



Michael V. O'Brien  
City Manager

CITY OF WORCESTER

NOV 14 10:20:20

November 12, 2010

Mr. Dan DeMille  
MEOPSS  
Highway Safety Division  
10 Park Plaza, Suite 3720  
Boston, MA 02116

Dear Mr. DeMille:

Attached please find the City of Worcester, Worcester Police Department's application for the FFY 2011 Automated License Plate Reader Grant Program.

As you may know, Worcester is a major hub for not only commuter and business traffic, but is in the midst of a relocation of the CSX freight transportation to our City which will increase freight traffic on highways and some City streets. With what we are learning about the ALRP technology, the ability to purchase a unit would allow our Traffic Division to participate in a number of partnerships to decrease motor vehicle thefts, unlicensed / unregistered drivers, and has the potential for so many other enforcement activities.

Thank you for considering our application, and should you need additional information, please contact Traffic Division Lt. Timothy Walsh at 508-799-8674 or [walshtp@worcesterma.gov](mailto:walshtp@worcesterma.gov) or Anne O'Brien, Grants Coordinator, at 508-799-1386 or [obriena@worcesterma.gov](mailto:obriena@worcesterma.gov)

Sincerely,

Michael V. O'Brien  
City Manager



OFFICE OF THE CITY MANAGER, CITY HALL, WORCESTER, MA 01608  
TELEPHONE (508) 799-1175 | FAX (508) 799-1208  
EMAIL: [citymanager@worcesterma.gov](mailto:citymanager@worcesterma.gov)



**Commonwealth of Massachusetts**  
**Executive Office of Public Safety and Security**  
**Office of Grants and Research**  
**Highway Safety Division**  
**10 Park Plaza, Suite 3720**  
**Boston, MA 02116**  
**Tel: 617.725.3341**

11/22/10 12:20

**Application for Grant Funds (AGF)**  
**FFY 2011 Automated License Plate Reader Grant Program**  
**Deadline for Applications: Noon, November 29, 2010**

**All sections must be completed to be eligible.**

Name and Complete Address of Department or Municipality  <b>City of Worcester – Worcester Police Department</b> <b>9-11 Lincoln Square</b> <b>Worcester, MA 01608</b>			
Chief's Last Name <b>Gemme</b>	First <b>Gary</b>	Middle Initial <b>J.</b>	
E-Mail Address <a href="mailto:gemmeg@worcesterma.gov">gemmeg@worcesterma.gov</a>	Telephone <b>508-799-8611</b>	Fax <b>508-799-8680</b>	
Grant Contact Last Name <b>Walsh</b>	First Name <b>Timothy</b>	Middle Initial <b>P.</b>	Title <b>Lieutenant</b>
E-Mail Address <a href="mailto:walshtp@worcesterma.gov">walshtp@worcesterma.gov</a>	Telephone <b>508-799-8674</b>	Fax <b>508-799-8680</b>	
<b>Applicant Profile</b>			
Does your department currently have any ALPR units in use? If so, how many?		No	
Number of full-time officers		419 (330 Officers and 89 Officials)	
Number of part-time officers		0	
What is the population of your community according to the 2009 census?		175,088	
How large is your community (square miles)?		38.6	

**Problem Identification**

Category	2007	2008	2009
Number of unlicensed motorist citations	601	543	411
Number of uninsured motorist citations	203	197	154
Number of operating with a suspended	743	801	582

license citations			
Number of operating with a suspended license arrests	586	630	493
Number of stolen vehicles reports	931	705	706
Number of stolen vehicle arrests	141	102	91

**Proposed Programming**

**Experience- Provide a summary of previous experience your department has with highway safety initiatives (Click It or Ticket, Massachusetts Law Enforcement Challenge, crash reporting, etc.).**

The Worcester Police Department is proud to have participated in the MEOPSS Traffic Enforcement Grant Program for the past eight years, and will be submitting an application for the recently announced FFY 2011 opportunity. Funding from this grant has afforded us the opportunity to conduct targeted enforcement activities including *Click It or Ticket*, *Drunk Driving. Over the Limit. Under Arrest.*, and *Road Respect*. During these mobilizations, we have been able to target specific hot spot areas such as bars or other liquor-serving establishments during drunken driving mobilizations. Our Crime Analysis Unit is also able to identify high accident locations and provide maps of such to the Traffic Division who can then focus on these areas of high accident activity and provide selective enforcements in those areas.

Although we have not participated in the MA Law Enforcement Challenge competition in the past, our Traffic Division Lt. did attend a recent event on the topic and a future application will be given serious consideration. We have completed numerous special projects in the past – such as “Operation Safe-Crossing”, a sting situation at frequent elderly crossing locations. An undercover officer is used as a ‘decoy’ to enter the crosswalk and call out to cars that do not stop. In the past two years, we have cited 2000+ drivers for such violations. These operations have received wide positive feedback from senior centers and other settings with large senior populations. We are also familiar with MLEC materials posted on mass.gov (such as the step-by-step guide and NHTSA’s 2008-2009 report on Traffic Safety Innovations.)

Lay-offs of civilian personnel in the Records Division over the past two years resulted in a backlog accident reports and crash data reporting which are sent on to the state. We have met with representatives of the state for recommendations, but additional upgrades to computer systems and data alternatives may be cost prohibitive. We have however increased efforts to re-attain and sustain compliance with state mandated crash reporting, and now have re-allocated existing resources to ensure that systems are in place to continue compliance going forward.

WPD’s Traffic Division consists of 14 Officers, 4 Officials, and 2 civilians whose main objective is to ensure safe travel throughout the City and to expedite the flow of traffic. In addition to handling crash reconstruction (fatal and near fatal) and follow-up on hit and run investigations, the Traffic Division also enforces State and local traffic laws.

**Timeline- Provide your projected timeline for unit purchase, training, and implementation (January 2011-June 30, 2011).**

The WPD Traffic Division has performed its due diligence in requesting cost and equipment information from all three MEOPSS-approved vendors, and is confident in both the cost efficiency and appropriate equipment system as offered by the PIPS Technology offered through MHQ of Marlborough, MA. We have participated in a demonstration of this product and would be green-lighted to purchase the equipment immediately upon notification of the grant award. In addition, the vendor has informed us that installation and training would occur approximately eight (8) weeks after receipt of the City's equipment order. This would result in the actual equipment usage beginning on or about April 1, 2011.

**Project Activities- Describe your proposed deployment use (how many hours per day, per week, etc.).**

We plan to have the unit installed into one (1) Traffic Division vehicle, which would be deployed, on average, 8-16 hours per day, with some schedules allowing for 2 – possibly 3 – 8-hour shifts per day, five days per week. Deployments would regularly occur at targeted higher traffic hours (early morning and evening commutes) as well as higher crime times (late nights). Deployment locations would rely heavily on Crime Analysis Unit mapping of hot spot areas of higher collision incidents, speeding violations, MV theft, and other related considerations.

**Capabilities- Describe your department's technical capabilities to implement this program.**

The Traffic Division's Lt. Timothy Walsh will be the "project manager" of any award activities and has worked over 24 years as a police officer, the last 18 of them with the Worcester Police Department, and the last 3+ as a Lieutenant in the traffic Division. He is responsible for the administration and management of the office and is able to deploy personnel as needed for specific enforcements and related duties.

In addition to regular staff meetings, Worcester's Chief convenes a weekly "Captain's Roundtable" whose participants are the heads of Divisions within the WPD. At these meetings, information, trends and resources are shared so no department operates in a vacuum. It is in situations such as this where information about the new ALPR technology will be shared and cooperative efforts offered.

Since 2004, the WPD has strategically employed the use of technical data analysis, combined with street intelligence, training and professional development as an effective tool in the deployment of police resources. The Crime Analysis Unit has evolved from a one-person operation to a fully staffed unit of two sworn personnel and three civilian analysts. The CAU is the nucleus of the WPD command staff meetings and they provide the data used in the deployment of personnel and resources. Over the past 6 years, a

long-term commitment to technology was made which required regular investments in hardware and software development. Today, police cruisers are equipped with computers and investigators are issued laptops. These tools all have internet capabilities and are linked to the WPD and other law enforcement databases. Internally, the CAU and the patrol division are equipped with state of the art hardware including smart boards for displaying data and information.

With the Traffic Division – and specifically to this possible grant award – the CAU is a resource for tracking data including but not limited to violations issued, locations, hot spot mapping, and other data collection. When an officer issues a citation for a specific traffic violation, while it may go into the database as one violation, it may actually have a number of different violations on one ticket. For example: a citation issued for OUI may also contain a violation for driving with a revoked license or driving an unregistered vehicle. The Traffic Division works to separate these violations and maintain their own database which would be broken down further by violation types.

**Goals- Identify specific, measurable, attainable, realistic and time-bound goals and objectives for this program (i.e. increase uninsured motorist violations by 20% over 2009 levels by August 2011).**

1. Increase revenue generated by increased traffic citations issued by 10% within the first 12 months of utilization.
2. Improve vehicle recovery statistics for stolen motor vehicle by 10% within the first 12 months of utilization.
3. Deploy equipped cruiser in conjunction with known gang activity areas as needed during the first 12 months of operation in order to assist Gang Unit Officers to (for example) locate persons of interest in unlawful activity. Collect data, compare with same period of prior year, and assist with evaluation of effectiveness and recommendations for additional areas of use.
4. Institute targeted deployments to perimeters of schools and playgrounds as needed to identify any registered sexual predator. Increase identification of unlawful presence by 10%.
5. Train 3 appropriate WPD personnel in the ALPR's BOSS system within 6 weeks of equipment installation. Evaluate need to train additional personnel after the first 6 months.
6. By using direct communication with other departments in the WPD, we will increase knowledge of the ALPR and its potential uses for crimes involving motor vehicles, vice, gangs, bank robberies etc. Maintain clear records of instances and outcomes of such communication/mobilizations.
7. Utilize equipment's database to maintain and track gang activity and to augment CAU data as appropriate.
8. Deploy unit specifically for any AMBER or BOLO reports issued.

**Evaluation- Describe your evaluation plan (for example, a pre and post data comparison for your community during the grant period with the same time period in the previous year).**

Each of the goals detailed above will be evaluated using existing data from the most recent calendar year delineated by month and compared with the same parameters during the same months post implementation. Additional measures will be developed to track other specific goals. For example - Increased revenue will be evaluated using the MA Registry of Motor Vehicles CMVI Monthly External Disbursement Report. Comparisons are easily made for monies disbursed on an annual basis broken down by month and reported side-by-side with the same month of the previous year. Additionally, we will work with the budget/finance officer to develop additional methods of revenue information collections.

Currently, both the Crime Analysis Unit and the Traffic Division track statistics – albeit in varying ways. The Traffic Division enters citations into their system by the violator’s name, while the CAU enters by reason for citation. One citation however may be written for more than one violation. A program will be developed to further breakdown this data by (for example) specific reason for citation (expired license, stolen vehicle, etc)

**Additional Information- Provide any additional information about your current and/or proposed ALPR program you would like EOPSS to consider when evaluating your AGF response (major highways through community, commuter population).**

CSX Corporation, together with its subsidiaries based in Jacksonville, Fla., is one of the nation's leading transportation suppliers. The company’s rail and intermodal businesses provide rail-based transportation services including traditional rail service and the transport of intermodal containers and trailers. CSX is currently working with the City of Worcester and the State of MA to expand and enhance commuter and freight rail options with their hub to be located in Worcester. This citing of such a large transportation hub will of course have ramifications on traffic in the City. With the increase in commuter rail access, we would anticipate more commuters traveling into the City to be able to make better connections into Boston and other parts of the State. The City has constructed a 500-car parking garage at Union Station to accommodate such numbers, and the structure is not currently used to capacity. Should the increase in commuter traffic necessitate it, we do have other lots available in the Union Station area to cite additional parking locations. Along with commuter traffic, being the transportation hub for freight delivery will also impact City traffic in a variety of ways. With the CSX location, roads will be utilized to provide direct access from the highway (Interstate 290 specifically) to the freight yard so trucks will not need to travel on City streets if they are coming from the west or going to the east. There will be direct access from the highway to the freight yard. While freight traffic coming from the east or going to the west will need to travel on City streets, road restructure will minimize the distance – they will be traveling less distance on City street as current. This central location is expected to increase freight traffic on local highways however with more tractor trailers traveling all

hours on these highways. There will also be more freight vehicles parked in the City which very often leads to increases in vehicle thefts; however these vehicles will be parked on CSX property with 24 hour security.

In addition to the anticipated increase in freight traffic, Worcester is also at the center of a large commuter transportation infrastructure: Interstate 90 and Route 9 connect Worcester to the east and west, carrying more than 100,000 vehicles daily. Interstate 290 and Route 146 tie these roadways and other regions to the south and west, passing through the heart of Worcester, and carrying nearly 125,000 vehicles daily. Interstate 190 connects Worcester to the north, carrying approximately 70,000 vehicles daily. Together with rail connections to the east and west, as well as an air connection via the Regional Airport in the City, Worcester is accessible from points throughout the Northeast. Nearly 6 million people live within one hour's drive from Worcester, including residents of Massachusetts, Rhode Island, and Connecticut.

Worcester also houses 9 colleges or universities whose 2008-2009 headcount reflected over 27,800 students – many of whom are commuters or live at the colleges and park vehicles from other parts of the country. These large numbers of younger drivers directly impact traffic enforcement patterns.

**BUDGET TEMPLATE**

**January 2011 - June 30, 2011-** also provide specification sheet from your chosen vendor

<b>Equipment</b>	<b>Cost/Rate</b>	<b>Total</b>
<b>SLATE-750-PLUS MA Three Camera Mobile Law Enforcement Package</b> – includes 750nm illumination, SuperRxIII processor, camera cable/connector(s), GPS module, PAGIS software and dongle, PIPS ALPR/OCR Engine, Client/Server architecture, camera bracket mount assemblies	\$ 15,250.00	\$ 15,250.00
<b>PIPS-SW-BOSS Back Office System Software</b> utilizing Microsoft SQL Express Server Software for system administration, data analysis and data storage, data mining, reporting, mapping via Google maps, remote alerting, and networking in support of inter-agency data sharing. Software includes 1 administrative plus 2 user license.	COST INCLUDED ABOVE	\$ 0.00
PIPS-SRVC-MVI – Field Engineering Services required for the installation of the PIPS Mobile ALPR system on a traffic vehicle including PAGIS in car and BOSS back office software training. Priced on a per vehicle basis	\$ 2,900.00	\$ 2,900.00
<b>BOSS MAP-MAP Advanced mapping utilizing BING maps</b> – Birds eye, satellite, multiple images	\$ 795.00	\$ 795.00
<b>Total</b>	\$ 18,945.00	\$ 18,945.00

Total funding requested \$ 18,945.00

Please Note:

If your department does not have an officer safety belt policy, 50% of your total grant award will be deducted. If your department falls into this category, please provide a statement agreeing that the balance will be paid by your department or that no funds will be awarded.

Grant recipients are required to provide an in-kind (soft) match which represents 20% of the total project cost. For example if you receive \$5,000, your 20% match would be calculated as follows: \$5,000 divided by 80% = \$6,250 X 20% = \$1,250.

Worcester’s 20% = \$4,736.25

**FEDERAL IN-KIND MATCH REQUIREMENTS - REQUIRED**

<b>Item/Service</b>	<b>Quantity</b>	<b>Cost</b>	<b>Total</b>
PIPS Service Maintenance – Mobile	Annual maintenance cost for year 1 and 2 for the PIPS mobile vehicle system plus the PAGIS in car display software	\$ 1,815.00	\$ 1,815.00
PIPS Service Maintenance - BOSS	Annual maintenance cost for year 1 and 2	\$ 108.00	\$ 108.00
MV maintenance for equipment installation	\$43.47/hr x 8 hrs = \$347.76	\$ 347.76	\$ 347.76
Officer/Official training time	14 PO + 4 Officials @ 2 hrs. training each (Avg PO = \$54.27/hr, Avg Official = \$56.85/hr)	\$ 1,974.36	\$ 1,974.36
Financial reporting and monthly program reports	3 hrs / month x 6 months @ \$63.77/hr	\$ 1,137.06	\$ 1,137.06
		<b>\$ 5,381.70</b>	<b>\$ 5,381.70</b>

**Department's plan to pay for additional maintenance and warranty costs:**

The additional maintenance cost(s) will be paid out of the WPD's Ordinary Maintenance budget.

**For EOPSS/HSD Use:**

Revised Total Request:

\$ \_\_\_\_\_

Applications due on or before November 29, 2010 at noon to:

Dan DeMille, Program Coordinator  
Executive Office of Public Safety and Security  
Office of Grants and Research  
Highway Safety Division  
10 Park Plaza, Suite 3720  
Boston, MA 02116

**CHECK LIST**

- Completed Application (original and 8 copies)
- Required Signatures
- Safety belt policy or commitment to establish one by DATE
- Contract Authorized Signatory Listing

Please note that in the event that your department or municipality is selected for an award, a Standard Contract Form and General Subrecipient Conditions will be provided for your signature at that time.

Before signing below, or obtaining signature, please be sure the entire application is complete.

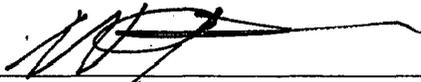
**ASSURANCES**

The \_\_\_City of Worcester\_\_\_ Police Department/municipality acknowledges and agrees to comply with all grant contract requirements and performance measures. This municipality or department understands and agrees that a grant received as a result of this application is subject to the regulations governing highway safety projects and grant management requirements and will comply with all State and Federal Guidelines. Funding is based on availability of federal funds. I hereby acknowledge my understanding of the above grant requirements and will comply with the best of my ability:

\_\_\_\_Michael V. O'Brien, City Manager\_\_\_\_\_

Authorized Representative Name and Title (please print)

Please note that the signatory must be authorized to enter into a contract with the Commonwealth.



\_\_\_\_\_  
Authorized Signature in blue ink

11/5/10

\_\_\_\_\_  
Date signed in blue ink

Deadline: An original application form with attachments, along with three copies, must be received by HSD by **noon on November 29, 2010**. Faxed and electronic responses will **NOT** be accepted.

\*It is suggested that departments verify with EOPSS-HSD receipt of application prior to deadline (this is because of recent mail delivery problems). Please email Dan DeMille at [Daniel.DeMille@state.ma.us](mailto:Daniel.DeMille@state.ma.us) to verify receipt.

**COMMONWEALTH OF MASSACHUSETTS  
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

Issued May  
2004



CONTRACTOR LEGAL NAME : *City of Worcester*  
CONTRACTOR VENDOR/CUSTOMER CODE:

**INSTRUCTIONS:** Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

**NOTICE:** *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
Michael V. O'Brien	City Manager
Julie Jacobson	Assistant City Manager
Thomas F. Zidelis	Chief Finance Officer
Gary G. Gemme	Police Chief

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

  
\_\_\_\_\_  
Signature

Date: *11/5/10*

Title: City Manager

Telephone: 508-799-1175

Fax: 508-799-1208

Email: [citymanager@worcesterma.gov](mailto:citymanager@worcesterma.gov)

[Listing can not be accepted without all of this information completed.]  
A copy of this listing must be attached to the "record copy" of a contract filed with the department.

COMMONWEALTH OF MASSACHUSETTS  
CONTRACTOR AUTHORIZED SIGNATORY LISTING

Issued May  
2004



CONTRACTOR LEGAL NAME :  
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures.  
It is recommended that Departments obtain authentication of signature for the signatory  
who submits the Contractor Authorized Listing.

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): Michael V. O'Brien

Title: City Manager

X 

Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, David J. RUSHFORD (NOTARY) as a ~~notary~~ public certify that I witnessed  
the signature of the aforementioned signatory above and I verified the individual's identity on this date:  
NOV 5, 20 10 :  
JUSTICE OF THE PEACE

My commission expires on:

AFFIX NOTARY SEAL

I, \_\_\_\_\_ (CORPORATE CLERK) certify that I witnessed the  
signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's  
authority as an authorized signatory for the Contractor on this date:

\_\_\_\_\_, 20 \_\_\_\_.

AFFIX CORPORATE SEAL

November 2, 2010

REF: 3 Camera Mobile P362 ALPR Price Quote

Anne O'Brien  
Worcester Police Department  
Grants Coordinator  
455 Main Street  
Worcester, Massachusetts 01608

Ms. O'Brien,

I'm pleased to provide you with this quote for a three Camera Mobile ALPR system "hard" mounted and integrated into an MDT system in your patrol vehicle.

Key points about Federal Signal in the ALPR market:

- For more than 16 years, Federal Signal market focus has specialized in Automatic License Plate Recognition technologies.
- As an Original Equipment Manufacturer, they design, manufacture, and develop their own hardware and software – they control the quality and support of their products from start to finish.
- PIPS offers an ALPR "back-end" analysis software package (BOSS) that provides data-mining of "historic" license plate information obtained and stored from all deployed mobile (and fixed) systems within your department.

Qty	Item	Description	List Unit Cost
1	1	<b>SLATE-750- PLUS MA Three Camera Mobile Law Enforcement Package</b> including 750nm illumination, SuperXIII processor, camera cable/connector(s), GPS module, PAGIS software and dongle, PIPS ALPR/OCR Engine, Client/Server architecture, camera bracket mount assemblies	15,250.00
1	2	<b>PIPS-SW-BOSS Back Office System Software</b> utilizing Microsoft SQL Express Server Software for system administration, data analysis and data storage, data mining, reporting, mapping via google Maps, remote alerting, and networking in support of inter-agency data sharing. <b>Note: Software includes 1 administrative plus 2 user license.</b>	INCLUDED
1	3	<b>PIPS-SRVC-MVI;</b> Field Engineering services required for the installation of the PIPS Mobile ALPR system on a traffic vehicle <b>including PAGIS in car and BOSS back office software training.</b> Priced on a per car vehicle basis	\$2,900.00

1      4      **BOSS MAP-MAP Advanced mapping utilizing BING maps –Birds eye, satellite, multiple images**      \$795

**Total Cost    \$18,945.00**

\*\*\*\*\* **OPTIONS** \*\*\*\*\*

1	5	<b>(OPTIONAL) PIPS-SVC-MAINT-Mobile</b> Annual maintenance cost for year #1 and #2 for the PIPS mobile vehicle system <b>plus</b> the PAGIS in car display software.	\$1815.00
1	6	<b>(OPTIONAL) PIPS-SRVC-MAINT-BOSS</b> Annual maintenance cost for year #1 and #2	\$108
		Freight is included at no charge	

**NOTE:**

- 1) Only one copy of PIPS-SW-BOSS PRO System Software and one BOSS-SRVR PIPS server is required to support a combination of one or more mobile and/or fixed mobile systems (up to 1,000 separate ALPR mobile or fixed systems), therefore additional vehicles or fixed cameras will not require items 2 and 3.
- 2) This quote excludes applicable sales tax and is subject to the attached PIPS' standard terms, conditions and warranties.

**Scope of Work:**

Our quote ***includes*** installation. During that time, our system will be installed in your designated vehicles by our installer. After installation, you or the appropriate personnel will receive training on both PAGIS and BOSS by our representative.

Our quote ***includes*** the cost for our Back Office Server Software (BOSS) that can be installed on a department supplied SQL server. During the installation and training, our engineer will install one copy of this software application that is used for mining of all data collected by each mobile LPR system. The initial cost of installing BOSS for your agency can be utilized for all future PIPS mobile installations within your organization. It can also integrate with other local law enforcement agencies, fixed ALPR sites, or with commercial purchasers of our ALPR systems to provide a comprehensive database of vehicle movement within the surrounding areas where PIPS systems have been deployed.

**NOTE 3: This software has a 4GB storage limit (approx. 120,000 license plate reads). If your agency has a full Microsoft Sequel License, BOSS integrates with it and the only limit to data storage would be the amount of server hard disk space available.**

**NOTE 4: The above \$995 BOSS pricing includes 1 administrative plus 2 user license. Additional concurrent user licenses are priced as follow:**

<b>Block of 5</b>	<b>\$2250</b>
<b>Block of 10</b>	<b>\$3500</b>
<b>Block of 25</b>	<b>\$7000</b>



All PIPS equipment hardware and software is covered by a one-year parts and labor warranty. Extended warranty agreements are available for the system after the original one-year warranty expires. These agreements supply the end user with upgrades and improvements to our OCR engine for enhanced plate detection capabilities and software upgrades sold by PIPS Technology, Inc.

<b>Per Mobile Unit Extended Warranty</b>	<b>Unit Cost</b>
2 <sup>nd</sup> Year –Annual Mobile System Warranty Renewal	\$1,815
3 <sup>rd</sup> Year –Annual Mobile System Warranty Renewal	\$2,269
4th Year –Annual Mobile System Warranty Renewal	\$2,723

Please let me know if you have any questions or require any additional information.

Best Regards,

Paul G. King  
MHQ  
401 Elm Street  
Marlborough, MA 01752  
508-573-2648 office  
508-726-6139 cell

AN EXECUTIVE ORDER AMENDING A PREVIOUS ORDER PERTAINING TO  
A POLICY ON THE USE OF CITY VEHICLES AND REPEALING A PREVIOUS  
ORDER PERTAINING TO USE OF SEATS BELTS

AND

AN EXECUTIVE ORDER ESTABLISHING A NEW POLICY ON THE USE OF CITY  
VEHICLES AND OTHER VEHICLES IN THE CONDUCTING CITY BUSINESS  
AND USE OF SEAT BELTS

I, Michael V. O'Brien, by virtue of the authority vested in me as the City Manager of the City of Worcester, do hereby order and direct the following:

That the following order supersedes all prior orders involving the use of City Vehicles and Executive Order #63 concerning the use of seat belts:

§ 1. PURPOSE

This order establishes the policy of the City of Worcester regarding the use of vehicles owned by the City and other vehicles used by City employees in conducting City business and establishes a seat belt policy.

§ 2. POLICY

The City of Worcester provides vehicles to its employees to allow them to perform a variety of tasks to protect the health and safety of the citizens of Worcester and their visitors, and to deliver all manner of City services in a timely, responsible and costs effective way. Vehicles provided to City employees are to be operated in a safe manner in pursuit of the City of Worcester's interests and to facilitate the City employee's job related functions, and are not being provided to meet the individuals' personal needs. This policy applies to all vehicles that are owned or leased by the City of Worcester.

§ 3. RULES

A. City vehicles are only to be used for official City business. No vehicle may be used for personal use. Departments shall take whatever steps are necessary to enforce this directive.

B. No vehicle may be operated by anyone except an authorized City employee.

C. No vehicle may be taken out of The Commonwealth of Massachusetts without the express consent of the City Manager.

D. No employee who is not on call twenty-four hours per day is authorized to take any City-owned motor vehicle home during the work week or on weekends unless authorized by the City Manager.

E. Any department head who is not on call twenty-four hours per day may request permission from the City Manager to take a City vehicle home. Any department head may apply to the City Manager to allow additional deputies and assistants or other employees to take City-owned vehicles home if there is a substantial need to do so. Such permission may be granted for a single day, or for a definite or indefinite period of time.

F. Employees who operate City-owned vehicles will be personally responsible for any moving or parking violations resulting from operation of such a motor vehicle.

G. Bumper or other stickers and signs shall not be allowed on any City-owned vehicle or City-leased vehicle without proper approval of the City Manager. Only bumper or other stickers or signs related to City sponsored programs or events will be allowed.

H. Whenever an extreme public catastrophe or natural disaster, including but not limited to fire, flood, earthquake, hurricane, tornado, heavy snow or ice storm, drought, riot, civil disturbance, release of hazardous materials or oil, terrorists attack, sabotage or other hostile action, results in the proclamation of a state of emergency by the chief administrative and executive officer of the City, or under authority of the same, all motor vehicles and all other mechanical means of transportation, and all equipment related thereto, owned or controlled by the City or any of its departments, boards, commissions and agencies, shall for the duration of the state of emergency be deemed emergency vehicles and shall be under the care, custody and control of the City Manager, who may make them available to the emergency management director. All City employees in possession of such vehicles and equipment shall comply with the directives of the director regarding the use of any such vehicles.

I. In recognition that seat belts are extremely effective in preventing injuries and loss of life and that Massachusetts law requires drivers and passengers in a vehicle to wear seat belts, all employees who operate or are passengers in a City of Worcester vehicle or other vehicles used in the conducting of City business are required to wear seat belts.

J. All employees while operating a City of Worcester vehicle or other vehicle used in the conducting of City business shall stay within the posted speed limits and adhere to all motor vehicle regulations.

§ 4. TAXABLE FRINGE BENEFIT

The personal use of a government-owned vehicle is a taxable fringe benefit. Personal use includes the value of commuting to and from work in a government-owned vehicle, even if the vehicle is taken home for the convenience of the employer. The value of the fringe benefit must be included in wages and is subject to income, social security and Medicare tax withholding.

Employees who are not considered Control employees will have a non cash taxable fringe benefit included in their gross wages in accordance with the Commuting Value Rule in an amount which will be calculated in accordance with IRS Publication 15-B, Employer's Tax Guide to Fringe Benefits.

Control employees who work for a government employer include employees who earn at least the Federal Executive Level V salary. The taxable fringe benefit includible in gross income for Control employees will be calculated in accordance with the Lease Value rule using the table in IRS Publication 15-B, Employer's Tax Guide to Fringe Benefits.

§ 5. ADDITIONAL RULES: The foregoing rules, which all employees are expected to observe at all times, are not intended to be all inclusive of the required discipline, proper standards, or conduct or obligations of employees. The City shall, when it deems it appropriate, establish additional rules, and department heads and supervisors may establish particular rules to govern any employee's conduct as deemed necessary by operational requirements.

§ 6. DISCIPLINE: Any employee violating this policy may be disciplined.

ORDERED at City Hall this 12<sup>th</sup> day of November 2010, by

  
\_\_\_\_\_  
Michael V. O'Brien  
City Manager



GARY J. GEMME  
CHIEF OF POLICE

DEPARTMENT OF POLICE  
CITY OF WORCESTER  
MASSACHUSETTS 01608-1172  
(508) 799-8600



November 28, 2006

**TO:** All Commanding Officers  
**FROM:** Gary J. Gemme, Chief of Police  
**SUBJECT:** SEAT BELT LAW

In compliance with the State Seat Belt Law, all personnel while operating a Worcester Police Department vehicle shall wear seat belts. This also pertains to passengers.

Very truly yours,

Gary J. Gemme  
Chief of Police

Enclosure

GJG:km

cc:	Deputy Fusaro	Deputy Roche	Captain Fleming
	Captain Freeman	Captain Harrington	Captain McGinn
	Captain Needham	Captain Rhieu	Captain Ryder
	Captain Sargent	Captain Saucier	Captain Steele
	Captain Swift		

