installation, vehicles shall be tested, inspected, and verified as Post-Installation Tests before going back into service. Note: CapMetro and the Bus Vendor (Keolis) will be onsite to verify and sign off after each completion of installation. However, for the full fleet installations a Keolis contact will be continuing them forward.					
5.08	Installations shall be scheduled overnight between the hours of 20:00 and 04:00 unless otherwise agreed to or modified by CapMetro leading up to the install. After installations, Vendor will be responsible for restoring the condition of any affected systems to their pre-installation condition. Contractor shall ensure that all vehicles made available for installation are ready for revenue service by the end of the agreed upon installation period.					
5.09	CapMetro reserves the right to allow no more than 10% of its vehicle fleet to be out of service for installations within any given 24-hour period to accommodate vehicle installations and also to reduce this amount in order to avoid disruption to revenue service or maintenance requirements.					

1. General Requirements

EXHIBIT F- FAREBOX AND VAULTING SYSTEM REPLACEMENT
SCOPE OF SERVICES AND COMPLIANCE MATRIX

#	Compliance Term	Comply	Release	Vendor Comments	CapMetro Response	Test #
5.1	Vendor will be responsible for the storage and security of equipment prior to installation. The Vendor shall supply a storage unit for the duration of the install. CapMetro will provide space for secure storage facilities.					
5.11	CapMetro will provide space for vehicle installations and light and electrical service at installation locations. CapMetro will provide sufficient staff to move vehicles as required for installations.					
5.12	Contractor shall provide tracking information for all deliveries.					
5.13	Contractor shall be responsible for inventorying of all devices, equipment, and material.					
5.14	Installation will adhere to all Federal, State, and Local laws and regulations in addition to CapMetro's policies.					
6.0	Project Approach - Testing: General Requirements					
6.1	The Vendor shall provide all labor and materials required for system testing, including but not limited to unit testing, performance testing, security testing, system integration and end to end testing.					
6.2	Before starting all formal testing activities that are to be witnessed and approved by CapMetro, the Vendor shall conduct "dry-run" testing to identify and resolve any issues and avoid unexpected results during the formal testing.					
7.0	Project Approach - Testing: Test Documentation					
7.1	The Vendor shall submit a draft Test Plan for CapMetro review and approval during design review and shall submit a final inspection and test plan to be used in connection with all tests described in this specification before the start of any testing.□					
7.2	The Test Plan will include a testing timeline, objectives, entrance and exit criteria, and success criteria for functional, system integration, and end to end testing. The Test Plan will also include resource assignments (Vendor and CapMetro) and defect resolution processes.					
7.3	Detailed test procedures will include mapping to the design documents and the requirements in the SOW that are related to the test.					
8.0	Project Approach - Testing: Test Lab and Bench					
8.1	The Vendor shall submit plans for setting up and testing the overall farebox & vaulting system in a controlled lab environment. This includes but is not limited to setting up a test bench to ensure prior to real vehicle installations that the equipment and software function and will meet CapMetro functional requirements. This test bench can also be used for training.					
8.0	Project Approach - Testing: FUT (Functional Unit Test)					
8.1	CapMetro shall complete functional tests for the farebox & vaulting system demonstrating and verifying all functions described in these specifications and design documents, including a review of all user-accessibilities.□					
8.2	Successful completion of the development of back-office applications and installation of production equipment in CapMetro test facility are prerequisites for the commencement of FUT.					

#	Compliance Term	Comply	Release	Vendor Comments	CapMetro Response	Test #
9.0	Project Approach - Testing: ETE (End to End Testing)					
9.1	The Vendor shall work with CapMetro to develop end to end test scenarios (ETE). The ETE scenarios shall encompass functionality covered in the FUTs, but should also include novel scenarios focused on wholistic business processes and in-service operations. The Vendor shall develop scripts and test cases to support ETE scenario execution. This includes including fare collection, reconciliation, and reporting.					
9.2	Successful completion of the development of back-office applications and installation of production equipment in CapMetro test facility are prerequisites for the commencement of End to End Testing.					
10.0	Project Approach - Testing: SAT (System Acceptance Test)					
10.1	SAT initiated by the Go-live milestone will be comprised of two burn-in periods (of 30-days each) in which all system components must meet or exceed all system performance requirements. The acceptance test plan will describe in detail how the Vendor will measure and report on each of the performance requirements throughout the SAT. □					
10.2	If the performance requirements defined in these specifications are not attained during any one of the 30-day periods, the SAT duration may be extended until all performance requirements are met during an agreed-upon duration.					
11.0	Project Approach - Testing: Final System Acceptance					
11.1	The Vendor shall submit a request for Final System Acceptance upon successful completion of SAT and the determination that all work has been completed per this Scope of Work and final design. □					
11.2	CapMetro may grant Final System Acceptance only when: • The SAT has been successfully completed and approved by CapMetro. • All system modules, interfaces, and integrations are delivered, installed, and operational. • All back-office applications and software, including all required reports, are installed and fully functional. • All requisite contract deliverables have been delivered to CapMetro and accepted. • The Disaster Recovery Plan has been successfully demonstrated and approved by CapMetro. • All required training has been provided and accepted by CapMetro. • All required intellectual property has been delivered to CapMetro or the escrow agent. • Final resolutions to all identified critical issues (as classified by the Test Failure Log Review Board) are fully implemented and accepted by CapMetro. CapMetro will issue written certification upon approval of Vendor's request for Final System Acceptance.					
12.0	Project Approach - Training					
12.1	Vendor shall provide a comprehensive program to educate and train personnel in all details of the System, enabling them to properly operate, service, and maintain the system and each of its components throughout its useful life.					
12.2	Vendor shall develop and submit for CapMetro review and approval a Training Plan that documents the design of the program for training personnel and each course to be delivered.					
12.3	The Training Plan will include a schedule for delivery of the training courses. The schedule will consider the sequence of training, hours of instruction, system readiness and proximity to startup, trainee availability, and venue for the training.					
12.4	The Vendor shall provide all necessary training materials and equipment for the delivery of each course discussed in the Training Plan. Training documentation will be separate from the operation and maintenance manuals but may reference them. Recordings of the training shall be provided by the Vendor.					

#	Compliance Term	Comply	Release	Vendor Comments	CapMetro Response	Test #
13.0	Project Approach - Manuals					
13.1	The Vendor shall provide instruction manuals that describe and illustrate in detail how to manage, operate, and maintain the System delivered under the Vendor contract. The manuals will include detailed documentation for all equipment, systems, and software.					
13.2	Disaster recovery procedures will be clearly specified in sufficient detail to consider all possible scenarios. Recovery instructions will describe detailed procedures to be followed in the event that system recovery is needed. Detailed data backup and recovery procedures will be provided.					
14.0	Project Approach - Data Migration					
14.1	The Vendor shall provide a wholistic Data Migration Plan. The plan shall include The Vendor's proposed staffing plan for data migration, migration timelines and processes, data validation approach and timeline, and proposed tools to support the data migration process.					
14.2	Data migration scope shall include historical data, data warehouse integration, data mapping (legacy to future), and data validation (technical and functional).					
15.0	Project Approach: Demos and Scripted Demos					
15.1	The Vendor shall prepare demonstrations of system functionality (should it be necessary for oral presentations). The demonstrations shall take place in a sandbox or test environments and not consist of a static presentation or screenshots.					
16.0	System Design & Architecture - Common Design Requirements and Guidelines					
16.1	The Vendor shall provide a cloud based system meeting CapMetro's requirement to accommodate future system upgrades, patches, and fixes.					
16.2	The Vendor shall develop an application landscape and system architecture diagrams for review and approval by CapMetro.					
17.0	System Design & Architecture - Accessibility and ADA Compliance					
17.1	Vendor shall design the System to be compliant with current accessibility standards, laws, and regulations to ensure that the System meets or exceeds the Americans with Disabilities Act (ADA) and accessibility requirements of federal, Texas State and Austin regional governments. Vendor shall ensure compliance of all equipment and system interfaces and create an Accessibility Compliance Plan to document compliance. This plan will be used throughout design and implementation to ascertain that all accessibility and ADA requirements will be met and to track compliance.					
18.0	System Design & Architecture - Code and Regulation Compliance					
18.1	Vendor shall design the System to be compliant with relevant standards, laws, and regulations to ensure that the System: • Presents no safety hazards for customers and CapMetro employees. • Will withstand the rigors of the environments in which the equipment will be installed, and the public use to which it will be subjected. • Provides for the secure storage and transmittal of data. • Is designed using state-of-the-art methods to maximize quality. • Satisfies federal, state, and other requirements for ergonomics and usability. Applicable codes, laws, ordinances, statutes, standards, rules, and regulations include, but are not be limited to the list below (in 3.1.4-2). The latest revisions in effect at the time of Final System Acceptance will apply.					

#	Compliance Term	Comply	Release	Vendor Comments	CapMetro Response	Test #
18.2	• Americans with Disabilities Act (ADA) • Americans with Disabilities Act Accessibility Guidelines (ADAAG) • Advanced Encryption Standard • ANSI X9.24, Financial Services Retail Key Management • European Norm EN55022, Emissions standards for CE marking • European Norm EN55024, Immunity standards for CE marking • FCC Part 15 Class B – Radio Frequency Devices • FIPS 140-2 • IEEE 802.11 a/b/g/n standard for wireless data communications • IEEE 802.11 i standard for wireless data network security • IEEE 802.11-2016 • International Electrotechnical Commission Standard 529 (IEC529) • ISO/IEC.7810, Identification Cards – Physical Characteristics • ISO 9001 • ISO/IEC 8583 – Financial transaction card originated messages • ISO/IEC 14443 Parts 1 through 4 – Contactless Smart Card Standard • ISO/IEC 18092 / ECMA-340, Near Field Communication Interface and Protocol-1 • ISO/IEC 21481 / ECMA-352, Near Field Communication Interface and Protocol-2 • National Electrical Code (NFPA 70) • National Electrical Manufacturers Association Publication 250-2003 • National Electrical Safety Code (ANSI C2) • National Fire Protection Association (NFPA) 130 • NCITS 322-2002, American National Standard for Information Technology – Card Durability Test Methods • Occupational Safety and Health Administration (OSHA) • Payment Card Industry Data Security Standards (PCI-DSS) • Payment Card Industry Payment Application Data Security Standards (PA-DSS) • Society of Automotive Engineers SAE J1113-13 Electrostatic Discharge • Society of Automotive Engineers SAE J1455 Vibration and Shock • UL Standard 60950, "Information Technology Equipment – Safety" • World Wide Web Consortium, Mobile Web Application Best Practices • Web Content Accessibility Guidelines WCAG 2.0					
18.3	In the case of conflict between the provisions of codes, laws, ordinances, statutes, standards, rules, and regulations, the more stringent requirement will apply.					

#	Compliance Term	Comply	Release	Vendor Comments	CapMetro Response	Test #
19	System Support					
19.1	Provide Post Go Live Support for CapMetro staff by phone and email for the software system components. Contractor agrees that onsite field engineerings support and onsite prescence may be required by CapMetro at any time during the term of the contract. 24x7x365 - Tech support within 15 minutes of contact Severity Level 1 - One or more CapMetro department's ability to perform mission critical business functions is in jeopardy because the system is not available. All Severity Level 1 issues will be responded to within 15 minutes of contact and a Mean Time to Resolution (MTTR) of 4 hours or less. These outages will be escalated to the contractor's Account Manager if issues are not resolved within 4 hours, the Chief Techincal Office if not resolved within 8 hours, and the President/CEO if not resolved within 12 hours of down time. Severity Level 2 - One or more CapMetro department's ability to perform mission critical business functions is in jeopardy because the system is not available, but a workaround can be established within a reasonable time. All Severity Level 2 issues will be responded to within 15 minutes and a Mean Time to Resolution (MTTR) of 8 hours or less. These outages will be escalated to the contractor's Account Manager if issues are not resolved within 8 hours, the Chief Techincal Officer if not resolved within 16 hours, and the President/CEO if not resolved within 24 hours of down time.					

CapMetro Access Request Replacement Requirements

Req. ID	SME Owner	Requirement Details (describe actual requirement)	CapMetro Notes	Vendor Response	Vendor Notes	System Component(s)	Software Module(s)	Test Case Number	Tested In	Implemented In	Verification	Additional Comments
Quantities												
FVSR-01		Five hundred (500) fareboxes and cashboxes - including associated installation material, cabling, and Operator Control Units (OCUs).										
FVSR-02		Ten (10) spare fareboxes and cashboxes - including associated installation material, cabling, and OCUs.										
FVSR-03		Six (6) vaults - including associated installation material, cabling, or other.										
FVSR-04		Nineteen (19) mobile bins.										
Farebox System												
FVSR-05		The farebox shall be service proven and designed for use on Bus services.										
FVSR-06		The farebox shall automatically identify and count all U.S. coins and bills in circulation, including any U.S. coins or bills that may be issued during the service life.										
FVSR-07		Coin mechanism shall be capable of processing coins at an insertion rate of no less than five coins per second.										
FVSR-08		The bill validator shall be able to accept \$1, \$2, \$5, \$10, and \$20 bills. The farebox shall accept, correctly identify, and total valid U.S. bills while rejecting and returning to the customer torn, partial, and counterfeit or foreign bills.										
FVSR-09		The coin and bill validator shall be configurable to allow CapMetro to set which denominations are acceptable.										
FVSR-10		All U.S. coins and bills shall be deposited into a single cashbox within the farebox unit that is securely compartmentalized to separate the coins and bills.										
FVSR-11		The farebox shall be capable of electronically verifying all coins and bills inserted for fare payment. All U.S. coins and bills that cannot be electronically verified shall be automatically rejected and returned to the customer.										
FVSR-12		The farebox shall assist Bus operators with verification of the fare deposited by showing an immediate display of the value of coins and bills inserted. If the bill or coin verification functionality is not available due to a jam or equipment malfunction, the operator shall have the ability to place the bill or coin module into bypass mode whereby all bills or coins inserted shall be directly deposited into the cashbox.										
FVSR-13		Money shall not be accessible by personnel or the public from the time of its insertion into the farebox until the time of emptying the vaults.										
FVSR-14		The farebox shall provide high security against forced entry and/or unauthorized manipulation.										
FVSR-15		The farebox shall be modular in design for easy swapping of failing components (e.g. bill acceptor, coin acceptor, motors, power supply, etc.)										
FVSR-16		The farebox shall be integrated with a smart lock that will allow for tracked and secure accesses to the cash box. The smart lock will provide a digital trail for audit tracking purposes.										
FVSR-17		Minimum useful life of the farebox shall be ten (10) years.										
FVSR-18		The default fare is "Full Fare".										
FVSR-19		The farebox shall provide audio feedback and display an appropriate code to the driver depending upon operating conditions.										
FVSR-20		The farebox & vaulting system shall include a Centralized Data Processing System (CDPS) that provides: a) Management of the fareboxes, vaults, and all peripheral fare system hardware b) Management of Fare Policy and Structure c) Repository for all data collected by the fare system d) Interface for running reports on transaction, financial and ridership data										
FVSR-21		The coin validator shall determine the validity of inserted coins based on their metallic content.										
FVSR-22		The coin validator shall accept, validate, and count the value of pennies (1 cent), nickels (5 cents), dimes (10 cents), quarters (25 cents), half-dollars (\$0.50), and dollar coins (\$1.00).										

FVSR-23		The validator and associated logic shall be solid state, employing no motors or moving parts for the validation process. Coins accepted by the validator shall have their value recorded in the farebox ECU unit. The passenger and OCU shall correctly display the fare paid.										
FVSR-24		The farebox shall be resistant to jams or malfunctions created by coins, or foreign objects.										
FVSR-25		The operator shall have the option to bypass the coin return and accept a rejected coin.										
FVSR-26		The bill validator shall not be susceptible to the accidental entry of coins										
FVSR-27		There shall be a bill reclassification feature - an ability to reclassify a bill if a "new" type is inserted, it can be accepted and the operator can input the denomination.										
FVSR-28		The bill validator shall accept an inserted bill in any one of four orientations – face up, face down, either end first.										
FVSR-29		Foreign currency and photocopies of valid currency shall be rejected.										
FVSR-30		If a bill is rejected, the transport mechanism shall reverse and the item shall be returned to the customer.										
FVSR-31		Processing time shall be less than two (2) seconds per bill regardless of the denomination being processed, as measured from the time the bill acceptor begins to draw in an inserted bill until it is ready to accept another bill.										
FVSR-32		The farebox shall continuously monitor the coin and bill handling systems, and shall automatically sense and report bill and coin jams.										
FVSR-33		All detected jam conditions shall be recorded in the farebox transactional data, and displayed to the operator on the OCU display.										
FVSR-34		Upon sensing a jam, the coin or bill processing shall be disabled until the jam is cleared.										
FVSR-35		Through OCU commands, the operator will have the ability to attempt to clear bill jams. After completion of the jam clearance function, bill processing shall be automatically re-enabled.										
FVSR-36		In the event that the coin slot is jammed or coin validator is inoperative, a means shall be provided to permit coins to pass directly from the coin insertion slot to the cashbox, bypassing the coin validator. Coins processed in this manner shall not be counted or registered by the farebox.										
FVSR-37		Use of this coin bypass mechanism shall not affect the security of the farebox or the collected revenue. Activation of the coin bypass mechanism shall require deliberate action by the operator. The farebox shall provide visual indication of the bypass to alert the operator of the bypass mode.										
FVSR-38		The bill and coin handling units shall be designed for ease of clearing coin and bill jams while the bus is in service.										
FVSR-39		The farebox power supply shall include adequate filters and other provisions to regulate the vehicle supplied power to suppress power spikes, noise and low voltage transients that could contribute to corruption of data.										
FVSR-40		The farebox shall be powered via standard 12V connection. The farebox shall ship with all necessary cables, connectors, and other components necessary for power connection.										
FVSR-41		The farebox shall monitor and record each instance of the primary power source dropping below 10V DC.										
FVSR-42		A manually operated on and off switch shall be provided to turn off the power to the farebox. It shall be accessible by authorized personnel only and located behind a locked door or cover. This switch shall be rugged, in construction, and shall have two positions (ON/OFF). It shall be clearly labeled so that the switch handle position points to or is aligned with the conditions indicated by the label.										
FVSR-43		The farebox and fare collection system shall be designed in a manner that establishes a direct audit trail between revenue deposited into the farebox (i.e. "registered revenue") and revenue counted in the money room (i.e. "deposited revenue").										
FVSR-44		The farebox shall automatically test all components and functions on every power up. Errors detected during this self-test shall be recorded and displayed to the operator on the OCU display.										

FVSR-45		The performance of the farebox shall be continuously monitored during operation, and all errors, exceptions, and anomalies shall be recorded and reported to the operator on the OCU.										
Farebox Data & Reporting												
FVSR-46		The farebox shall allow for two data transferring processes: automatic wireless (i.e. wi-fi) transferring of data when Buses arrive back in the yard and manual probing.										
FVSR-47		The farebox shall use solid-state memory for the storage of all transactional data.										
FVSR-48		The farebox will be accurate in its counting and data reporting, and shall be secure in its retention and transfer of data as well as the collected revenue.										
FVSR-49		The farebox memory shall be retained without the use of batteries. Power spikes or the loss of power shall not cause information or data contained in memory to be lost or altered.										
FVSR-50		The farebox controls and management system shall also be retained in solid-state memory and not require battery backup.										
FVSR-51		Persistent data shall be stored in the solid-state memory. Persistent data includes but is not limited to: fare sets, activity data, status of cashbox removal and farebox access, farebox events and alarms.										
FVSR-52		The farebox shall allow for a minimum of 10 programmable fare sets. The vendor shall provide initial programming of 10 CapMetro fare sets.										
FVSR-53		The farebox shall securely and accurately record all transactional information. This includes but is not limited to sales data, operational errors, rider information, and operator commands.										
FVSR-54		The farebox shall record all errors and exceptions including errors resulting from jammed bills or coins, mechanical malfunctions, operator errors and other conditions where the normal operation of the farebox may be disrupted. An individual record with date, time, and other relevant details, shall be written for each occurrence of an error or exception. Errors and exceptions shall be recorded in such detail that an analysis of this information shall represent a complete picture of the farebox performance.										
FVSR-55		All transaction and revenue data shall be date and time stamped.										
FVSR-56		The farebox shall provide adequate data storage capacity to accurately and securely store a minimum of 30 days of full revenue and transactional data. When the capacity of the farebox data storage is reached, the farebox shall suspend normal service and indicate data transfer is required.										
FVSR-57		Transactional data shall be transferred to the CDPS. After successful data transfer, the CDPS will direct the farebox to delete the data from the farebox.										
FVSR-58		Data from the fareboxes will be transferred to the Centralized Data Processing System (CDPS)										
FVSR-59		farebox system data transfers shall take place at the end of each service run in a batch mode process. The data transfer process should maximize convenience and reliability while minimizing labor and time required for accomplishing this key task.										
FVSR-60		Upon return to the garage, data transfer process shall be secure and involve little intervention on the part of maintenance or revenue personnel. Probing process shall have the capability of uploading fare box configurations to support farebox functionality.										
Farebox Installation												
FVSR-61		The farebox shall be installed adjacent to the operator and in close proximity to the front door. It shall be positioned so that an entering customer, including persons with disabilities, may easily insert fare into the farebox. The farebox position shall also allow for rapid positioning of the data probe, and convenient removal of the cashbox from the farebox.										
FVSR-62		The farebox shall not impede the Bus operator from access to the operator seat.										
FVSR-63		Space and structural provisions shall be made for installation of the farebox following onsite inspection and surveying as part of the Installation Design Document (IDD), and CapMetro approval.										

FVSR-64		CapMetro shall review and provide approval of final positioning. Approximately eight position and layout configurations are anticipated for the full fleet based on make/model/year of all CapMetro Buses.The IDD shall document and detail each of these layouts.										
FVSR-65		The Contractor shall ensure that the placement of the new fareboxes meets ADA compliance.										
FVSR-66		Relocation, removals, or cuts that may represent barriers must be verified and approved by CapMetro for resolution. These may not be performed without prior approval. Such details shall be captured in the IDD for respective installation layouts.										
FVSR-67		CapMetro's allocation for spares may not be used should there be any issues during vendor installations.										
Operator Control Unit (OCU)												
FVSR-68		The farebox shall be delivered with an OCU for operator entry of commands, passenger information and to display transactional information, errors, prompts, and other information.										
FVSR-69		The OCU keypad shall have a minimum of ten (10) buttons, including the digits 0 through 9, ENTER, CANCEL, SHIFT and user defined function buttons.										
FVSR-70		Buttons shall provide tactile, visual, and audio feedback. Keypad buttons shall be sealed from liquids and against foreign objects.										
FVSR-71		The function of the definable buttons shall be displayed on the OCU display.										
FVSR-72		The OCU display shall allow the operator to monitor transactions.										
FVSR-73		The OCU display shall indicate the type of fare transaction conducted, any fare problems, and other fare related messages.										
FVSR-74		The OCU display shall permit the operator to enter Passenger classifications, which shall match such Passenger classifications to fare amounts.										
FVSR-75		The farebox shall also support relief operator log-on, supervisor log-on, and manager log-on. Non-revenue service log-on shall be possible for maintenance and revenue technicians.										
FVSR-76		Upon completion of the log-on process, a log-on record inclusive of date/time stamps shall be established defining selections/entries.										
FVSR-77		The vendor is encouraged to submit proposals with additional information regarding technology that may speed the boarding process and lessen operator intervention for keying unique rider-types.										
Vault												
FVSR-78		CapMetro vaults shall be replaced with one compatible with the farebox system. vault requirements: 1. No probing. 2. Outdoor rated. 3. Removable mobile bins. 4. Separate compartments for cash and coin. 5. Female receiver for forklift. 6. Wheels to move mobile bins. 7. Blind collection - This means collections from the cashbox to the vault shall be blind and no users will be able to view how much money is in the cashbox nor vault. 8. Be made of a steel material robust and designed for securely transporting cash and coin.										
FVSR-79		The revenue deposited into the cashbox in each farebox shall be transferred manually to a stationary vault. The stationary vault will consist of a cashbox Receiver and secure vault housing.										
FVSR-80		The vault structure shall be permanently installed. The Contractor shall specify the installation, structural, environmental and power requirements to operate and maintain the vault system. As part of the IDD, the vault specification shall detail construction and installation layout and processes.										
FVSR-81		The vault shall permit the ability to remove and transport the collected cash via a Mobile Bin.										
FVSR-82		The cashbox in each farebox shall be "unlocked" for removal when the farebox receives the requisite codes via the smart lock.										

Cashbox												
FVSR-83		The cashbox shall have two individual, separate, and secure compartments to receive and retain coins and bills in their respective compartments. The cashbox shall maintain separation of coins and bills at all times.										
FVSR-84		The cashbox shall be constructed of a durable, lightweight material. Rough service shall not cause the cashbox to become distorted or inoperable. The cashbox shall not distort when filled to capacity.										
FVSR-85		The cashbox shall be designed in such a way that it securely locks during revenue service. After removal from the farebox, the cashbox shall remain locked until placed in the receiver vault.										
FVSR-86		cashboxes shall be interchangeable among fareboxes. The cashbox shall fit into the farebox only in a singularly correct position and shall easily be placed into the ready position to collect revenue. The cashbox insertion and removal procedure shall be designed to guide the cashbox into and out of the farebox and the cashbox Receiver.										
FVSR-87		Under normal operations, the farebox shall recognize the presence of a cashbox properly engaged and ready for service. The absence of a cashbox properly engaged shall cause the farebox to not accept monies until the cashbox is properly engaged.										
FVSR-88		The farebox shall automatically monitor the level of bills and coins deposited in the cashbox, and shall, without disclosing the contents of the farebox, send an alarm to the operator when the cashbox reaches a software configurable percentage of bill or coin capacity for appropriate action. The alarm shall remain active until the cashbox is extracted. Separate alarms shall be provided for the bills and coins.										
FVSR-89		When the coin and bill capacity reaches 100% of the configuration amount, the farebox shall notify the operator and automatically disable coin and bill acceptance. After the coin and bill acceptance is disabled, the farebox shall reject all inserted coins and bills and return them to the customer.										
FVSR-90		The cashbox access door shall be mechanically latched via a smart lock. The smart lock will provide a digital trail for audit tracking purposes.										
FVSR-91		The mechanism to unlatch and gain access shall be security code, electronic key, or other secure method approved by CapMetro.										
FVSR-92		The electronic key shall be modifiable by downloading farebox configuration data under a secure transmission from CDPS.										

1	Hosted Environment - Answer the following questions in the "Answer" column:	Answer
1.01	Is the backend application hosted via a public cloud such as Amazon, an infrastructure as a service (IaaS), or is it self-hosted?	
1.02	Does the vendor manage this equipment or does a hosting provider manage it?	
1.03	Network security - firewalls, intrusion detection systems:	
1.04	•Do you have IDS/IPS? Who manages these devices?	
1.05	•Are these shared resources between the vendor and other hosted customers?	
1.06	•Are they shared between all of this vendor’s customers or are they specific to an individual customer?	
1.07	Data segregation - How do you ensure data security and prevent unauthorized access to data of one tenant by other tenant users?	
4	Manuals - The manuals shall be customized specific to Capital Metro's environment, provided in Microsoft Word and PDF, and be updated when new releases are provided. include but are not limited to the list below. In the "Answer" column, indicate the manual to be provided and what it covers	Answer
4.01	Design and Requirements Documentation	
4.02	Acceptance Test Criteria	
4.03	Systems Administration Manual	
4.04	Security User’s Manual	
4.05	User’s Manual	
4.06	Database Dictionary	
4.07	Database Entity Relationship Diagram	
4.08	Architecture Diagram	
4.09	Integration Manual	
4.1	Process Flows	
4.11	Systems Configuration Documentation	
4.12	Maintenance Procedures Manual	
4.13	Reporting Manual	
4.14	Software License Agreements	
4.15	System, Hardware, and Software Maintenance Agreement	
5	Reliability. Using the below criteria, specify in the "Answers" column the reliability rates of your solution:	Answer
5.01	Uptime of hosted backend solution	
6	Accessibility - Answer the following questions in the "Answer" column where applicable:	Answer
6.01	Is solution compliant with current WCAG (Web Content Accessibility Guideline) 2.0 AA and Title II Web Accessibility standards?	
6.02	Describe methodology for ensuring that all customer- and staff- facing screens are compatible with screen reader technology using text-to-speech and/or a refreshable Braille display. Are compatibility tests 100% automated or are power users (with disabilities, familiar with text-to-speech/refreshable Braille displays) brought in to consult and if so, at what stage(s)? How do you ensure that screens make proper use of forms mode, contextual labels, image field descriptions, and curbed read back of meta data?	
6.03	Can all screens be altered by high contrast settings either native to the solution or using those built into current windows operating systems?	
6.04	Can font size of all customer- and staff-facing screens be adjusted for visibility?	
6.05	If applicable, do all CAPTCHA (or similar) anti-bot checks include an alternative audio challenge?	
6.06	Are all customer-facing screens presented in English and Spanish?	

Project Phase Tasks and Deliverables. Vendor shall perform the following phase tasks and provide the associated deliverables required to deploy all hardware, software, updates and configurations resulting in a fully functional and tested system. Vendor shall obtain CapMetro review of all deliverables and make changes and updates to deliverables per CapMetro review as needed.	
1.0	Plan. Meet with CapMetro project manager and business area stakeholders for project planning, including review of proposed schedule, roles and responsibilities, as well as conduct a complete review of functionality to be delivered, and other project activities. Plan Deliverables from Vendor: 1. Project organization chart 2. Project schedule and Project Management Plan - (draft) 3. Action Items and Issues log (AIL) 4. Project Decisions Log 5. Project Review Documents (PRDs) for project decisions 6. Initial Risk Register 7. System Implementation Plan (draft) 8. Scope and Compliance Matrix Review and Update
2.0	Design. Vendor's configuration and implementation approach based on CapMetro's previously gathered requirements. This phase will determine how the system will be installed, product wireframe presentation to the customer, and how it will be managed in the back end. Vendor will work with CapMetro to develop materials that will provide a basis to help instruct CapMetro stakeholders in the easiest and most efficient way to use the system to their utmost advantage. Design Deliverables: 1. Configuration Management Document (“CMD” - Draft) 2. Solution Design Documents / MVP Lists (If Hybrid Agile Approach) 3. Application Landscape Design Document 4. Integration Design Plan 5. System Implementation Plan (Final) / Sprint Plan (If Hybrid Agile Approach) 6. Data Migration Plan (Draft) 7. Disaster Recovery Plan (Draft) 8. Quality Assurance Plan (Draft) 9. Risk Management Plan (Final) 10. Data dictionary and Entity Relationship Diagram (ERD) 11. Project Schedule (Baseline) with Resource Loading 12. Network architecture diagram (Draft) 13. Perform Preliminary Design Review (PDR) Design and System Implementation Plan with Stakeholders 14. Create Final Design based on review and perform Final Design Review (FDR) 15. Review and Acceptance of Final Design and Project Management Plan 16. Scope and Compliance Matrix Review and Update
3.0	Develop. Development, configuration and installation of the solution and integration as well as installation within a development and a test environment so configuration and testing of the required functionality can be started. This task will include setting the initial configuration values by Vendor so they can be tested and changed if needed. During this phase, the rollout of the system must be worked on to include training all IT and Operational staff who will use or have on-going support roles. Develop Deliverables: 1. Quality Assurance Plan Including QA/QC Checklist (Final) 2. Development of modules, application and interfaces 3. Develop and Design Review Sessions per Sprint (If Hybrid Agile) 4. Retrospective sessions on prior development (If Hybrid Agile) 5. Test Environment Installation that provides CapMetro full access throughout the project and the life of the system 6. Supporting Infrastructure Implemented as applicable 7. Test Procedure/Plan including test Scripts, use cases, acceptance test criteria demonstrating each Compliance Matrix term is developed and meets requirement (Draft) 8. Update Compliance Matrix with Test Number(s) 9. High-level Training of CapMetro Staff to Prepare for Test Phase 10. Vendor Warranty and Maintenance Plan Review 11. Review and Feedback of CapMetro Support Responsibility Matrix 12. Role-based, On-site Training Plan for all User Types (Draft): •Training schedule and course outlines for review a minimum of three weeks prior to the scheduled classes •Separate training sessions based on functional and technical area •Provide all materials necessary to train participants (CapMetro will provide space and laptops) •Schedule the training staff to be on site timely to ensure equipment, materials, student accounts and classroom are fully ready for when class begins •Arrange for an instructor(s) with thorough knowledge of the material covered in the course(s) and the ability to effectively lead the knowledge transfer •Provide customized training manuals specific to CapMetro's environment in Microsoft Word and PDF. Vendor shall provide the agreed-to number of hard copies

4.0	Test. Vendor shall develop and implement a comprehensive program to test all components and applications that comprise the integrated Vendor ERP solution. Testing is to be performed in five distinct and separate phases: 1. Functional Unit Test (FUT) 2. System Integration Test (SIT) 3. End to End Test (EET) 4. Pilot Test (Day in the Life) 5. System Acceptance Test (SAT) The testing phase shall not be deemed completed until all functional requirements have been fully tested and approved by CapMetro. Vendor shall develop an ERP Test Plan that includes the number and range of tests, detailed schedule indicating the sequence of each test, and when and where each test will take place. Vendor shall not perform any test until the corresponding test plan and procedures have been approved by CapMetro. Vendor shall develop Test Procedure documents with test scripts, all anticipated use cases and acceptance criteria for review and approval by CapMetro for each phase of testing. Test deliverables: 1. Test Plan (including automated testing processes) 2. Test Procedures (including automated testing processes) 3. System Acceptance Test Plan and Execution 4. Execution of FUT, SIT, EET, Day in the Life and System Acceptance Testing 5. Security Penetration Test (performed as part of SAT) 6. Disaster Recovery Test - End-to-End 7. Volume and Stress Tests 8. Regression Testing of the entire Test Plan for any Class 1 and Class 2 Failures 9 Test Results and Reports (including results for failed tests) 10. Agency Test Facility 11. Procedures for changing environments (dev, test, stage, prod) 12. Installation Plan (if applicable) 13. Test Failure Log & Remediation Plan. Vendor shall lead testing of the solution including integrations and resolve all Severe (Class 1) and Significant (Class 2) Test Failure Results (TFRs). Vendor shall endeavor to resolve Minor (Class 3) TFRs during this phase; however, the requirement for Class 3 resolution is during the Closeout phase. Definition for each class are as follows: •Severe - A Class 1 test failure is a severe defect that prevents, inhibits, or significantly impairs further testing or operation of the system. •Significant - A Class 2 test failure is a significant defect that does not prevent further testing or has a minimal effect on normal operations of the system. •Minor – A Class 3 test failure is a minor or isolated defect that does not impact or invalidate the testing or normal operations of the system. 14. Compliance Matrix Review and Update 15. Training Plan (Final) 16. User, Admin, Maint., Installation, and Training Manuals
5.0	Deploy/Go Live: Deploy: once all the test failures have been corrected, the Vendor shall install and configure the software and incorporate it into the live environment. Go Live: the system shall go live and be monitored for the first 30 days of operation. If Severe (Class 1) or Significant (Class 2) issues arise, the Go-Live period may be cancelled, extended or restarted. The Vendor shall be required to participate in the monitoring of the system and respond to issues so they are quickly resolved. Deploy/Go Live Deliverables: 1. Conduct Training for all User Types 2. Document Procedures and Migrate Environment from Test to Production 3. QA/QC checklist Sign off 4. Update to Disaster Recovery Plan 5. Updates to Data Migration Plan and Actions 6. Delivery of all Documentation including User, System Admin, Maintenance, Installation and Training Manuals, (Revise Draft) 7. Deployment, Implementation, Configuration and Integration of the Vendor solution with all environments 8. System Acceptance Test (SAT) 9. Resolution of SAT TFRs 10. Go Live Schedule and Transition Plan 11. System Go Live 12. Technical Lead On-site During First Week of Go Live, or Longer if System Issues are Experienced 13. Revised (final) Copies of all Required Documentation including User and Training Manuals 14. Compliance Matrix Review and Update

6.0	Close. Obtain acceptance by CapMetro to formally close the project. Apply appropriate updates to project documents. Close out all procurement activities ensuring termination of all relevant agreements. Close Deliverables:	
	1. Follow-up training on areas identified during Go Live and Training Documentation (Final) 2. Data dictionary and Entity Relationship Diagram (Final) 3. Network architecture diagram (Final) 4. All AIL items closed 5. Resolution of all Minor (Class 3) TFRs	6. Final Documentation for Environment Refresh (Develop-Test-Stage-Production) 7. Disaster Recovery Plan (Final) 8. Configuration Management Documents (CMD – Final) 9. APIs and all documentation related to all integrations (Final) 10. Warranty and Maintenance Procedure Review and Forms 11. As-builts: updates to any documentation including design document changes 12. Participation in Lessons Learned
Project Management. Vendor shall manage the project continuously beginning with the Notice to Proceed through Close, and shall lead the project and is expected to drive and manage all aspects of the project. CapMetro shall manage and coordinate all its resources. A full-time Project manager or technical lead is required to be onsite at least two weeks per month during each phase of the project. A PMP is preferred and shall be approved by CapMetro. Project Management Tasks:		
7.0	1. Active Partnership with CapMetro in assuring Project Success 2. Onsite as needed (May Be Performed by Technical Lead Depending Upon Scheduled Activities By Agreement with CapMetro); Technical Lead will be onsite during pilot testing and resolution of any TFRs 3. Separate Lead Project Manager and Technical Lead for All Communication Regarding Work Under This Contract 4. Task Coordination with The Designated CapMetro project manager 5. Regular Communication with The Project Manager and any other staff designated to discuss progress, critical risk factors, schedule, or unique issues that may surface. 6. Specification of CapMetro's staff resources needed for project success with at least two weeks' notice in advance within the project schedule. 7. Support Responsibility Matrix Review and Updates as Needed	8. Weekly Status Meetings with Updated Schedule and AIL 9. Review and Feedback of Change Requests as Needed 10. Monthly Risk Registry Updates 11. Monthly Management Review Meetings 12. Weekly Project Status Report 13. Monthly attendance and Status Presentation at Steering Committee Meetings 14. Responsible for ensuring all project documentation, including meeting minutes, AIL updates, project schedule and plans are kept updated in the CapMetro SharePoint site

CapMetro Farebox & Vaulting System Replacement - Requirement Traceability Matrix (RTM) Definitions

PURPOSE: To define each of the columns in the Requirements Traceability Matrix (Master Requirements Listing tab)

RTM Column Name	Column Description / Definition
Process Columns	
Requirements (Req.) ID	The unique identification number for the business requirement. The number ties to the number scheme of the process classification framework levels (Classification framework level descriptions provided in the subsequent columns.)
Count	The individual requirement identifier that provides a total requirement count for all process areas.
Process Level 0 Name	Identification of the Level 1 process name that represents the highest primary process level for CapMetro (e.g., Level 0 can be defined as System Security, or System Navigation, Approval Functionality, etc.).
Business / Technical Requirements	
Requirement Details	Detailed text description of the requirement.
Source	The source or artifact from which the requirement originates (e.g., leading practice requirements, CapMetro requirement workshop, CapMetro policy / procedure). If known, the specific reference for the regulation or policy that creates the need for this specific requirement will be listed.
Requirement (Req.) Priority	The priority level that that has been assigned through the analysis of input by the source, KPMG, and CapMetro Team. The priority level will assist in requirements planning, reporting, and tracking. The prioritization rating definitions that will be assigned are: a. Required – required functionality. b. Key – provides significant benefit to the business. c. Desired – provides important benefit to the business. d. Optional – would enhance the product and provide benefit.
Notes / Comments	Any comments regarding the requirement and/or its traceability with the other checkpoints.
Vendor Response	Response from vendor selected from the pick list
Vendor Notes	Any explanation from the vendor to support the response
Implementation / Testing Traceability	
System Component(s)	A description of the application system component(s) linked to the functional requirement.
Software Module(s)	A description of the application system software module(s) linked to the functional requirement.
Test Case Number	The test case number that is linked to the functional requirement.
Tested In	The application system module that the functional requirement has been tested in.
Implemented In	The application system module that the functional requirement has been implemented in.
Verification	A description of the verification document linked to the functional requirement.
Additional Notes / Comments	This column should be populated with any additional comments