



Invitation To Quote Prices

Date: **3/22/2021**
Quote #: **21-OB13127**

Please quote and insert below prices on the following items. Prices quoted are not to include Federal Tax or State Sales Tax. All items are to be new as specified; no substitutions are permitted.

Responses can be emailed to **jachapa@dps.ohio.gov**. If mailed, please return to Ohio Department of Public Safety, Attn: Purchasing, 1970 West Broad Street, Columbus, Ohio 43223. Responses must be received no later than: **Monday, April 05, 2021, 4:00 PM.**

Vendor Information	Please check ONE of the following:
OAKS ID: Name: Address: Contact: Phone: Fax: Email:	<input type="checkbox"/> Shipped F.O.B. Prepaid Destination <input type="checkbox"/> Shipped F.O.B. Prepaid and added to invoice *If one of the above is not checked, shipments will be considered prepaid destination. By signing this quote, vendors agree to these shipping terms. No collect shipments will be accepted.

Item	Quantity	Unit	Description	Unit Cost	Total Amount
1	1.00	AMT	2021 Ohio School Safety Summit - Virtual Conference Provider - See Attached Scope of Work for Requirements and Qualifications	\$	\$

Quote MUST include estimated shipping charges, if applicable. Cannot be assessed at a later time.
Quote MUST be valid for a minimum of 30 days.
Delivery will be _____ days after receiving order.

Terms of Payment: Net 30 ARO
Invoice is to be submitted in QUADRUPPLICATE

For additional information, contact:
Jarrold Chapa
jachapa@dps.ohio.gov
Phone: (614) 752-0429

NOTE: This purchase may be made with and/or paid with a state of Ohio Visa payment card. If credit card payment fees apply it must be reflected on your quotation. If applicable fees are not noted they will not be approved or paid at the time of invoice. If you do not accept credit cards, please clearly note on this form before returning to ODPS Procurement Services.

THIS IS NOT AN ORDER TO DELIVER and the Department assumes no obligation to purchase by requesting prices. It is the option of the Ohio Department of Public Safety to purchase only selected items from this quote. No quantity will be changed without prior consent of the vendor. If a cost break occurs at a higher quantity for a certain item, please provide a separate quote.

By _____ (614) 588-0248 / (614) 588-0272 _____
(Title, Name) Signature Phone / Fax Date

BY SUBMITTING THIS QUOTE, THE VENDOR AGREES TO BE BOUND BY THESE OHIO DEPARTMENT OF PUBLIC SAFETY TERMS AND CONDITIONS. ALL OTHER TERMS AND CONDITIONS ARE HEREBY REJECTED. IN THE EVENT THE VENDOR HAS ACCEPTED TERMS AND CONDITIONS WITH THE OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES, THOSE TERMS WILL SUPERSEDE THESE TERMS AND APPLY TO THIS PURCHASE.

SUBMISSION OF INVOICES: The Vendor will not submit more than one invoice for work performed within a 30 day period. Invoices must be prepared in accordance with Ohio Revised Code (R.C.) Section 125.01 and submitted to the address indicated on the contract. The State of Ohio is exempt from all state and local taxes and does not agree to pay any taxes. ODPS will make payment to the Vendor within thirty (30) days of receipt of an acceptable invoice.

AVAILABILITY OF FUNDS: The obligations of ODPS under this Agreement are subject to the determination by the Director of Budget and Management that sufficient funds have been appropriated by the General Assembly to ODPS for the purposes of this Agreement and to the certification of the availability of such funds by the Director as required by R.C. Section 126.07. ODPS may suspend or terminate this Agreement if the General Assembly fails to appropriate funds or if federal grant funds are not available for any part of the work under this Agreement.

AUDITOR RECOVERY FINDING – O.R.C. Section 9.24: The Vendor affirmatively represents and warrants to ODPS that the Vendor is not subject to a finding for recovery under O.R.C. Section 9.24, or that the Vendor has taken the appropriate remedial steps required under O.R.C. Section 9.24, or otherwise qualifies under that section. The Vendor agrees that if this representation and warranty is false, the Agreement shall be void ab initio as between the parties to this Agreement, and any funds paid by ODPS hereunder shall be immediately repaid to ODPS, or an action for recovery may be immediately commenced by ODPS for recovery of said funds.

DEBARMENT: The Vendor warrants that it is not currently subject to a finding by the Ohio Department of Administrative Services debaring the Vendor from consideration for contract awards, and that Vendor does not currently appear on any federal or State of Ohio debarment list. In the event that, during the course of this Agreement, the Vendor is debarred from consideration for the contract awards by the Ohio Department of Administrative Services, or otherwise appears on any federal or State of Ohio debarment list, then ODPS may terminate this Agreement immediately.

WORKERS' COMPENSATION AND OTHER BENEFITS: The Vendor and its employees shall be covered by workers' compensation coverage purchased and maintained by the Vendor. In addition, the Vendor should ensure that any subcontractors maintain workers' compensation insurance at all times during the term of this Agreement. Any workers' compensation claims filed by the Vendor, or its employees or subcontractors, as a result of work performed under this Agreement is not covered under ODPS's workers' compensation insurance. The Vendor is not entitled to any State employment benefits, including, but not limited to the Public Employees Retirement System of Ohio, for work performed under this Agreement. The Vendor acknowledges and agrees any individual providing personal services under this Agreement is not a public employee for purposes of Chapter 145 of the Revised Code.

DRUG FREE WORKPLACE: The Vendor certifies that to the best of his / her ability, all of his / her employees will not purchase, transfer, use, or possess illegal drugs or alcohol or abuse prescription drugs in any way while working on state property. Failure to comply may result in IMMEDIATE termination of this Agreement.

EQUAL OPPORTUNITY REQUIREMENTS: The Vendor, and any of its subcontractors, shall comply with the requirements under O.R.C. Section 125.111. The Vendor, and any of its subcontractors, shall not discriminate against anyone because of race, color, religion, sex, age, disability, national origin, ancestry, or military status. The Vendor certifies that both the Vendor and any of its subcontractors are in compliance with all applicable federal and state laws, as well as rules and regulations governing fair labor and employment practices. ODPS encourages both the Vendor and any of its subcontractors to purchase goods and services from certified Minority Business Enterprise (MBE) and Encouraging Diversity Growth and Equity (EDGE) vendors.

ETHICS AND CONFLICT OF INTEREST: Vendor agrees to abide by all provisions of the Ohio Ethic's Law, including O.R.C. 102.02, O.R.C. 102.03, O.R.C. 102.04 and O.R.C. 2921.42. The Vendor shall not have any interest, direct or indirect, which is incompatible or in conflict with the carrying out of the terms of this Agreement.

CAMPAIGN CONTRIBUTIONS: The Vendor hereby certifies that all applicable parties listed in Division (I) or (J) of O.R.C. Section 3517.13 are in full compliance with Divisions (I) and (J) of O.R.C. Section 3517.13.

EXECUTIVE ORDER 2019-12D, BANNING THE EXPENDITURE OF PUBLIC FUNDS FOR OFFSHORE SERVICES: The Vendor affirms to have read and understands Executive Order 2019 12D and shall abide by those requirements in the performance of this Contract, and shall perform no services required under this Contract outside of the United States. If the Vendor is providing services under this Agreement, the Vendor will: 1) Perform the services at the location directed in the State of Ohio Purchase Order; 2) Maintain any State of Ohio data within the United States; 3) Notify ODPS in the event that services are not performed at the location directed in the State of Ohio Purchase Order

prior to the shift in location; and 4) Notify ODPS if the principal location of any services being providing will be outside the United States. Vendor understands and agrees that it is responsible for notifying ODPS of any change in circumstance contemplated by this section during the course of providing services to ODPS.

OPEN TRADE: Pursuant to O.R.C. 9.76 (B), Vendor warrants that vendor is not boycotting any jurisdiction with whom the State of Ohio can enjoy open trade, including Israel, and will not do so during the term of this Agreement.

RESPONSIBILITY FOR CLAIMS: The Vendor agrees to indemnify and hold ODPS harmless from any and all claims resulting from the fault or negligence of the Vendor and from claims for wages or overtime compensation due its employees in rendering services under this Agreement, including payment of all costs in defense of any claim made under the Fair Labor Standards Act or any other federal or state law. In no event shall either party be liable to the other party for indirect, consequential, incidental, special, or punitive damages, or lost profits.

OWNERSHIP: Any and all written, electronic, or multimedia documents, presentations, reports, studies, deliverables, and / or software created specifically for ODPS (hereinafter referred to under this Section as "Deliverables") shall become the property of ODPS. ODPS shall have an unrestricted right to reproduce, distribute, modify, maintain, and use the Deliverables. The Vendor shall not obtain copyright, patent, or other proprietary protection for the Deliverables without the written approval of ODPS, except that the Vendor shall reserve its rights in all methods, pre-existing work, software, and data used to prepare the Deliverables. The Vendor shall not include in any Deliverables any copyrighted matter, unless the copyright owner gives prior written approval to use such copyrighted matter in the manner provided under this Agreement. The Vendor agrees that all Deliverables may be made freely available to the general public to the extent required by law. This Section shall survive the termination of this Agreement and may be enforced by ODPS in any court of competent jurisdiction.

GOVERNING CLAUSE: This Agreement and any claims arising out of this Agreement shall be governed by the laws of the State of Ohio. If any provision under this Agreement is later determined to be invalid or unenforceable, the remainder of this Agreement shall not be affected by such determination.

SUSPENSION AND TERMINATION: The Vendor or ODPS may suspend or terminate this Agreement, with or without cause, by providing thirty (30) days written notice to the other party. Any violations or breach of the terms stated herein, by the Vendor, shall provide ODPS with the option of canceling this Agreement in its entirety, or withholding payment until such time as the violation or breach is remedied. Such option shall in no way limit or exclude any other remedies available to ODPS. If either party fails to perform any of the requirements of this Agreement, or is in violation of a specific provision of this Agreement, then the non-breaching party may suspend or terminate this Agreement if the breaching party fails to cure its non-performance or violation within ten (10) business days following delivery of written notice of the breach. In the case of late payment by ODPS, however, the Vendor may not suspend or terminate this Agreement unless the payment is more than sixty (60) days past due, and O.R.C. Section 126.30 shall apply. If this Agreement is suspended or terminated, the Vendor shall cease work on the suspended or terminated activities, suspend or terminate all subcontractors relating to the suspended or terminated activities, take all necessary or appropriate steps to limit disbursement and minimize cost, and, if requested by ODPS, furnish a report describing the status of all work under this Agreement, including results and conclusions accomplished, and such other matters as ODPS may require. Regardless of which party terminates the Agreement, any payments made by ODPS in which services have not been rendered by the Vendor shall be prorated and returned to ODPS. Such payment(s) must be sent to ODPS within thirty (30) days of the date on which the Vendor either receives notice of termination or suspension or sends notice of suspension or termination, whichever is applicable. ODPS shall not be liable for any further claims.

BACKGROUND CHECK: A routine background check, at ODPS expense, may be performed on the Vendor for assignment to this Agreement. The Vendor may be required to complete a "Background Information Form" furnished by ODPS. Failure to pass the background check will result in immediate dismissal.

ANTITRUST ASSIGNMENT: The Vendor assigns to ODPS all State and Federal antitrust claims and causes of action that relate to all goods and services provided for in this Agreement. Additionally, the State of Ohio will not pay excess charges resulting from antitrust violations by the Vendor's suppliers and subcontractors.

RECORD KEEPING: During the performance of this Agreement and for a period of three (3) years after its completion, the Vendor shall maintain auditable records of all charges pertaining to this Agreement and shall make such records available to ODPS, upon request and at such times as are commercially reasonable.

FORCE MAJEURE: If the State or Vendor is unable to perform any part of its obligations under this Agreement by reason of force majeure, the party will be excused from its obligations, to the extent that its performance is prevented by force majeure, for the duration of the event. The party must remedy with all reasonable dispatch the cause preventing it from carrying out its obligations under this Agreement. The term "force majeure" means without limitation: acts of God, such as epidemics, lightning, earthquakes, fires, storms, hurricanes, tornadoes, floods, washouts, droughts, any other severe weather, or explosions; restraint of government and people; war; strikes; and

other like events or any other cause that could be not reasonably foreseen in the exercise of ordinary care, and that is beyond the reasonable control of the party.

CHANGE OR MODIFICATION: This Agreement constitutes the entire agreement between the parties on the subject matter of this Agreement. This Agreement supersedes all prior agreements, understandings, or representations, whether oral or written, concerning the subject matter of this Agreement, unless services or goods are provided under the terms and conditions agreed upon by the Vendor and the Ohio Department of Administrative Services, in which those terms will apply. Any changes or modifications of this Agreement shall be made and agreed to in writing. The provisions outlined in these Terms and Conditions shall take priority over any inconsistent or conflicting provisions included in the Vendor's offer or quote, or any other provisions applicable to or incorporated into this Agreement.

Ohio School Safety Center – Virtual Ohio School Safety Summit Conference Provider Scope of Work (SOW)

Purpose:

Ohio Governor Mike DeWine signed Executive Order 2019-21D on August 21, 2019, establishing the Ohio School Safety Center (OSSC) within the Ohio Department of Public Safety's division of Homeland Security. This executive order also directed the OSSC to host an annual School Safety Summit. The Ohio School Safety Summit will be hosted by the Ohio School Safety Center. This scope of work will be used to identify a virtual conference provider to host the event.

The funding source for this contract will be the 2019 BJA STOP School Violence Grant.

Location:

Due to the COVID-19 pandemic, the 2021 Ohio School Safety Summit will be virtual. The event will take place on an all-inclusive virtual conference platform.

Summit Summary:

The Ohio School Safety Summit will provide an opportunity for diverse school safety, public safety, and mental health professionals to share best practices, trainings, and resources to schools and community leaders across the state. Conference presentations will include experts in each of the following critical areas: physical security, mental health, school climate, critical incident response, suicide prevention and threat assessment. During the conference, OSSC staff will also provide assistance to schools with statutorily required emergency management plan compliance, and state agency partners will provide information on funding opportunities.

The Summit target audience includes educators, transportation advisors, school administrators, school resource officers, first responders, mental health professionals, state agency partners, and other school safety and security professionals. Other participants may include school safety vendors and exhibitors, local government staff, elected officials, out of state school safety professionals, students, and community members.

The anticipated attendance for the conference was calculated by looking at the number of professionals in each of the target audience organizations, attendance at partner organization conferences, as well as reviewing comparable conference attendance from out of state school safety conferences. In 2020, during the first two weeks of registration for the 2020 School Safety Summit, 895 people registered before the event was cancelled due to the pandemic. We anticipate that we will see roughly the same interest in 2021 and potentially an increase in participation due to the virtual format and not needing to travel.

The 2021 Summit is tentatively scheduled for August 4-6, 2021.

Requirements for the Virtual Conference Provider:

The virtual conference provider will need to have the following capabilities and be all-inclusive:

- Virtual conference platform;
- Vendor hosted platform for registration for attendees, hosts, and presenters;
- Ability for the system to send calendar invites to participants for sessions selected;
- Capacity for 4,000-5,000 virtual attendees at any given time;
- 1 breakout room daily for keynote speakers that can hold up to 1,000 virtual attendees;
- Up to 6 breakout rooms operating concurrently with up to 500 virtual attendees each for up to 4 times each day;
- Features to enable conference participants to chat in breakout rooms, 1-1 chat, and group chats;
- Features to enable contact information or audience profiles or virtual business cards (optional LinkedIn integration), and contact requests among users;
- Customization of the platform to include OSSC and event branding;
- Live recording of events that stay archived on the platform for the duration of the event;
- Event platform will need the ability to stay open for registration and recorded content accessible for up to 90 days (on-demand);
- Features to enable polling, surveys, and ratings of presentations during and after scheduled events;
- Capable of streaming live sessions with live audience reactions and Q&A;
- Ability for one-way video for breakout sessions and two way video for chats;
- Capable of displaying and/or scheduling pre-recorded videos;
- Virtual home page/lobby area with static content that can be customized by the event host;
- Technical support for participants before and during the event;
- Technical support for event host before, during and after the event;
- Ability to download recorded sessions by event host; and
- Features to provide event host with data analytics on registration, attendance, feedback, and use of the platform features.

In accordance with security requirements the vendor shall:

- Actively monitor applicable industry resources (e.g. www.cert.org, www.cert.org pertinent software vendor mailing lists and websites) for timely notification of applicable security alerts
- Scan externally-facing Information technology Resources with applicable industry standard security vulnerability scanning software (including, but not limited to, network, server, and application scanning tools) at least monthly.
- Scan internal Information Technology Resources with applicable industry standard security vulnerability scanning software (including, but not limited to, network, server, application and database scanning tools) at least monthly.
- Have, and use, a documented process to remediate security vulnerabilities including but not limited to those discovered through industry publications, vulnerability scanning, virus scanning, and the review of security logs, and apply appropriate security patches promptly with respect to the probability that such vulnerability can be, or is in the process of being exploited.
- Ensure that all of Vendor's networks and Information Technology Resources are located in the US within a secure physical facilities with access limited and restricted to authorized individuals only.
- Have current antivirus installed and running to scan uploaded files for malware.
- Provide ODPS with regular status updates on any actual or suspected unauthorized intrusion or other security violation.

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OFFEROR PRIOR PROJECT FORM

Customer Company Name:	Contact:	
Address:	Phone Number:	
	E-mail:	
Project Name:	Beginning Date of Project (Month/Year):	Ending Date of Project (Month/Year):
<p>The Offeror must document previous experience and expertise in providing a minimum of two (2) previous projects working, similar in size and complexity, in the previous five (5) years. These projects must be of similar size, scope and nature. Details of the similarities must be included. The Offeror must use these forms and fill them out completely to provide the Offeror requirement information. Failure to recreate the form accurately to include all fields, may lead to the rejection of the Offeror's Proposal.</p>		

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Project Name:	Beginning Date of Project (Month/Year):	Ending Date of Project (Month/Year):
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DEPARTMENT OF ADMINISTRATIVE SERVICES

STANDARD AFFIRMATION AND DISCLOSURE FORM

EXECUTIVE ORDER 2019-12D

Banning the Expenditure of Public Funds on Offshore Services

All of the following provisions must be included in all invitations to bid, requests for proposals, state term schedules, multiple award contracts, requests for quotations, informal quotations and statements of work. This information is to be submitted as part of the response to any of the procurement methods listed.

CONTRACTOR / SUBCONTRACTOR AFFIRMATION AND DISCLOSURE:

By the signature affixed to this response, the Bidder / Offeror affirms, understands and will abide by the requirements of Executive Order 2019-12D. If awarded a contract, the Bidder / Offeror becomes the Contractor and affirms that both the Contractor and any of its subcontractors shall perform no services requested under this Contract outside of the United States.

The Bidder / Offeror shall provide all the name(s) and location(s) where services under this Contract will be performed in the spaces provided below or by attachment. Failure to provide this information as part of the response will deem the Bidder / Offeror not responsive and no further consideration will be given to the response. Bidder / Offeror's offering will not be considered. If the Bidder / Offeror will not be using subcontractors, indicate "Not Applicable" in the appropriate spaces.

1. Principal location of business of Contractor:

A. _____
(Address) (City, State, Zip)

Name / Principal location of business of subcontractor(s):

B. _____
(Name) (Address, City, State, Zip)

C. _____
(Name) (Address, City, State, Zip)

2. Location where services will be performed by Contractor:

A. _____
(Address) (City, State, Zip)

Name / Location where services will be performed by subcontractor(s):

B. _____
(Name) (Address, City, State, Zip)

C. _____ (Name) _____ (Address, City, State, Zip)

D. _____ (Name) _____ (Address, City, State, Zip)

3. Location where state data will be stored, accessed, tested, maintained or backed-up, by Contractor:

A. _____ (Address) _____ (City, State, Zip)

Name / Location(s) where state data will be stored, accessed, tested, maintained or backed-up by subcontractor(s):

B. _____ (Name) _____ (Address, City, State, Zip)

C. _____ (Name) _____ (Address, City, State, Zip)

D. _____ (Name) _____ (Address, City, State, Zip)

E. _____ (Name) _____ (Address, City, State, Zip)

F. _____ (Name) _____ (Address, City, State, Zip)

4. Location where services to be performed will be changed or shifted by Contractor:

A. _____ (Address) _____ (City, State, Zip)

Name / Location(s) where services will be changed or shifted to be performed by subcontractor(s):

B. _____ (Name) _____ (Address, City, State, Zip)

C. _____ (Name) _____ (Address, City, State, Zip)

D. _____ (Name) _____ (Address, City, State, Zip)

E. _____ (Name) _____ (Address, City, State, Zip)

F. _____ (Name) _____ (Address, City, State, Zip)