AGENDA
Committee on Ways and Means
Friday, November 22, 2019 @ 8:30 a.m.
City Council Conference Room, City Hall 10th Floor

Councilmember Spitzley, Chair
Councilmember Spadafore, Vice Chair
Council Member Dunbar, Member

1. Call to Order

2. Approval of Minutes
   - October 28, 2019

3. Public Comment on Agenda Items

4. Discussion/Action:
   A.) Sole Source Purchase: Economic, Development and Planning Department request for
       InfoTraffic Parking Solution for the purchase of Parking Digital Signage Solutions

5. Other

6. Adjourn
CALL TO ORDER
The meeting was called to order at 5:00 p.m.

ROLL CALL
Council Member Patricia Spitzley, Chair
Council Member Peter Spadafore, Vice Chairperson
Council Member Kathie Dunbar, Member

OTHERS PRESENT
Sherrie Boak, City Council Office Manager
Eric Brewer, Council Internal Auditor
Lisa Hagen, Assistant City Attorney/Council Research Assistant
Anethia Brewer, Court Administrator
Judge Cynthia Ward
Danielle Strouse, Probation Court
William Engler, Lansing Emergency Management
Council Member Washington – left at 5:12 p.m.
Jim Smiertka, City Attorney - arrived at 5:07 p.m.
Joe McClure, LPD
No Finance or Budget Staff present

Minutes
MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM OCTOBER 7, 2019 AS PRESENTED. MOTION CARRIED 3-0.

Public Comment
No public comment

Discussion/Action
Sole Source: Economic Development & Planning Department; Info Traffic Parking Solution; Parking Digital Signage Solutions
Council Member Spitzley acknowledged that Mr. Gamble was not able to attend this meeting.
MOTION BY COUNCIL MEMBER SPADAFORE TO TABLE ANY DISCUSSION ON THE SOLE SOURCE UNTIL THE NEXT COMMITTEE MEETING WHEN MR. GAMBLE CAN BE PRESENT. MOTION CARRIED 3-0.

RESOLUTION-Grant Acceptance– Emergency Management Performance Grant
Mr. Englter outlined for the Committee that the grant is an annual grant with an automatic renewal. The funds come from FEMA and goes towards 39.6% of his position in Emergency Management. This is a performance grant, so the work is performed, and then they submit for reimbursement at the end of the year for the completed items.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FOR THE EMPG GRANT. MOTION CARRIED 3-0.

RESOLUTION - Grant Acceptance– Domestic Violence Court Grant
Ms. Brewer and Judge Ward outlined the grant. It was noted that Judge Ward authored the grant, which was submitted to the Michigan Health and Human Services to fund a domestic violence court. The grant will allow a focus on the second offense, punishable to 1 year in jail and $1,000 fines. Different to the prior domestic violence court grant, this one will allow the court to have a dedicated Probation Officer specific to these cases and a Court Coordinator. Both those positions will be FT contract positions that the two grant will fund. There will be judicial oversight over these second offenders, and the judge will have a domestic violence mentor court to confer with on best practices, judge training and court staff. Lastly, they noted the grant will allow them to be able to provide support for the victims and continued contact to make sure they feel safe.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FOR THE DOMESTIC VIOLENCE COURT GRANT.

Council Member Dunbar asked about the $2,700 City match. Judge Ward noted that the match is equivalent to her salary so there is no “official match”. Council Member Dunbar then asked the term of the grant and the group stated it was a three (3) year grant with two (2) one-year renewals.

Council Member Washington spoke in support of the grant.

MOTION CARRIED 3-0.

RESOLUTION - Grant Acceptance– Sobriety Court Grant
Ms. Brewer acknowledged that the annual grant is lower than in years past, but they have been able to modify it to carry on as expected. Ms. Strouse provided statistics such as since its creation in 2005 they have admitted 196, 176 discharged with 109 of those successful. Currently there are 20 in the program, and in a study from 2012-2016 there were 44 successful completions.

Council Member Dunbar asked what criteria had to be met to be titled “successful completion”. Ms. Strouse noted all the requirements must be met, 90 days sobriety, and all components included in the components included in 2 AA meetings/week, fines and cost, community service requirements, victim impact panel, maintain employment or additional community service, then graduation from the program. All members must be adults.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FOR THE SOBRIETY COURT GRANT. MOTION CARRIED 3-0.
RESOLUTION - Grant Acceptance– Victims of Crime Act (VOCA) Victim Assistance Grant

Mr. McClure informed the Committee that this grant is with Michigan Health and Human Services to provide local service to victims of intimate partner violence. It provides education, assess victims of further risk or injury, personal safety planning, arranges for safe shelter, advocacy with the courts, victim’s rights training, and transportation.

Council Member Dunbar asked Mr. McClure if this was connected to the grant they just approved for the Courts- Domestic Violence Court grant, and he acknowledged that he was not even aware of that one until this meeting. He continued with outlining the grant noting this grant has in-kind civilian volunteers.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE OF THE VOCA VICTIM ASSISTANCE GRANT. MOTION CARRIED 3-0.

OTHER
Council Staff was asked to invite Mr. Gamble to the next meeting for the Sole Source agenda item.

Mr. Brewer offered no comments on any of the agenda items.

ADJOURN
Adjourn at 5:20 p.m.
Submitted by,
Sherrie Boak, Council Office Manager
Lansing City Council
Approved by the Committee on________________
TO: Andy Schor, Mayor
FROM: Stephanie Robinson CPPB, Senior Buyer
DATE: September 24, 2019
SUBJECT: Sole Source Purchase – Infotraffic Parking Solution

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Parking Services Office
Vendor: Infotraffic Parking Solution
Item Purchased: Parking Digital Signage Solutions
Dollar Amount: $38,000 (July 1, 2019 thru June 30, 2020)

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).
CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
    Samantha Harkins, Deputy Mayor
FROM: Stephanie Robinson, CPPB, Senior Buyer
DATE: September 10, 2019
SUBJECT: Sole Source – InfoTraffic Parking Solutions

The Department of Economic Development and Planning, Parking Services Office requests that InfoTraffic be designated as a Sole Source vendor for the purchase of all hardware and software dealing with the purchase of Parking Digital Signage Solutions.

Please see the attached letter from Chad Gamble and Brian McGrain regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to InfoTraffic, in the amount of $38,000 per the request of the Parking Services Office.

Attachment

Date: 9/10/19
Approved ☑ Denied ___

Andy Schor, Mayor
MEMORANDUM

To: Stephanie Robinson, Buyer - Purchasing

From: Chad A. Gamble, P.E., Parking Manager

Subject: Request for Sole source Procurement for Infotraffic Parking Solutions - Parking Digital Signage Solutions

Date: September 5, 2019

Please let this memo serve as a request for the issuance of a sole source purchase order for procurement for the Parking Services Office (PSO) for all hardware and software solutions dealing with the digital dynamic entry signage issued to Infotraffic Parking Solutions (Infotraffic).

As has been previously communicated, the Parking System is undergoing a transformation of all of its computer programs, applications and infrastructure. One significant piece of this is the signage that we use to communicate to our customers. This involves new opportunities for on-street and in-ramp solutions. In this new age of dynamic signage possibilities it was important for the Parking Team that we have the capability of using our new signage to communicate real time information to our customers including but not limited to:

• Welcoming large or small groups to our ramps utilizing their logos or dynamic text scrolling capabilities on a sign visible from the street.
• Providing important fee information that change from year to year.
• Announce important change of access issues that may be occurring and/or changing from day to day.
• Inform people of particularly busy days coming up so they can allow for more time exiting and entering the ramp.
• Reminding permit parkers to renew and or pay their monthly fees.
• The possibilities of advertisement to offset system cost.
• And many more options.

In researching the ability for a company to have LCD screen capabilities that dynamically communicates and integrates with our Parking Access and Revenue Collection System (PARCS) equipment manufactured by TIBA and provide real time information graphically, we found only Infotraffic has the ability to do it.

We have been negotiating price, confirming computer API integrations, and coordinating installation details with the main sign installer for over a year and are excited that this process is now complete. We have also attended several national expos for parking equipment related to
Sole Source Request Memo for Infotraffic Parking Solutions
September 5, 2019
Page -2-

this but have yet to find any that are equal to and or have a track record of deployments equal to
that of Infotraffic.

Please find attached additional sole source information from Infotraffic as well as the official
quote for the material for the North Grand Ramp. This technology will also be used for dynamic
signage in other assets in our system so as to limit the software/hardware that we are charged
with maintaining and updating regularly. The attached quote is only for the North Grand Ramp.
The other ramps will be added accordingly when they receive major infrastructure improvements
in the next year or two. We are requesting also that this sole source memo serve as the approval
for additional installations when we perform the extreme makeover of that particular asset within
the next few years. The pricing provided by Infotraffic has discounts associated with multiple
installations.

Therefore, I recommend that a sole source be issued to Infotraffic Parking Solutions for the
aforementioned purposes. The current fiscal year's encumbrance is detailed below.

Equipment: 585.453641.977000.00000  $38,000

Approved: [Signature] Date: 9/9/19
Brian McGrain, Director, Economic Growth and Planning Department
CITY OF LANSING
124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

TO: INFOTRAFFIC INC
185 ALEWIFE BROOK PARKWAY SUITE 210
CAMBRIDGE, MA 02138

PHONE# FAX#

DELIVER ITEMS TO:
PLANNING NEIGHBORHOOD DEV PARKING OFFICE
219 N GRAND AVE
LANSING, MI 48933

SEND INVOICE TO:
PLANNING NEIGHBORHOOD DEV PARKING O
219 N GRAND AVE
LANSING, MI 48933

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<td>37,681</td>
<td>LS</td>
<td>1.00</td>
<td>37,681.00</td>
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<tr>
<td></td>
<td>MATERIAL &amp; INSTALLATION COST $33,756.00</td>
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THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

TAX 0.00

TOTAL 37,681.00

AUTHORIZED SIGNATURE

Federal Tax ID: 38-6006872
Stephanie Robinson

From: Gamble, Chad <Chad.Gamble@lansingmi.gov>
Sent: Monday, September 9, 2019 3:56 PM
To: Stephanie Robinson
Cc: Wyatt, Susan; Shell, Traci
Subject: RE: Sole source memo for Infotraffic Solutions.

[EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

- ITD

Stephanie,

The RFP would have resulted in only one vendor. I have been researching this for over a year and attending three national conferences and this is the only one that can do this. We have had several meetings with TIBA making sure the API integration works well between the equipment and the other software it must communicate with. The quote for the grand would be a cafeteria plan to be used for the future purchase of more equipment for the South and North Capitol Ramps. The only other quotes that I have are in a series of email back a ways. That is why I included the language that I did so we didn’t run into another “TIBA” situation.

IT and property management have been briefed along the way. More so IT. PM has a copy of the construction plans and we reviewed with them the entry equipment and marquee location.

Please let me know if you have any other questions.

---

Chad A. Gamble, P.E.
Parking Manager
City of Lansing, Department of Economic Development and Planning
Parking Services Office
219 North Grand Avenue | Lansing, MI 48933
O: 517-483-6621 | F: 517-483-4395 | E: chad.gamble@lansingmi.gov
Website | Facebook | Twitter | Instagram

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From: Stephanie Robinson <Stephanie.Robinson@LBWL.COM>
Sent: Monday, September 9, 2019 3:15 PM
To: Gamble, Chad <Chad.Gamble@lansingmi.gov>
Cc: Wyatt, Susan <Susan.Wyatt@lansingmi.gov>; Shell, Traci <Traci.Shell@lansingmi.gov>
Subject: [EXTERNAL] RE: Sole source memo for Infotraffic Solutions.

Question: Why didn’t we issue a RFI for this type of Signage?
Was IT been involved with this process or Property Mgt?
Another question is that it is mentioned that this will be used at the other ramps; is there a cost proposal for the whole project since this vendor will have discounts for multiple installations...

Thank you,

Stephanie Robinson CPPB
Buyer - Purchasing
City of Lansing/Lansing Board of Water and Light
1110 S Pennsylvania Lansing MI 48912
O: 517-702-6197 F: 517-702-6042 E:stephanie.robinson@lbwl.com

From: Powell, Mary Jo <MaryJo.Powell@lansingmi.gov>
Sent: Monday, September 9, 2019 3:04 PM
To: Chad Gamble <chad.gamble@lansingmi.gov>; Stephanie Robinson <Stephanie.Robinson@LBWL.COM>
Cc: Wyatt, Susan <Susan.Wyatt@lansingmi.gov>; Shell, Traci <Traci.Shell@lansingmi.gov>
Subject: RE: Sole source memo for Infotraffic Solutions.

EXTERNAL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Chad and Stephanie,

Attached is the signed memo regarding the sole source procurement for Infotraffic Parking Solutions.

Mary Jo

From: Gamble, Chad <Chad.Gamble@lansingmi.gov>
Sent: Thursday, September 05, 2019 8:29 AM
To: McGrain, Brian <Brian.McGrain@lansingmi.gov>
Cc: Powell, Mary Jo <MaryJo.Powell@lansingmi.gov>; Wyatt, Susan <Susan.Wyatt@lansingmi.gov>; Shell, Traci <Traci.Shell@lansingmi.gov>
Subject: Sole source memo for Infotraffic Solutions.
Importance: High

Please find attached a sole source memo for the above mentioned company.

Please see me if you have any questions regarding my request. Please forward to Stephanie after you have signed it and cc me or please call me asap as the long design process is complete and we are in the starting blocks.

Chad A. Gamble, P.E.
Parking Manager
City of Lansing, Department of Economic Development and Planning
Parking Services Office
219 North Grand Avenue | Lansing, MI 48933
O: 517-483-6621 | F: 517-483-4395 | E: chad.gamble@lansingmi.gov
Website | Facebook | Twitter | Instagram
Prerequisites & Technical Information

Parking Facilities

How Infotraffic System TV Works

- Infotraffic System TV is based on a lightweight player with remote intelligence.
- The player (display station) is connected to your local network and simply requires an Internet connection, either http or https.
- The remote intelligence (Infotraffic servers) is a Web service managed, hosted and maintained by Infotraffic.
- The display station is configured by Infotraffic and delivered ready-to-use (additional software not necessary).
- Downloading data files and pictures (TXT, HTML, PNG, GIF) is done by port 80 on Infotraffic servers.
- The player periodically checks our servers for modifications to display and broadcasts them. Each new file is downloaded and stored on the player.
- The remote player (user interface) is executed by a web service (http or https) and is accessible through a web browser (Internet Explorer, Edge, Google Chrome, Safari, Firefox).
- All the data (files, presentations, display schedules) is stored and saved on our servers.
- The display station is based on Linux system.

Electrical and Network Prerequisites

- Our equipment requires dedicated high voltage electric power (with a 30mA 16A protection) and a low voltage network cable with one open port per machine.
- IP address requirement: gateway, mask, and DNS or DHCP.
- If a proxy is used, please share its credentials with the Infotraffic team: login, password, address, port.

Infotraffic Domain Access

For the hosting, our domain infotraffic.com requires a filter or the following subdomains:

tvsystem.infotraffic.com (authentication portal)
medias.tvsystem.infotraffic.com (media access)
websystem.infotraffic.com (data access)
direct.version.infotraffic.com (display system update)
traffic.tvsystem.infotraffic.com (road traffic map)

These IP addresses can be modified at any time.

Daily Player Requests

- Our equipment sends an average of 6,000 requests per day per piece of equipment.
- The weight of these requests is 3.06MB.
- The weight may vary depending on the real time data stream (road traffic, public transportation, weather forecasts).
Sole Source Provider Justification

Infotraffic has 15 years of experience in real-time data and digital signage and over 3 years of experience in dynamic pricing for the parking industry, with a global reach of partners in the United States, Canada, England, France, Germany, Spain, and Switzerland.

We specialize in digital displays of real-time data for all types of transit and mobility information, including parking rates and car counts. Our parking solution allows for automated programming of parking rates to help operators and owners optimize occupancy and revenue, as well as provide enhanced communication with customers.

Infotraffic's Parking Solution was specifically designed for the parking industry with parking professionals in mind.

Our unique ability to meet the technical requirements of an integration with PARCS sets us apart from other digital signage providers. Infotraffic's administration platform was built to streamline operations for parking operators, providing access to online monitoring of signage via desktop or mobile device. The system has been customized to upload rate grids that are capable of being displayed despite a possible internet shutdown.

Infotraffic's hardware is robust, designed for parking facilities and cost effective. The system is able to run 24/7, indoor or outdoor, and is equipped with an anti-theft locking mechanism and all necessary cooling and heating ventilation.

- **Optimize revenue and occupancy**
  Infotraffic is all about collaboration! Our software is able to integrate with your revenue control system and Business Intelligence tool to ensure optimized use of your facility

- **Increased comfort and time savings**
  No more windmasters and reprinting! Change and display parking rates clearly with a sleek digital signage solution

- **Easy to use**
  Easily program and automate rate changes for your property with Infotraffic's online rate calendar and management platform

- **Communicate with your customers for an enhanced parking experience**
  Create banners and messaging for daily specials, event rates and other services offered at your facility

- **Web-based monitoring and maintenance**
  Remotely access your digital content and monitor all of your Infotraffic signage solutions simultaneously
City of Lansing  
Department of Economic Development and Planning  
Parking Services Office  
219 North Grand Avenue  
Lansing, MI 48933  

Attention to: Chad Gamble  

Infotraffic Inc. Project 190502B  

August 26, 2019  

Infotraffic Parking Display Solution  
North Ramp Garage  
City of Lansing, Michigan  

Dear Chad,  

Below please find a detailed proposal and cost estimate for Infotraffic’s digital signage project at the North Ramp Garage.  

This Infotraffic Parking Solution offer includes a description and price list for the materials, installation, configuration and subscription. The materials described are compatible with Infotraffic’s online platform that will allow you to manage rates for automatic display.  

We suggest three 49" indoor totems for the display of rates and other messaging streams at the entrance lanes of the garage.  

Included in this proposal are technical requirements to give you an idea of the cabling and electrical necessities. Infotraffic is not responsible for providing the internet and power cabling.  

As for next steps, we would be happy to schedule some time to validate a project timeline and installation start date.  

Please do not hesitate to reach out to our team should you need any further details.  

We look forward to working with you on this exciting project!  


Jérôme Lefevre  
CEO  

Infotraffic Inc, One Broadway 14th Floor, Cambridge, MA, 02142
Project Details

The City of Lansing is interested in implementing digital rate and message boards at its West Short Street garage and requested information about Infotraffic’s dynamic signage solution.

Infotraffic specializes in digital displays of real-time data for all types of transit and mobility information, including parking rates and car counts.

Our parking solution allows for automated programming of parking rates to help operators and owners optimize occupancy and revenue, as well as provide enhanced communication with customers.

Infotraffic will provide the hardware, software, installation and remote maintenance of devices related to the price management project.

- **Three (3) 49” indoor standing screens (totems):** includes professional digital monitor, indoor protective case, and mounting fixtures.

- **Two (2) 55” outdoor screens** LG 55XE4F-B that will be integrated and installed by Universal Sign Systems Inc. in the marquee sign.

- **Five (5) software players,** as well as their respective initialisation and set-up.

- The creation of **widgets** respective to your brand guidelines, enabling various customized displays.

- The development of an **online platform** used to manage and automate rates: this portal will enable your parking facility to adjust its prices based on unique demands and timing, which Infotraffic will then automate.

- The provision of an **online user interface** for the management and creation of content. Interface also includes device monitoring.

- **Installation of the devices** (except for screens integrated and installed by Universal Sign Systems Inc.)

- **Remote Maintenance:** support and assistance via telephone available 24/7

- **Optional On-site Maintenance:** on-site support within 72 business hours.
Suggested Materials

**Indoor 49" totem with digital monitor, protective enclosure**
- Full HD Resolution Professional Monitor: 1920x1080, 450 cd/m2, 2-year warranty
- IP30 Protective Case, Steel structure, Tempered glass, Anti-theft protection, Mounting materials, Convection cooling

**Full outdoor 55" professional monitor LG 55XE4F-B**
4000cd IP 56 imported from France that will be integrated and installed by Universal Sign Systems Inc. in the marquee sign.
Installation Information

Installations of the 2 screens will be performed by Universal Sign Systems Inc. in the marquee sign.

Installations of the 3 totems will be performed by Infotrafic's technical team.

In order to respect project deadlines, communication and cooperation between entities is necessary to accomplish the following:

- Determine installation schedules during which both teams are available to participate,
- Preemptively define locations for network and electrical connections,
- And block off work zone during installation.

Electrical & Network Prerequisites

Network Connection
A permanent and reliable Internet connection is required to update content regularly, however it is not necessary for the connection to be dedicated solely to this application. RJ45 outlet from a CAT6 cable granting access to the network is required in close proximity to the screen and totems.

IPv4 address requirement: gateway, mask, and DNS or DHCP. If a proxy is used, please share its credentials with the Infotrafic team: login, password, address, port.

In terms of network type, an IP address will be attributed. Solely the use of port 80 is used (if firewall present).

Electrical Connection
Our equipment requires high voltage electric power (ideally with a dedicated circuit breaker) and a low voltage network cable with open port per machine.

AC power must be in place prior to installation in close proximity to screen and totems. Cable 3G2.5, differential breaker 30mA 16A dedicated to installed devices (screen and totem); to be determined with electrical grid.

This proposal does not include the potential need for a cement fill-in and subsequent cabling if totem is installed on an incline.
### Platform Development City of Lansing

**Development & Design Costs**
- Development: initial set-up, system programming, systems integration
- Project Management
- Analysis of briefing and brand guidelines
- Content design and creation of mock-ups

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<th>Description</th>
<th>Unit Price</th>
<th>Qty</th>
<th>TOTAL</th>
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<tr>
<td>Totem LCD 49&quot; 450cd/m² with protective indoor case, includes delivery and installation (excludes cabling)</td>
<td>$5,990</td>
<td>3</td>
<td>$17,970</td>
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<tr>
<td>Outdoor 55&quot; professional monitor LG 55XE4F-B (excludes cabling and installation)</td>
<td>$7,223</td>
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<td>$14,446</td>
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<tr>
<td>LG 55XE4F-B shipping</td>
<td>$1,340</td>
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<td>$1,340</td>
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<td><strong>Total Development &amp; Design</strong></td>
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<td><strong>$33,756</strong></td>
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### North Ramp Garage

**Material & Installation Costs**

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### Monthly Subscription

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<td>24/7 data stream, display software, hosting platform for display management, remote maintenance</td>
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<tr>
<td>1st Media Player 49&quot;</td>
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<td>5% discount (&gt;= 5 players)</td>
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<td>On-site support within 72 business hours</td>
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### Optional Tiba connection for occupancy

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<th>Description</th>
<th>Unit Price</th>
<th>Qty</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set-up fee (identical rebilling of fees billed by Tiba)</td>
<td>$750</td>
<td>1</td>
<td><strong>$750</strong></td>
</tr>
<tr>
<td>Monthly fee (identical rebilling of fees billed by Tiba)</td>
<td>$25</td>
<td>3</td>
<td><strong>$75</strong></td>
</tr>
</tbody>
</table>
Terms of Sale

Delivery Period: 6-8 weeks after signed proposal and deposit are received.
Installation Period: 10 weeks after signed proposal and deposit are received.

- All costs are listed pre-tax.
- Deposit due upon proposal signing: **40% of total material costs.**
- Subscription duration is a **12-month minimum** starting on date of installation.
- Monthly subscription payable in advance.
- Payment due within 30 days of receipt of invoice.
- Agreement stipulates that additional Development & Design costs will not be charged when installation of signage occurs at other sites.
- Infotraffic will offer a 5% discount on the monthly subscription of each screen when 5 or more screens are installed.
- Infotraffic will offer a 10% discount on material costs when 5 or more screens are installed.

Acceptance of Proposal 190502B
North Ramp Garage
219 North Grand Avenue
Lansing, MI

As the authorized representative for the City of Lansing, I agree to and accept the terms and conditions of proposal 190502B, including deposit and milestone payments as detailed above.

Name: ________________________________

Signature: ____________________________

Date: ________________________________