

DATE: 2/05/2018

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00122007

**JEFFERSON PARISH**

PURCHASING DEPARTMENT  
P.O. BOX 9  
GRETN, LA. 70054-0009  
504-364-2678

VENDOR: 27118 BLANK BID COPY VENDOR

BUYER: CGASPER@jeffparish.net

Bids will be received until 11:00 AM, 2/16/2018 via online at [www.jeffparishbids.net](http://www.jeffparishbids.net) or by hand delivery, USPS mail or other courier service to Purchasing Department, 200 Derbigny Street (General Government Building), Suite 4400, Gretna, LA 70053. For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only.

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law, as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647. A copy of these resolutions may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at [purchasing.jeffparish.net](http://purchasing.jeffparish.net) and clicking on On-line forms.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Further, a current W-9 form and respective Tax Identification number must be supplied upon contract execution, should you be awarded a contract and/or issued purchase order. Failure to do so may result in delay of payment.

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Delivered, anywhere within the Parish as designated by the Purchasing Department. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit prices shall prevail.

JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE

PROTESTS: Only those vendors that submitted a bid in response to this solicitation may submit a protest in writing to the Director of the Purchasing within 48 hours of bid opening. The Purchasing Director will review it in connection with the Parish Attorney's Office as appropriate and a written response will be provided as soon as possible.

JEFFERSON PARISH reserves the right to cancel all or any part of an order if not shipped promptly. No charges will be allowed for parking or cartage unless specified in the quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year warranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum.

All formal Addenda require written acknowledgment on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected; JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A117.1-1961).

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.



## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

## IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online.

This is a secure site and authorized personnel have limited read access only. Bidders are encouraged to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at [www.jeffparishbids.net](http://www.jeffparishbids.net) to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

## ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

3, 5, 6, 10, 13

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then the license number must be entered in the appropriate field in the Electronic Procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.



## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

7. PUBLIC WORKS BIDS: All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Prior to contract executions/purchase order issuance, the successful bidder will be required to provide final insurance certificates which shall name Jefferson Parish as an additional insured in accordance with the instructions in the aforementioned "Standard Insurance Requirements" sheet.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies). If submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA - RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission; and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to Jefferson Parish Code of Ordinances Section 2-155.10(19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.



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BID NO.: 50-00122007

**JEFFERSON PARISH**

PURCHASING DEPARTMENT  
P.O. BOX 9  
GRETN, LA. 70054-0009  
504-364-2678

VENDOR: 27118 BLANK BID COPY VENDOR

BUYER: CGASPER

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Agency warehouse or jobsite, anywhere within the Parish as designated by the Purchasing Department.

JEFFERSON PARISH reserves the right to cancel all or any part of an order if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

JEFFERSON PARISH is expecting all products to be new and all work to be done in workman-like manner, according to standard practices. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

**DELIVERY: FOB JEFFERSON PARISH**

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK

FBP  
3  
3

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.


Acknowledge Receipt of Addenda: NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) \_\_\_\_\_

|  |              |
|--|--------------|
| *** ALL BIDDERS MUST COMPLETE SECTION BELOW ***  |              |
| FIRM NAME: Checkpoint Security Solutions   |              |
| SIGNATURE:  | TITLE: owner |
| (Must be signed here)  |              |
| PRINT OR TYPE NAME: FRANK Quinn  |              |
| ADDRESS: 1524 EDWARDS AVE  |              |
| CITY, STATE: HARAHAN, LA   | ZIP: 70123   |
| TELEPHONE: 504, 715 5590   | FAX: ( )     |
| EMAIL ADDRESS: frank@checkpointsecurity.net  |              |

TOTAL PRICE OF ALL BID ITEMS: \$ 11,890.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00122007

SEALED BID

| ITEM<br>NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES  | UNIT PRICE<br>QUOTED | TOTALS      |
|----------------|----------|-----|--|----------------------|-------------|
| 1              | 1.00     | JOB | FURNISH AND INSTALL TWO (2) WALK THROUGH<br>MULTI-ZONE METAL DETECTORS AT THE<br>JEFFERSON PARISH PERFORMING ARTS CENTER.  | \$5,495.00           | \$10,990.00 |
|                |          |     | 0010-LABOR, MATERIAL AND EQUIPMENT TO<br>FURNISH AND INSTALL TWO (2) WALK THROUGH<br>MULTI ZONE METAL DETECTORS.<br><br>WE EXTEND THIS BID TO PROVIDE LABOR,<br>MATERIAL, DELIVERY, EQUIPMENT,<br>PROGRAMMING, AND ALL OTHER<br>INCIDENTALS NECESSARY TO SUPPLY AND<br>INSTALL TWO (2) NEW HI-PE ENHANCED<br>WALK THROUGH MULTI-ZONE METAL<br>DETECTORS WITH A ONE (1) YEAR<br>WARRANTY FOR LABOR AND MATERIALS<br>FOR THE JEFFERSON PERFORMING ARTS CENTER<br>LOCATED AT 6400 AIRLINE DRIVE, METAIRIE,<br>LA FOR THE DEPARTMENT OF GENERAL<br>SERVICES, AS PER THE ATACHED<br>SPECIFICATIONS.<br><br>CONTACT: RYAN BABCOCK<br>PHONE: (504) 364-2675<br><br>FOR A SITE VISIT, SEE CONTACT ABOVE. | \$450.00             | \$900.00    |

## **SPECIFICATIONS**

### **Supply and install Two (2) new Enhanced Walk-Through Multi-Zone Metal Detector for the Jefferson Parish Performing Arts Building**

#### **Section 1.0 – Scope:**

We extend this proposal to cover the furnishing of labor, materials, shipping/delivery charges, programming, and equipment necessary to supply and install Two (2) new HI-PE Enhanced Walk-Through Multi-Zone Metal Detector for the Jefferson Parish Performing Arts Building located at 6400 Airline Highway Metairie, LA 70003

#### **Section 2.0 – Quantities/Inspection:**

Bidders must inspect the site to determine the proper equipment needed to perform the job.

#### **Section 3.0 – Submittals:**

Provide the below submittal(s) and other information listed below for owner review and approval with bid proposal. Failure to provide the requested information will result in the bid being deemed non-responsive.

#### **Product Data:**

1. Manufacturer's catalog data
2. Detail sheets
3. Specifications of product
4. Warranty and preventative maintenance certificate

#### **Section 4.0 – Bid Specifications:**

The successful bidder shall supply all labor, materials, delivery/shipping charges, and necessary essentials to perform the following:

#### **HI-PE Plus Enhanced Walk-Through Multi-Zone Metal Detector:**

- Assemble and install Two (2) new bidder supplied HI-PE Plus Enhanced Walk-Through Multi-Zone Metal Detector or owner approved equal (Location provided at pre-construction meeting)
- Connect new walk thru multi-zone metal detector to existing electrical circuits.
- Properly level metal detector.
- Commissioning of new walk thru multi-zone metal detector shall be performed with an owner's representative present.

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#### **Section 4.1 –Unit Description:**

##### **Enhanced Walk-Through Multi-Zone Metal Detector:**

###### **Features**

- Compliant with the strictest detection and discrimination standards for EMDs (Enhanced Metal Detectors)
- 4 display bars each programmable as zone indicators and/or pacing lights
- 60 localization zones (20 vertical x 3 lateral) with left, center and right indication
- Chip Card Reader
- Bluetooth, infrared and RS-232 communication
- Programmable Random Alarm capability
- 3-Level Password and hardware key access protection
- Met-Identity technology (separate Ferrous and Non-Ferrous alarm signaling)
- One Touch Automatic Self Installation (OTS)
- Automatic Operational Functional Verification (OFV)
- Automatic Vibration Compensation (AVS, EVA)
- Automatic Channel Search (CS)
- Automatic Floor Gain Adjustment (FGA)
- Automatic Technical Functional Verification (TFV)
- Automatic Environmental Noise Compensation (ENA)
- Powered by safe low voltage DC
- Anti-tamper on/off switch
- High precision transit counter
- 32.3" passage width
- Wide range of threat detection from guns to ½ cutter blade
- Automatic Environmental Noise Compensation (ENA)
- Excellent discrimination of personal metal effects
- Met-Identity technology identifies and signals the metal type in real time
- 60 localization zones (20 vertical x 3 lateral) with left, center and right indication
- High precision bidirectional counter with automatic rescreening compensation
- One touch automatic self-installation (OTS)
- Chip Card capability for fast, simple, and secure programming
- Automatic Operational Functional Verification (OFV)
- Random alarm capability programmable from 0% to 100%

#### **Section 4.1 –Unit Description: (Continued)**

##### **Enhanced Walk-Through Multi-Zone Metal Detector:**

- Automatic Vibration Compensation (AVS,EVA)
- Exceptional Immunity to external interferences
- Automatic Channel Search (CS)
- Powered by safe low voltage DC
- Automatic Floor Gain Adjustment (FGA)
- Standard Interfaces: RS-232, Bluetooth, Infrared
- Automatic Technical Functional Verification (TFV)

**Section 4.1 –Unit Description: (Continued)**

**Enhanced Walk-Through Multi-Zone Metal Detector:**

- Other available interfaces: Wi-Fi, Ethernet, USB
- Power Supply: 100...240V~ -10/+15%, 47...63Hz, 40 VA max
- Operating temperature: -4°F to 158°F (-35°F to 158°F upon request)
- Storage temperature: -35°F to 158°F
- Relative humidity: 0 to 95% (without condensation)
- Multi-zone display bar for "height on person" localization
- 4 light bars with selectable entry/exit and pacing indication
- Green and red metering signals proportional to the mass of the detected target
- 10 selectable continuous and pulsed tone plus 34 special tones
- 10 selectable sound intensities ranging from 0 to 90 dbA at 1m
- 60 distinct zones (20 vertical x 3 lateral) entry and exit side
- Up to 50 built-in security programs (up to 30 International Standards, up to 20 Customizable Levels)
- Remote via RS-232, Infrared Remote Control Unit, Bluetooth or Ethernet 10/100 base T (option) interface
- Test Samples Kits Part # EMD-SK-GAL Part # EMD-SK-GDML

**Section 5.0 – Hours of Work:**

The work that is to be performed shall be scheduled during regular working hours Monday through Friday, between the hours of 8:00 a.m. and 4:00 p.m.

**Section 6.0 – Existing Structure:**

Should any cutting, patching, alteration, addition, or repairs to existing structure, wall, floor, ceiling, or part of building be required of this project, the contractor shall restore the alteration to its original condition, with the same type materials, finish, and workmanship. Any concrete curbs broken or damaged shall be repaired or replaced by the contractor.

**Section 7.0 – Cleaning Area and Safety:**

Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials.

**Section 8.0 – MSDS:**

The contractor shall notify the Jefferson Parish Department of General Services contact person of any hazardous substances that will be brought to and/or used at the



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**Section 8.0 – MSDS: (Continued)**

workplace. Bidder shall provide MSDS as per this requirement to the Jefferson Parish Department of General Services.

**Section 9.0 – Warranty:**

All labor and materials shall be covered for a minimum of one (1) year starting from the date of acceptance of the project against defects. The warranty shall include travel time, travel expenses, freight, replacement parts, labor, shipping, and all other incidentals required to repair or replace any defective parts. The bidder must agree, upon written notice from the owner, promptly and without charge, and to the satisfaction of the owner, to make changes, replacements, and corrections which may be required to make good all defects in materials and/or equipment under its intended use, within the warranty period, at no cost to the owner.

**Section 10.0 – Permits:**

The contractor shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement and the City of Gretna (if applicable). The contractor shall also be responsible for payment of these permits. All permits must be obtained prior to the start of the project.

Certificate of Final Inspection must be submitted to and approved by the Department of General Services before final payment is rendered.

**Section 11.0 – Liquidated Damages:**

Liquidated Damages in the amount of \$100.00 per day will be assessed on the fourth day from the date of the "Notice to Proceed" until work is substantially completed.

**Section 12.0 – Pre-Construction Conference and Notice to Proceed:**

A Pre-Construction Conference shall be held between the successful bidder and the owner before any work commences.

No materials shall be ordered until the successful bidder receives a written "Notice to Order Materials" from the Department of General Services.

No work shall be performed until the successful bidder receives a written "Notice to Proceed" to begin work, from the Department of General Services.

## **STANDARD INSURANCE REQUIREMENTS – BIDS UNDER \$30k**

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the bid. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

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For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. However, if a bidder has on file with the Purchasing Department a current (valid) insurance certificate that fulfills the requirements in this document, then this will be accepted as evidence of same. Otherwise, failure to submit a current (valid) insurance certificate with bid submission or if no current (valid) insurance certificate is on file, then the bid will be rejected. Final certificates shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability, Workmen's Compensation Insurance and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

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### **JEFFERSON PARISH REQUIRED STANDARD INSURANCE**

#### **☒ WORKER'S COMPENSATION INSURANCE**

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

**Note:** If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being



rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☒ **COMMERCIAL GENERAL LIABILITY**

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☒ **COMPREHENSIVE AUTOMOBILE LIABILITY**

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence.  
Property Damage Liability \$1,000,000.00 each occurrence.

**Note:** This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

**DEDUCTIBLES**

No insurance required shall include a deductible not greater than \$10,000.00. The cost of the deductible shall be borne by the contractor.

NOTE: If the vendor requires a change in deductibles, the request must be submitted in writing to the Purchasing Department prior to the due date of the bid. Such request shall be reviewed by the Parish Attorney's Office with the concurrence of the Director of Risk Management.

**UMBRELLA LIABILITY COVERAGE**

An umbrella policy or excess may be used to meet minimum requirements.

**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

**1) OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

**2) BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
Director

## **CHANGES TO JEFFERSON PARISH BIDDING PROCEDURES**

The East bank Office of Purchasing is now open! We are located in the Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Suite 404, Jefferson, LA 70123. Bidders may submit bid responses at this location, pending authorization in each bid package. **Bidders should carefully read and must respond accordingly per the requirements of the bid packages. NOTE: Bidders submitting bids on the day of bid opening, bidders must submit at the West Bank location only.**

### **Other Changes Continued:**

- For all advertised sealed bids, written evidence of signature authority must be included with bid submission.
- Current W9 Forms and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, a current W-9 form must be supplied upon contract execution, should you be awarded a contract and/or issued a purchase order.
- Upon contract execution, successful bidder must produce final insurance certificates per standard Jefferson Parish insurance requirements. Proof of insurance is required for bidding purposes. Bidders must read the insurance requirements attachment included in each bid package for specific instructions.

**Bidders should reference the "Additional Requirements" section of the bid instructions and/or the "Important Notice to Bidders" included in the bid package for specific requirements to respond accordingly.**

For more information, please call Jefferson Parish Purchasing at 504-364-2678.





**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000122007 FURNISH AND INSTALL WALK THROUGH METAL  
DETECTORS**

Jefferson Parish Government

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)

14-Feb-2018 06:24:24 PM



# USER MANUAL

PD 6500*i*

MODEL 11684xx

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**GARRETT<sup>®</sup>**  
**METAL DETECTORS**

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[www.garrett.com](http://www.garrett.com)

## USA

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Garrett Metal Detectors  
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Website: [www.garrett.com](http://www.garrett.com)





## MANUFACTURER CAUTION

### Read Thoroughly Before Operating



CAUTION! Use of this equipment in a manner not specified by the manufacturer may result in damage to property or injury to persons.

|                            |                               |
|----------------------------|-------------------------------|
| Electrical:                | 100 – 240 V~ +10% – -15%      |
|                            | 1.0 - 0.5A                    |
|                            | 50/60 Hz                      |
| Installation Category:     | II                            |
| Pollution Degree:          | 2                             |
| Maximum Relative Humidity: | 95% non-condensing            |
| Operating Temperature:     | -4°F (-20°C) to +158°F (70°C) |
| Maximum Altitude:          | 3000 meters                   |



CAUTION! PD 6500i must be firmly anchored to the floor or optional adhesive floor mounts attached to reduce the risk of injury to persons or property damage due to accidental knock down.



**Warning!** Battery Safety: The optional Battery Backup Module and the CMA Interface module contain rechargeable batteries that may contain small amounts of harmful substances.

- Caution: Do not short circuit. Serious burns may result.
  - Caution: Do not dispose of batteries in a fire. They may explode.
  - Caution: Do not open or mutilate batteries. They may contain an electrolyte which is toxic and harmful to the skin and eyes.
  - Caution: Replace batteries with the same type and number of batteries as originally installed in the equipment.
- 
- Caution: Do not put the batteries in trash that is disposed of in landfills. When disposing of the battery, comply with local ordinances or regulations and your company's safety standards.
  - Recycling centers and retailers with recycling programs may be found at [www.rbrc.org](http://www.rbrc.org).



#### SYMBOLS:



Alternating  
current



Protective  
conductor  
terminal



CAUTION!  
Risk of  
electric  
shock



CAUTION!  
Refer to  
accompanying  
documentation



Recycle

Garrett Metal Detectors and [garrett.com](http://garrett.com) are trademarks and registered trademarks of Garrett Electronics, Inc. If further assistance is required, please contact the factory using contact information on front cover.

## MEDICAL SAFETY

Garrett Metal Detectors makes every effort to ensure its products are safe for use. Extensive research by Garrett has produced no information which would indicate that its products have any adverse effects on medical implants, pregnancy, recording media or magnetic strips. Garrett makes every effort to cooperate with medical device manufacturers and to communicate with agencies such as the United States Food and Drug Administration and Health Canada as a means of assuring product safety. The electromagnetic fields produced by Garrett products are similar to those encountered in the daily environment and meet U.S. and International standards for electromagnetic emissions.

Garrett recognizes that certain medical devices may have additional requirements which may require special care. Any recommendations or directives issued by personal physicians or medical device manufacturers should be followed. If, for any reason, (e.g. doctors orders, etc.), a patron objects to being scanned with a metal detector, it is recommended that alternative procedures be used.

The following should be considered when developing a security checkpoint screening plan.



- **Traffic Flow** - Traffic flow should remain consistent and encourage unrestricted traffic flow as a means of minimizing the time a person remains within the archway of a walk-through metal detector.
- **Alternative Screening** - Alternative screening methods such as scanning with a hand-held metal detector, hand searching or denial of access should be clearly defined in checkpoint screening procedures as approved alternatives to screening with the walk-through metal detector.
- **Personnel Training** - Security screening personnel should be instructed in the care of persons with special medical needs and use of alternative screening methods that meet the requirements of medical practitioners or medical device manufacturers.



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## 1. GENERAL DESCRIPTION OF PD 6500i

|                                  |   |
|----------------------------------|---|
| <b>Basic Description</b>         | The Garrett PD 6500i (Model #11684xx) is a digitally controlled pulse induction metal detector.   |
| <b>Memory</b>                    | All program selections and settings are maintained in electrically erasable non-volatile memory. The unit will maintain all settings even when disconnected from power. No battery is required for memory retention.  |
| <b>Unique Target Pinpointing</b> | The Garrett PD 6500i is an advanced Digital Signal Processor (DSP)-based walk-through metal detector that provides superior target detection with excellent metal discrimination capabilities. Multiple targets are pinpointed on the left, center or right side of the body from head to toe within 33 distinct areas using a unique array of Light Emitting Diodes (LED's) located on the exit side of each panel. Independent zone by zone calibration capability insures optimal archway field uniformity, regardless of installation challenges. |
| <b>Improved Sensitivity</b>      | An improved multi-coil design allows programming for the detection of the smallest of metallic targets regardless of shape and orientation.   |
| <b>Traffic Flow</b>              | Pacing lights with international “wait” (  ) and “proceed” (  ) symbols are located on the entrance side of each panel and allow smooth and efficient traffic flow. The PD 6500i traffic counter tracks the number of patrons that have passed through the detector, the number of alarms and calculates the alarm percentage.   |
| <b>Security</b>                  | All settings are secured with a key lock and 3 levels of user access. Further security is accomplished with a cabinet lock which prevents unauthorized access to cables, connectors and circuit boards.   |
| <b>Controls/ Displays</b>        | The PD 6500i utilizes backlit Liquid Crystal Displays (LCD's) and LED bar graphs for continuous on-line operating status and self-diagnostic reporting. All controls and settings are simplified with menu selections and touchpad controls.  |
| <b>Optional Accessories</b>      | Optional accessories include a Battery Back-Up Module for emergency or remote use, Desktop Remote Control, a wheel assembly for easy portability, adhesive floor mounts and a computerized Control Monitor Analyzer (CMA) interface module. CMA software provides network capabilities for remote access to data collection, alarm statistics and real-time “detector events” for monitoring and / or analyzing.  |

*Note: This revised manual describes several new features which are available with software versions 2.23–1.37 or greater.*

**1.1 TECHNICAL SPECIFICATIONS****1.1.1 DIMENSIONS**

- |                     |                     |                    |                    |
|---------------------|---------------------|--------------------|--------------------|
| • Passage Interior: | Width: 30" (0.76m)  | Height: 80" (2m)   | Depth: 23" (0.58m) |
| • Overall Exterior: | Width: 35" (0.9m)   | Height: 87" (2.2m) | Depth: 23" (0.58m) |
| • Shipping:         | Width: 35.5" (0.9m) | Height: 92" (2.3m) | Depth: 6.5"(0.17m) |
| • Shipping Weight:  | 165 lbs (74 kg)     |                    |                    |

**1.1.2 OPERATING CONDITIONS**

- |              |                               |
|--------------|-------------------------------|
| Temperature: | -4°F (-20°C) to +158°F (70°C) |
| Humidity:    | Up to 95% non-condensing.     |

**1.2 REGULATORY INFORMATION**

The PD 6500*i* meets or exceeds industry safety and electromagnetic compatibility (EMC) standards and conforms to international directives (CE approved).

The PD 6500*i* is made of scratch and mar resistant laminate with resilient end caps, a control panel and heavy-duty aluminum crosspiece. A smooth, rounded corner design ensures no puncturing, cutting or tearing of the skin or clothing or otherwise causing bodily injury. A key lock panel protects critical circuitry, wires, cables, data cables and power connectors to prevent tampering or injury.

**1.2.1 ELECTRICAL SAFETY**

**The Garrett PD 6500*i* has been tested and found to comply with:**

- Canadian Standard - CAN / CSA-C22.2 No. 1010.1 and CAN / CSA- C22.2 No. 1010.1B-97 Safety Requirements for Measurement, Control and Laboratory Use, Part 1: General Requirements.
- United States Standard - UL 3101-1 1993 Electrical Equipment for Laboratory Use, Part 1: General Requirements.
- International Standard (CB Certification) - IEC 61010-1 Safety Requirements for Electrical Equipment for Measurement, Control and Laboratory Use, Part 1: General Requirements.
- OSHA Regulation 1910.147 De-energizing Equipment.

**1.2.2 MAGNETIC FIELD SAFETY**

The Garrett PD 6500*i* has been tested and found to comply with:

- AICGH-0302 (1996), Sub-Radio Frequency (30 kHz and below) Magnetic Fields.
- Institute of Electrical and Electronic Engineers (IEEE) C95.1-1999, "IEEE Standard for Safety Levels with Respect to Human Exposure to Radio Frequency Electromagnetic Fields, 3 kHz to 300 GHz."
- International Commission for Non-Ionizing Radiation Protection (ICNIRP), "Guidelines for Limiting Exposure to Time-Varying Electric, Magnetic and Electromagnetic Field (Up to 300 GHz)."
- NBS Special Publication 500-101, "Care and Handling of Computer Magnetic Storage Media."

- Canada Health and Welfare: Performance Standards (Walk-Through), RPB-SC-18 section 3.2.2 which addresses the issue of electromagnetic effects to cardiac pacemakers.
- Occupational and Safety Health Administration: Radiation Protection Guide, CFR 1910.97 section (2) i.
- National Institute of Law Enforcement and Criminal Justice: Standards for Walk-Through Metal Detectors for use in Weapons Detecting NILECJ-STD-0601.00 Section 4.11.
- OSHA Regulation 1910.47 (a) (2) (i) Non-Ionizing Radiation.

### **1.2.3 ELECTROMAGNETIC COMPATIBILITY**

**The Garrett PD 6500*i* has been tested and found to comply with:**

- FCC 47 CFR, Part 15, Subpart B: 1998, Class A for Power Line Conducted Emissions.
- FCC 47 CFR, Part 15, Subpart B: 1998, Class A for Radiated Emissions.
- EN 55022: 1998, Radiated Emissions for Class A Information Technology Equipment.
- EN 55024: 1998, for Immunity.

### **1.2.4 PHYSICAL**

**The Garrett PD 6500*i* has been tested and found to comply with:**

- IEC 68-2-27, 29 for Shock and Bump.
- ASTM F1468-95 Section 5.4 Tip Over (requires anchoring).
- IEC 529 IP55 for protection from water and foreign objects.

### **1.2.5 PRODUCT PERFORMANCE**

**The Garrett PD 6500*i* has been tested and found to comply with:**

- United States Transportation Security Administration (TSA) Enhanced Metal Detector (EMD).
- French Service Technique de l'Aviation Civile (STAC).
- European Civil Aviation Conference (ECAC) Standards 1 and 2.
- United States Marshal Service.
- United Kingdom Department for Transport (DFT).
- Federal Aviation Administration (FAA) three-gun test.
- National Institute of Law Enforcement and Criminal Justice Standards #0601.00, levels 1-5.



### 1.3 DESCRIPTION OF CONTROLS, DISPLAYS AND ALARMS

#### 1.3.1 DESCRIPTION OF VISUAL CONTROLS AND DISPLAYS

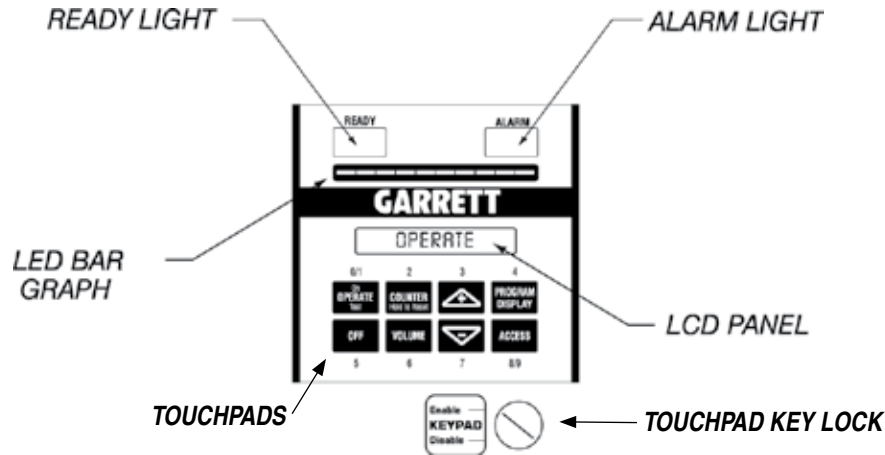


Figure 1-1

##### 1.3.1.1 BAR GRAPH

The LED bar graph is comprised of a series of lights. The bar graph light activity represents the level of metal detection intensity occurring within the archway. The detection intensity is dependent upon the quantity and composition of the metallic object(s), and the program and sensitivity settings of the unit.

The bar graph also indicates the presence of electrical interference and interference from nearby moving metallic objects.

##### 1.3.1.2 READY LIGHT

The green READY light appears when power is on and the PD 6500i is ready to detect metal. The ready light must be illuminated before a patron is permitted to enter the walk-through. A rapidly blinking ready light is an indication that AC power has been disconnected and the unit is operating on the optional battery backup system.

##### 1.3.1.3 BACKLIT LCD

The LCD is a visual display located in the overhead panel. The LCD reports calibration and operational information, including program and sensitivity settings, operator functions and fault indication. The LCD displays all self-prompting regulation and control functions as well as traffic count information.

##### 1.3.1.4 ALARM LIGHT

The red ALARM light is a visual indication of an alarm when the unit detects a targeted amount of metal within the walk-through according to the program and base sensitivity settings. When a target is detected the alarm light appears even if audio volume is off.

##### 1.3.1.5 TOUCHPAD KEY LOCK

Disables touchpad to prevent tampering.

**1.3.1.6 TOUCHPADS**

Use to turn unit on, access and adjust setup and programming. Function of touchpad depends upon key lock and user access level.

**1.3.1.6.1 OPERATE (ON / TEST)**

The OPERATE touchpad is used to turn the PD 6500i on. The unit will be ready to operate within ten seconds. Activate the manual self-test at any time by pressing OPERATE.

**1.3.1.6.2 OFF**

The OFF touchpad is used to turn the PD 6500i off, ensuring that all of the information and settings are stored in memory until the detector is ready to resume full operation.

**1.3.1.6.3 COUNTER**

The COUNTER touchpad is used to obtain an automatic update on the traffic count that appears on the LCD. The counter also reports alarm statistics such as alarm count and alarm count %. If operator access is enabled, the counter may be reset by pressing the COUNTER touchpad for approximately ten seconds.

**1.3.1.6.4 VOLUME**

The VOLUME touchpad is used to access the volume control of the audio alarm.

**1.3.1.6.5 (+) and (–)**

The plus (+) and minus (–) touchpads are used to change numerical settings, activate certain on/off functions and adjust the volume of the audio alarm.



**1.3.1.6.6 PROGRAM**

The PROGRAM touchpad enables the user to view the current program and base sensitivity settings on the LCD.

**1.3.1.6.7 ACCESS**

The ACCESS touchpad is used to initiate the log-in process and to scroll through menu items.

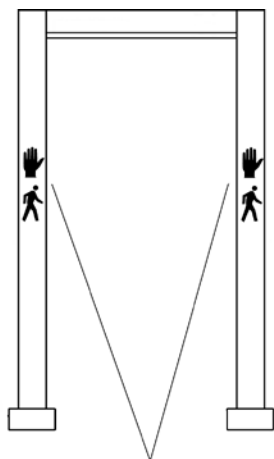
**1.3.1.7 PACING LIGHTS**

Pacing lights located on side panels of the entrance side indicate whether or not a patron may enter the walk-through. The green “proceed” () symbol indicates the unit is ready for a patron, while the red “wait” () symbol indicates the patron should wait. (See Figure 1-2.)

### 1.3.1.8 PINPOINT LIGHTS

Pinpoint lights are located on the exit side of each panel and provide location information using 11 vertical and 3 horizontal positions for a total of 33 pinpoint areas. These lights help the operator to identify the precise location of a metal object within the walk-through, whether it is on the left, right or in the center of the body, from head to toe. (See Figure 1-3.)

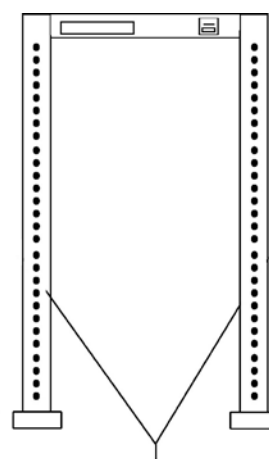
ENTRANCE



LED pacing lights  
(red=wait; green=walk)

Figure 1-2

EXIT



LED pinpoint detection  
lights (red)

Figure 1-3

## 1.3.2 DESCRIPTION OF AUDIO RESPONSES

### 1.3.2.1 TARGET ALARMS

The steady, single pitch audio alarm indicates that a target has been identified according to the program and sensitivity settings.

### 1.3.2.2 WARBLE ALARM

A quickly alternating two-tone alarm occurs when a very large metal object, such as a wheelchair, piece of furniture or metal container, moves through or near the PD 6500i and overloads the detector's circuits. The warble sound prompts the operator to correct the situation before allowing anyone to pass through the metal detector.

### 1.3.2.3 TAMPER ALARM

When the ACCESS touchpad is pressed, the detector beeps for about ten seconds until a valid user is selected and a numeric access code is entered. If a person or object passes through the archway during this time, a loud low-toned alarm will activate. If an invalid code is entered, the message: ACCESS DENIED appears on the LCD, and an audible tamper alarm momentarily sounds and normal operation resumes.

## 2.

### 2.1

## INSTALLATION

### SITE SELECTION & REQUIREMENTS

Before choosing a site for the PD 6500i Walk-Through Metal Detector, it is important to consider the volume and throughput requirements of patron traffic, space availability and overall environmental conditions. The PD 6500i must always be installed on a level, stable floor. The following site requirements are provided as a guide to successful installation.

Garrett Metal Detectors has years of experience designing, installing and operating security screening checkpoints. Garrett's experience ranges from very small—one and two detector checkpoints—to very large, 900-detector Olympic operations. Garrett always prefers to work closely with its clients when designing checkpoints. Every client has a unique situation and needs a somewhat customized solution. Garrett is happy to assist in designing and implementing these solutions. This section is intended to provide general information for designing security screening checkpoints.

#### **2.1.1 ELECTRICAL POWER**

Electricity is a critical element for successful, trouble-free installations. Garrett metal detectors require 100-240 Volt, 50/60 Hertz power, and draw less than 2 amperes each. Consequently, "power load" is minimal for any group of detectors.

Due to their pulse induction technology, it is required that all PD 6500i units within 25' to 100' of each other be connected to the same phase of the AC power source; otherwise, a Master / Slave configuration must be used. (*See Section 2.3.*)

Connecting to a single power source can be easily accomplished using extension power cords connected to the same outlet if existing power does not, or cannot, meet this requirement. An optional 10' power cord jumper is available to simplify this connection. (*See Section 8.2.*)

Garrett metal detectors are very versatile and can be connected to power from either the top or bottom of either side. This makes connecting power very convenient and gives users more options when designing their sites. When "running" power along the ground it is recommended that cords be secured to the ground using highly visible industrial tape or cable trays. This ensures that the cord is visible to patron traffic and prevents personal injury as well as equipment damage. When "running" power overhead it is recommended that power cords be suspended above the detector. This keeps the cord accessible for maintenance, but out of reach of regular traffic.

#### **2.1.2 PHYSICAL SITE**

Appropriate selection and preparation of a site is paramount for successful, efficient and effective checkpoint screening operations. The site must be flat, level and free from obstructions. The surface must be solid and free from any vibration or movement. Most indoor surfaces are already adequate. Outdoor surfaces should be asphalt or concrete; wooden or metal platforms can NOT be used. The site should be free from running or standing water and should provide protection from weather elements. An industrial, four-walled tent is the best way to provide shelter from the weather elements when outdoors. The tent must be strong enough to repel rain, snow, sleet and a fair amount of wind.

#### **2.1.3 CHECKPOINT CONFIGURATION**

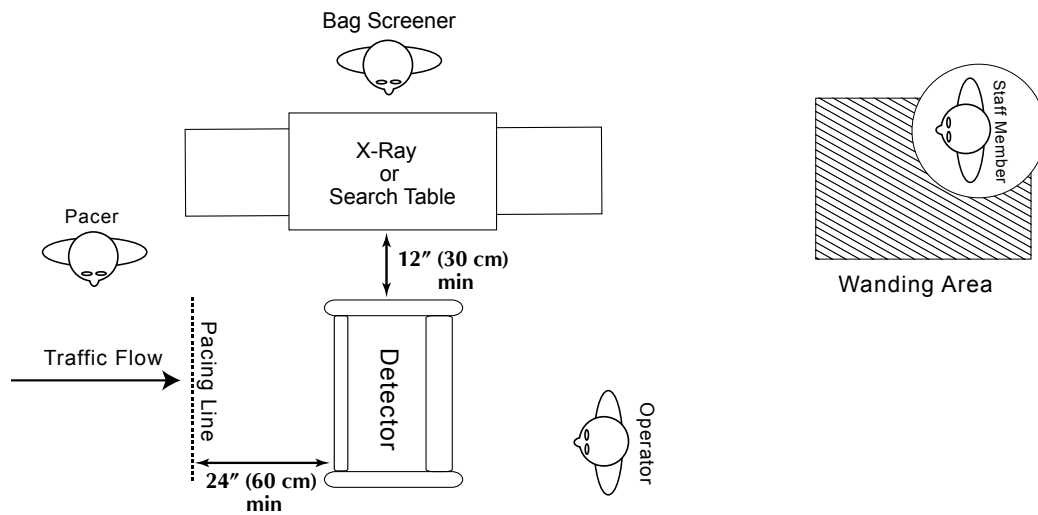
A site must also allow for efficient spacing and configuration of metal detectors. If a site is too small the operation of the checkpoint becomes "choked" and "bottlenecks" form. This severely hampers the flow of "traffic" through a checkpoint and can be troublesome when trying to operate within time constraints. If a site is too big it becomes difficult to oversee the checkpoint, and valuable space is wasted. As a general rule a rectangular block of space,



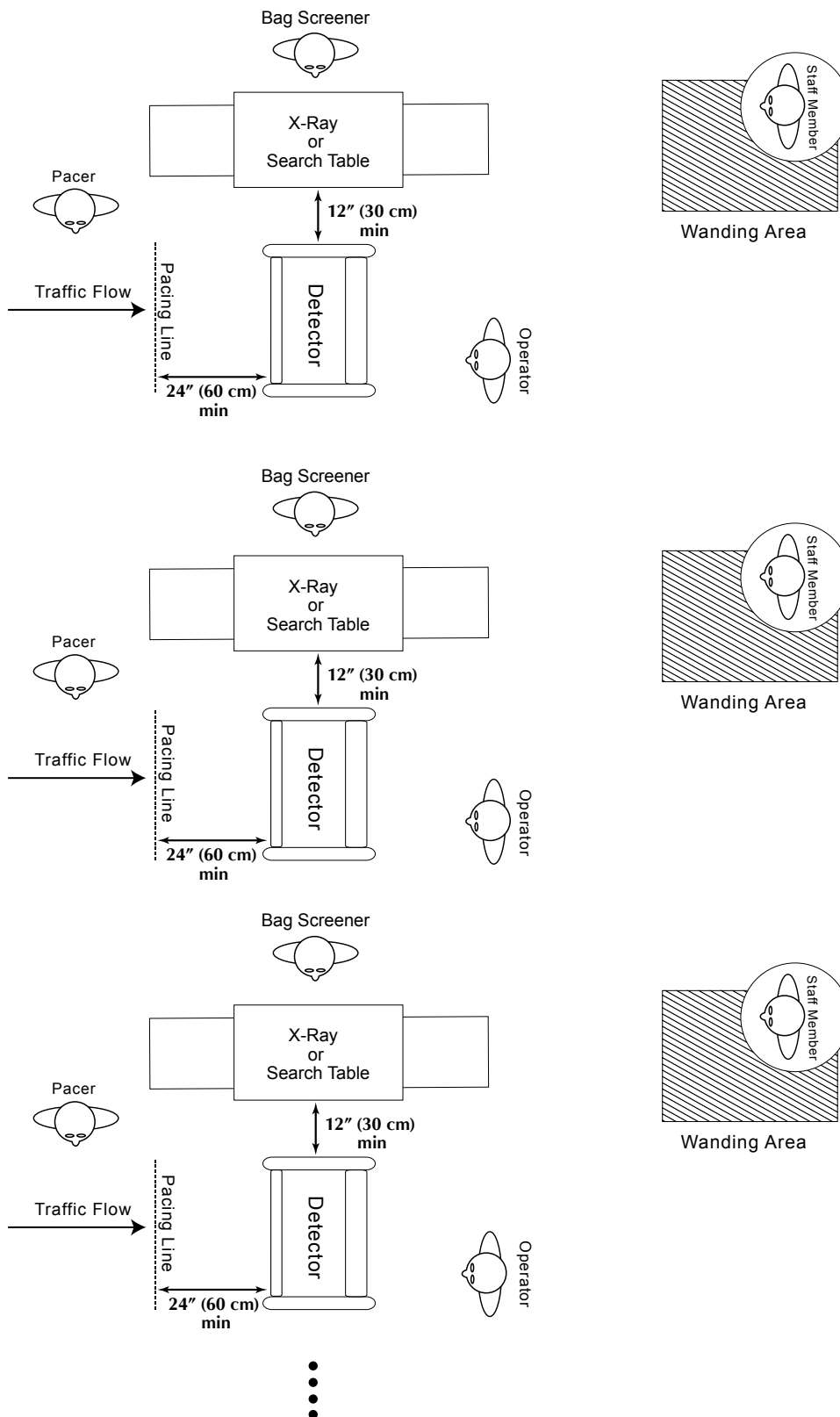
8' wide and at least 10' deep, should be reserved for every checkpoint lane. There are many ways to arrange detectors at a checkpoint. Garrett has found the following configurations to work best. Please refer to the following illustrations.

See Section 2.3 for additional equipment spacing requirements and set-up information.

## SUGGESTED SINGLE LANE CONFIGURATION



## SUGGESTED MULTI-LANE CONFIGURATION-A



## 15



## 2.1.4 INTERFERENCE

Many variables can potentially cause interference with any metal detector operation. However, there are some major variables which may be identified and addressed during site selection. Electrical sources of interference including generators, transformers, electrical panels, etc., should be kept as far away as possible. Large moving or stationary metallic objects such as revolving doors, elevators, garbage cans, barricades, etc., should be kept as far away as possible. Search tables and personnel should be placed a minimum of 6" from the detector. X-ray machines and other complementary screening equipment should be placed a minimum distance of 12" from the detector.

See section 6.1 for information about identifying and resolving sources of interference.

## 2.2 UNIT ASSEMBLY

Assemble the unit and position at the checkpoint location, connect to power, set desired program / operating procedures, check for interference and perform necessary tests.

### 2.2.1 ASSEMBLY

The enclosed instructional video provides detailed assembly instructions.

1. Verify that the following contents are included:

- Panel "A"
- Panel "B"
- Detection Unit (Head)
- Crosspiece (Support Brace)
- 2' AC Jumper Cord
- 10' Power Cord
- Eight 1/4-20x3" Screws
- Eight Finishing Washers

Accessories:

- User Manual
- Instruction DVD
- Pocket Item Container (Coin Tray)
- Stabilizing Plates (Optional)

2. Arrange the major components as shown in Figure 2–1.

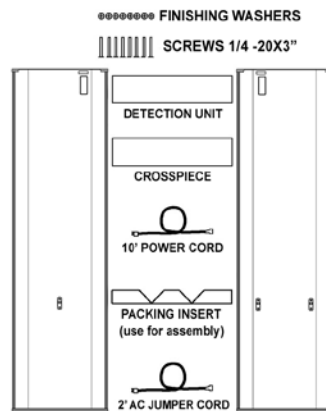


Figure 2-1



3. Place the packing insert on floor as shown in Figure 2-2.  
Lay detection unit (with touchpad panel facing down) on packing insert. Connect detection unit to panels A and B using four screws and finishing washers. Do not tighten!

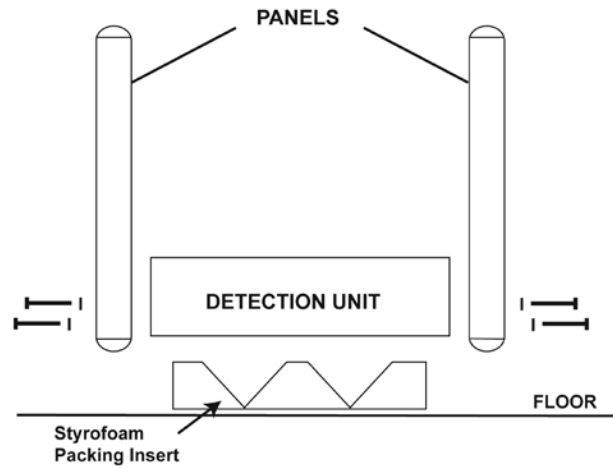


Figure 2-2

4. Connect Panel Cables

Open the door of the detection unit. Connect cables A and B into the corresponding panels. (See Figure 2-3.)

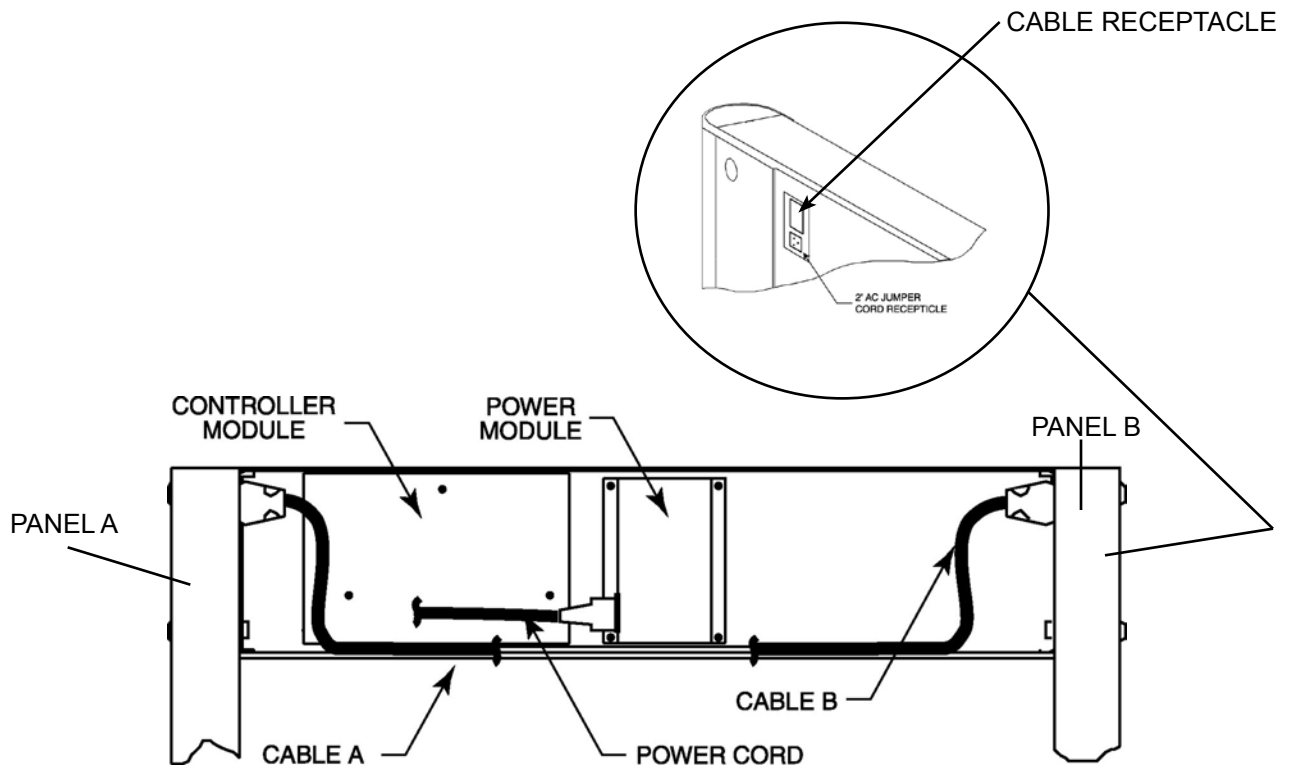
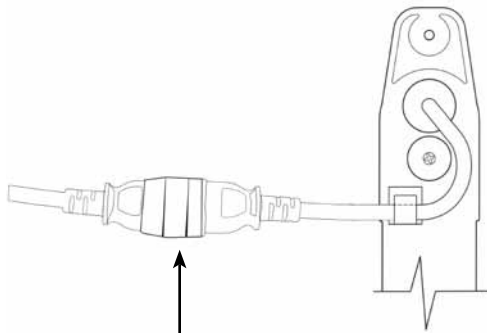


Figure 2-3

5. Determine the location of the AC power outlet and select a power connection means. If power is to be supplied from an overhead source, remove the rubber access plug in the top of the detection unit, feed the power cord (or the 2' AC jumper cord if required) into the detection unit and plug directly into the power module.

If power is to be supplied at floor level, determine the panel that is nearest the power outlet. Within the Detection Unit, plug in the 2' AC jumper cord from the selected panel to the power module. Retrieve the power cable at the bottom of the entrance side of the selected panel through the 1½ inch diameter opening in the bottom of the boot. Slip the power cord into the clamp, as shown in Figure 2-4, to prevent pinching and abrasion when the unit is set upright. Secure the connection with electrical tape or other means if required.



NOTE: Wrap plugs with electrical tape if needed.

Figure 2-4

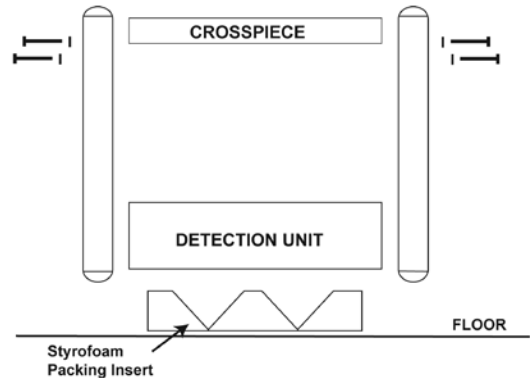


Figure 2-5

6. Use the four remaining screws and washers to attach the crosspiece to the two panels. (See Figure 2-5.)

7. If optional adhesive floor mounts are to be used, attach the mounting plates to side panels. Do not remove adhesive protectors at this time. Follow instructions provided in the mounting kit.

8. Use two or more people to lift the PD 6500i to a vertical position and move to desired location. (See Figure 2-6, below.)



Figure 2-6

9. Ensure the PD 6500*i* is physically stable and does not sit on top of power cord.
10. Tighten all screws with a screwdriver.

### 2.2.2 POWER CORD WIRING DESCRIPTION

The PD 6500*i* (Model 11684xx) includes a standard American ground power cord. To replace or remove plug, or to hard wire to an AC junction box, use:

|       |                 |
|-------|-----------------|
| Green | To Ground       |
| Black | To line Hot     |
| White | To line Neutral |

The PD 6500*i* (Model 1168420) (INTERNATIONAL) includes a European power cord. To replace or remove plug, or to hard wire to an AC junction box, use:

|              |                 |
|--------------|-----------------|
| Green/Yellow | To Ground       |
| Brown        | To line Hot     |
| Blue         | To line Neutral |

## 2.3 MULTIPLE WALK-THROUGH SITE INSTALLATION

For multiple walk-through metal detector (WTMD) operation (units within 25' to 100' of each other depending on sensitivity setting), certain power requirements and installation adjustments are necessary to avoid crosstalk (interference) among units.

There are several ways to successfully install multiple walk-throughs in close proximity with no crosstalk. The following examples are aimed to help the installer determine an appropriate method for eliminating crosstalk.

### 2.3.1 CASE 1

#### Description:

- All detectors are PD 6500*i*s. (See Figure 2–7.)
- All detectors are connected to the same AC-Line Phase.

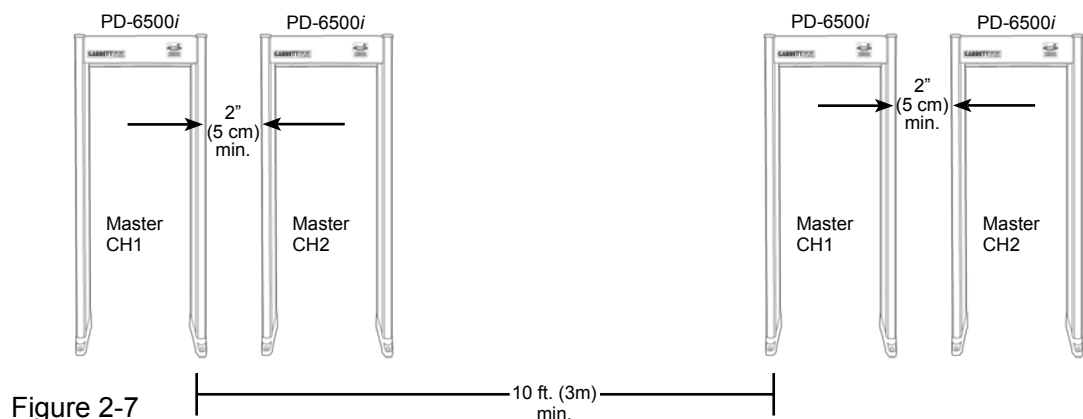


Figure 2-7

#### Procedure:

1. Set all PD 6500*i*s synchronization to Sync: MASTER.
2. Set end unit to CHANNEL 1.
3. Set next unit to CHANNEL 2.
4. Set next unit to CHANNEL 1.
5. Repeat alternating pattern for channels 1 and 2 for any additional PD 6500*i*s.

### 2.3.2 CASE 2

#### Description:

- All detectors are PD 6500*i*s. (See Figure 2–8.)
- Detectors are connected to different AC-Line Phases or operating from battery back-up.

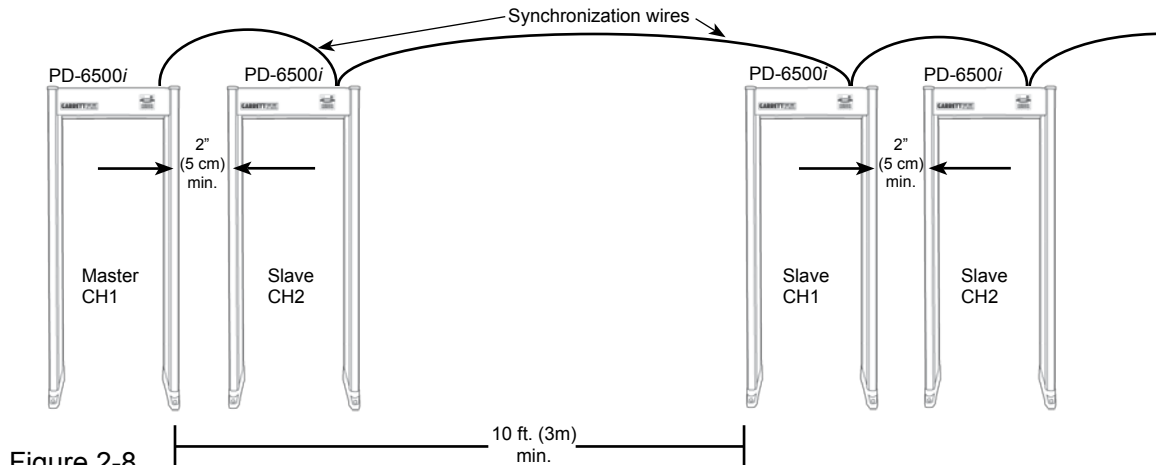


Figure 2-8

#### Procedure:

1. Switch units off and disconnect PD 6500*i*s from power line.
2. Open access door of detection unit.
3. Remove the three screws that hold controller cover. (See Figure 2-9.)
4. Use synchronization wire (18 to 24-gauge, 2 conductor) between units; connect to pins 1 and 2 as shown in Figure 2-10 and on inside of controller cover. Connector block is a plug in and may be removed to facilitate connection of the wires.
5. With the exception of the end units, the SH1 jumper, located on the controller board assembly must be removed. (See Figure 2-10.)
6. Replace cover and reconnect power.
7. Set the end unit (i.e., first or last in a series of PD 6500*i*s) synchronization to MASTER CHANNEL 1 and make sure it is always connected to either AC power or battery power.
8. Set all other units synchronize to SLAVE.
9. Set the remaining units alternately to CHANNEL 2 and CHANNEL 1 as shown.
10. Repeat alternating pattern of channels 1 and 2 for any additional PD 6500*i*s.

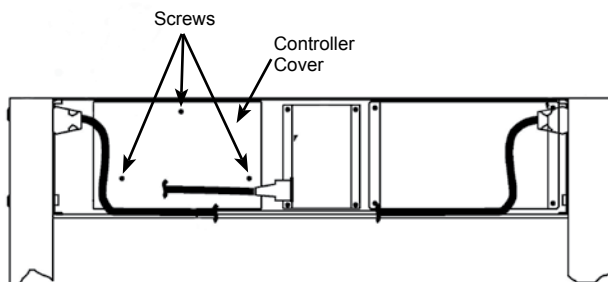


Figure 2-9

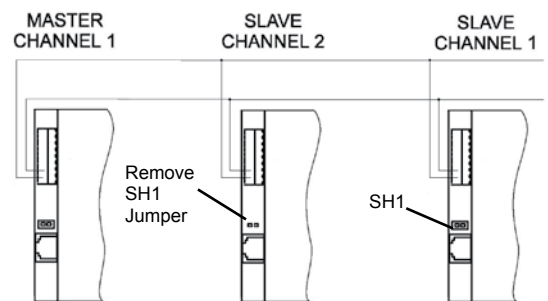


Figure 2-10

### 2.3.3 CASE 3

#### Description:

- A combination of PD 6500i's and other Garrett walk-through metal detectors.

#### Procedure:

- This procedure is the same as Case 1 or Case 2 above. The only difference is that with other Garrett models, you may need to use Channel "A" and Channel "B" rather than Channel "1" and Channel "2".

### 2.3.4 CASE 4

#### Description:

- PD 6500i walk-through in use with **non-Garrett walk-through metal detectors**.

(See Figure 2-11.)

- **Note:** If possible, exchange detectors from other checkpoints so that there is only one brand of detector at each checkpoint. If the PD 6500i must operate with another brand of walk-through metal detector, the following procedure will help ensure successful operation.
- **Note:** At distances between 20 and 40 inches (0.5 to 1 m) it may or may not be necessary to switch off a transmitter panel of the PD 6500i. Leave both transmitters on unless interference is observed after adjusting M Filter and Frequency. Adjustments should be made after the detectors are set to the desired detection sensitivities. See Section 3.5.36 for more detail.

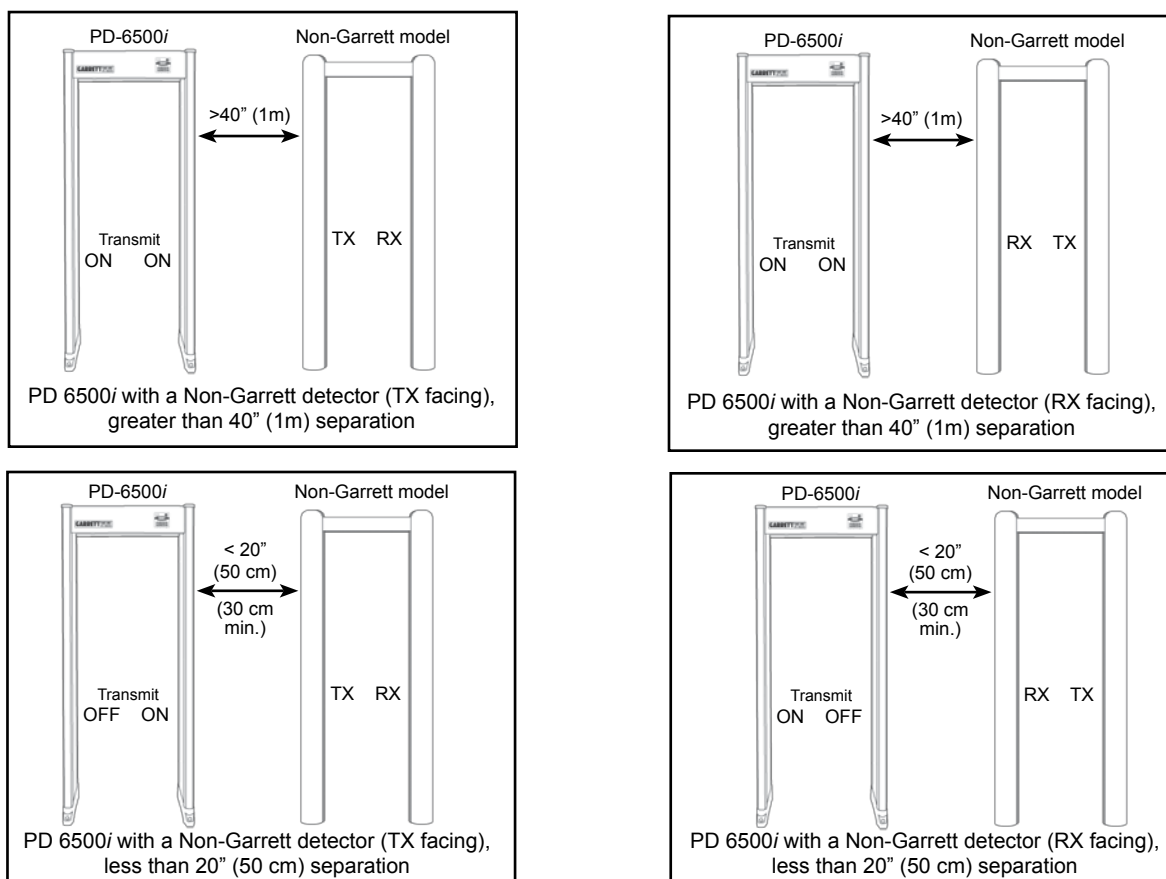


Figure 2-11

**Procedure:**

1. Whenever possible, attempt to separate the PD 6500i from non-Garrett walk-through metal detectors as much as possible. Doing so will significantly reduce interference between differing brands of detectors.
2. Switch M Filter OFF and Line Sync OFF. (See Section 3.5.33 and 3.5.35.)
3. Select the appropriate transmit configuration based on the four diagrams shown in Figure 2–11. (See Section 3.5.36.)
4. Determine quietest Frequency. (See Section 3.5.34.)

**2.4 STABILIZING**

The PD 6500i may be bolted to the floor using the holes in the unit's boot or adhesive floor mounting plates are available for securing the PD 6500i to the floor without drilling.

Stabilizing the unit is particularly important in locations where the floor slopes or tilts, disorderly crowds, high winds, etc., are possible. It is recommended that the unit be tested for functionality and interference prior to permanent mounting.

**2.5 INSTALLATION COMPLETION**

Complete the installation of the PD 6500i by:

1. Connecting the unit to a power source
2. Selecting the operating setting
3. Establishing the required program and settings
4. Checking for interference and verifying proper operation

**3. CONTROLS AND ADJUSTMENTS**

There are three access levels of security clearance for the PD 6500i.

**1. Operator Level:** The Operator can view the Program, Base Sensitivity, Patron Count, Alarm Count, Alarm %, Random Alarm % and Sequence settings as well as alter Volume settings and reset the Counter without a User Code. See Monitor Functions (*Table 3-1*). At any time the Administrator can deny the Operator access to these Monitor Functions.

Press the PROGRAM touchpad to view Program and Base Sensitivity. Press the COUNTER touchpad to view Patron Count, Alarm Count, Alarm % and Random Alarm %. Press and hold the COUNTER touchpad to reset the Counter to zero (0). Press the VOLUME touchpad to view the volume setting; then press the + / - touchpad to increase or decrease the volume setting.

**2. Supervisor Level:** The Supervisor requires a user code and may require a key to view and adjust authorized functions. (See *Table 3-1* and *Section 3.5* for more information.)

**3. Administrator Level:** The Administrator requires a user code and may require a key to view and adjust authorized functions. (See *Table 3-1* and *Section 3.5* for more information.)

**3.1 MENU TABLE**

Table (3-1) on page 23 lists access levels and menu functions.



TABLE 3-1

|                | Function               | Operator              | Supervisor            | Administrator                                      |
|----------------|------------------------|-----------------------|-----------------------|--|
|                | Default Access Code    | Not Required          | 1234                  | 5678   |
|                | Power Self Test        | OFF / ON<br>View Only | OFF / ON<br>View Only | OFF / ON<br>View Only                              |
| Monitoring     | Program                | View Only             | -                     | -  |
|                | Base Sensitivity       | View Only             | -                     | -  |
|                | Alarm Level            | -                     | View / Reset          | View / Reset                                       |
|                | Count                  | View / Reset          | View / Reset          | -  |
|                | Real Alarm Count       | View / Reset          | View / Reset          | -  |
|                | Real Alarm %           | View / Reset          | View / Reset          | -  |
|                | Random Alarm %         | View Only             | View Only             | 0 - 50%  |
|                | Administrator Count    | -                     | -                     | View / Reset                                       |
|                | Admin Real Alarm Count | -                     | -                     | View / Reset                                       |
|                | Admin Real Alarm %     | -                     | -                     | View / Reset                                       |
|                | Reset Counters         | Yes                   | Yes                   | Yes  |
|                | Sequence               | View Only             | View Only             | View Only  |
| Preferences    | Operating Hours        | -                     | View Only             | View Only  |
|                | Rx Balance             | -                     | -                     | View Only  |
|                | Volume                 | Min. Volume -12       | Min. Volume -12       | Min. Volume -12                                    |
|                | Min Volume             | -                     | -                     | 0-12   |
|                | Tone                   | -                     | -                     | 1-9  |
|                | Pacing Lights          | -                     | -                     | ON / OFF   |
|                | Zone Lights            | -                     | -                     | OFF, 2, 3, 4 Sec                                   |
|                | Alarm Time             | -                     | -                     | 1, 2, 3, 4 Sec                                     |
|                | I / R Analysis         | -                     | ON / OFF              | ON / OFF   |
| Programming    | Count Direction        | -                     | -                     | Fwd. Only, Rev. Only, Subtract Rev., Bidirectional |
|                | Language               | -                     | -                     | Select   |
|                | Synchronization        | -                     | -                     | Master/Slave                                       |
|                | Channel                | -                     | -                     | 1, 2, A, B   |
|                | Program                | -                     | Select                | Select   |
|                | Base Sensitivity       | -                     | 1-200                 | 1-200  |
|                | Zone 1 Boost           | -                     | -                     | + / - 64%  |
|                | Zone 2 Boost           | -                     | -                     | + / - 15%  |
|                | Zone 3 Boost           | -                     | -                     | + / - 15%  |
|                | Zone 4 Boost           | -                     | -                     | + / - 15%  |
|                | Zone 5 Boost           | -                     | -                     | -63 – +192%  |
|                | Zone 6 Boost           | -                     | -                     | -63 – +192%  |
|                | Relay                  | -                     | -                     | NO / NC  |
|                | Bar Graph              | -                     | -                     | Normal/Diagnostic                                  |
|                | Detection Speed        | -                     | -                     | Normal/Expanded                                    |
|                | M Filter               | -                     | -                     | ON / OFF   |
|                | Frequency              | -                     | -                     | 0 - 2300   |
|                | Line Sync              | -                     | -                     | ON / OFF   |
| Access Control | Transmit Configuration | -                     | -                     | ON/ON, ON/OFF, OFF/ON, OFF/OFF                     |
|                | Operator Enable        | -                     | -                     | OFF / ON W-key / ON                                |
|                | Alter Code 1           | -                     | -                     | YES  |
|                | Alter Code 2           | -                     | -                     | YES  |

### 3.2

#### POWER ON / OFF

When you press the OPERATE touchpad for the first time, the READY light appears and the LCD displays the message, GARRETT SECURITY. Press OPERATE again, and the unit will report critical settings and self-test results. The LCD displays the following information, in sequence:

| LCD MESSAGE             | DEFINITION                    |
|-------------------------|-------------------------------|
| 1. S/N #####            | serial number                 |
| 2. VER ###              | software version              |
| 3. SYNC MASTER or SLAVE | synchronization               |
| 4. CHANNEL 1 or 2       | channel selection             |
| 5. PROG: XXXXXXXX       | program selection             |
| 6. BASE SENSE: ###      | base sensitivity setting      |
| 7. SELF-TEST...         | self test in progress         |
| 8. BATT POWER XX%       | strength of battery if in use |
| 9. SELF TEST OK         | self test reveals no problems |
| 10. OPERATE             | resume operate mode           |

### 3.3 SELF TEST

The self-test feature within the unit is in constant operation and will reveal “critical failures” instantaneously. Press the OPERATE/TEST button to display the self-test results on the LCD screen. Should the self-test reveal a problem, a “failure” message will appear (e.g., SYNC FAIL; Refer to Table 6.2 for a list of possible failures and remedies). If the unit is in 24 hour, 7-day a week operation, a manual self-test should be conducted at least once every 24 hour period to check for non-critical failures. The operator should inform the supervisor of any problems that appear on the LCD.

### 3.4 SUPERVISOR AND ADMINISTRATOR LEVEL ACCESS

To log in, the user must press the “ACCESS” touchpad. The unit will prompt the Supervisor or Administrator to enter their password.

### 3.5 DETECTOR SETTINGS

Once their access code has been entered, each user may scroll through the menu items assigned to their particular access level. Some menu items are available as “view only”. The PD 6500i will not allow a user to change any of the “view only” items. To scroll forward through the menu items, use the ACCESS touchpad; to scroll in the reverse order, press the PROGRAM touchpad. Press OPERATE to exit and return to normal operation.

#### 3.5.1 VOLUME

VOLUME shows the current volume setting. The user may use the + / – touchpads to increase or decrease the alarm volume. Note: the minimum volume that can be selected is controlled by the Administrator using the MINIMUM VOLUME setting.

#### 3.5.2 MINIMUM VOLUME

This is an Administrator setting that specifies the minimum volume that can be selected.

#### 3.5.3 COUNTER

A built-in and user resettable traffic counter records the number of patrons who pass through the walk-through. To reset the counter to zero, refer to section 3.5.10. The Counter will roll over to 0 after 999,999.

#### 3.5.4 REAL ALARMS COUNT

This is a “view only” menu item that displays the number of alarms that have occurred. **Note:** The Real Alarms count does not include alarms produced by the Random Alarm feature. The Real Alarms count automatically resets to zero when the count is reset or rolls over.

#### 3.5.5 REAL ALARM %

This is a “view only” menu item that displays the percentage of real alarms divided by patron counts. The Real Alarm % automatically resets to zero when the count is reset or rolls over.

#### 3.5.6 RANDOM ALARM %

This feature provides the ability to randomly alarm on a selected percentage of non-alarming persons. The Random Alarm rate is adjustable from 0 to 50% using the + or – touchpads. If set to 10%, for example, the detector will automatically alarm on 10% of the

persons which would otherwise not have alarmed. Random alarms are indicated by a pulsed alarm audio and zone lights sequencing from top to bottom. The interval of these Random Alarms is randomly distributed among the non-alarmed persons. Note: Random Alarms are not included in the Real Alarms count or Real Alarm %.

For Supervisor ACCESS level, this is a “view only” menu item that displays the current Random Alarm Setting.

### **3.5.7 ADMINISTRATOR COUNT**

ADMIN COUNT is a traffic counter that can be viewed and reset only by the administrator. The Admin Count will roll over to 0 after 999,999.

### **3.5.8 ADMIN REAL ALARMS COUNT**

AD RL ALARMS displays the number of alarms and can be viewed only by the administrator. The Admin Real Alarms Count automatically resets to zero when the Admin Count is reset or rolls over.

### **3.5.9 ADMININSTRATOR REAL ALARM %**

ADMIN ALARM % displays the percentage of real alarms and can be viewed only by the administrator. The Admin Alarm % automatically resets to zero when the Admin Count is reset or rolls over.

### **3.5.10 RESET COUNTER**

RESET COUNT allows the traffic and Alarm counts to be reset.

To reset counters to zero (0), press the + touchpad.

### **3.5.11 SEQUENCE**

SEQUENCE indicates the number of times the system has been accessed via password. This is a “view only” menu item.



### **3.5.12 OPERATING HOURS**

OP HOURS indicates the number of hours the unit has been in operation (i.e. switched on). This is a “View Only” menu item.

### **3.5.13 TONE**

TONE, which indicates the current tone setting, appears on the LCD. The user may use the + / - touchpads to adjust the tone from 1 (bass) to 9 (treble).

### **3.5.14 PACING LIGHTS**

Pacing lights located on the side panels of the entrance side indicate whether or not a patron may enter the walk-through. The green proceed symbol (  ) indicates proceed and the red wait symbol (  ) indicates wait.

PACE LIGHTS, shown either ON or OFF, appears on the LCD. The user may use the + (pacing lights on) / - (pacing lights off) touchpads to set pacing lights.

### **3.5.15 ZONE LIGHTS**

The zone light duration may be adjusted to two, three, or four seconds, or turned off.

The user may press the + / - touchpads to scroll through the options:

ZONE LIGHT: OFF

ZONE LIGHT: 2 SEC

ZONE LIGHT: 3 SEC

ZONE LIGHT: 4 SEC.

### **3.5.16 ALARM TIME**

Sets the duration for audible alarms for 1, 2, 3 or 4 seconds. The user may use the + / - touchpads to adjust the time between 1-SEC to 4-SEC in 1 second increments.

### **3.5.17 IR ANALYSIS**

Infrared sensors have been designed to help prevent false alarms caused by nearby external moving metallic materials such as wheelchairs, elevators, persons possessing metal, etc., and when outdoors by wind causing the unit to rock and then alarm. When IR Analysis is on, the above circumstances will not cause the detector to audibly alarm when no one is passing through the unit. When IR Analysis is off, the unit may audibly alarm under these circumstances even when no one is passing through the unit. Although useful, the IR Analysis is not required for operation and may be disabled if desired.

IR ANALYSIS, shown either ON or OFF, will appear on LCD. Press the minus (–) touchpad to disable or (+) touchpad to activate.

### **3.5.18 COUNT DIRECTION**

CNT DIR is used to select the way in which traffic flow will be counted.

FWD ONLY counts patrons passing in the normal forward direction only; passing in the reverse direction has no affect on count.

REV ONLY counts patrons passing in the reverse direction only and does not count patron passes made in the forward direction.

SUB REV counts patrons passing in the forward direction and subtracts from the count for patrons passing in the reverse direction.

BIDIRECT counts patrons passing in both directions.

### **3.5.19 LANGUAGE**

LANGUAGE, which indicates the current language setting, appears on the LCD. If the user is authorized to change the language setting, the user may scroll through the language selections using the + / - touchpads. Choose from: English, Spanish, Turkish, German, Czech, French, Polish or Italian.

### **3.5.20 RX BALANCE**

RX BAL refers to the balance level of the receiving antennas and is a “view only” item. Any number less than 50 is acceptable. A number greater than 50 will elicit the message, RX BAL #, and the pinpoint lights within the problem zone will illuminate. Should this occur, ensure that there is no large metal object adjacent to the PD 6500i. Then, ensure that the balance number has fallen below 50 and the corresponding pinpoint lights are off. *(Refer to section 6.2 for more help in resolving this issue if necessary.)*

### 3.5.21 SYNCHRONIZATION

Synchronization is factory preset to MASTER. *(Refer to Section 2.3 for a more detailed explanation of synchronization.)*

SYNC MASTER provides the PD 6500i with a self-generated synchronization from the power line.

SYNC SLAVE synchronizes the PD 6500i from a secondary signal on the sync terminal located on the left edge of the transmitter controller board. SYNC, which indicates MASTER or SLAVE, will appear on LCD. The user may use the + / - touchpads to change sync to MASTER or SLAVE.

### 3.5.22 CHANNEL

This feature enables multiple Garrett walk-through metal detectors to operate simultaneously in proximity. Use Channels 1 and 2 when two or more PD 6500i's are operating near each other. *(See Section 2.3.)*

CHANNEL, shown with either 1 or 2, will appear on LCD. The user may use the + / - touchpads to change channel to 1 or 2.

**Note:** If Line Sync is set to OFF, Channel Adjustment is not available.

**Note:** When using any other Garrett walk-through metal detectors with PD 6500i's, use channels A and B to coincide with other Garrett walk-through channels A and B.

### 3.5.23 PROGRAM

PROG, which indicates the current program setting, will appear on the LCD. If the user is authorized to change the program, the user may scroll the menu of programs using the + / - touchpads to find the new program. Stop scrolling when the desired program appears on the LCD. *(Refer to Table 4-2 for a listing and description of programs.)*

### 3.5.24 BASE SENSITIVITY

At higher sensitivity settings, smaller metal objects are detected. Conversely, at lower sensitivity settings, only larger metal objects are detected. Keep in mind that the sensitivity should be set high enough so that the smallest forbidden object (depending on your security needs) can be detected.

BASE SENSE, shown with the current base sensitivity setting, will appear on the LCD. If user is authorized to change the base sensitivity, the user may select from 1-200 using the + / - touchpads. To determine proper sensitivity setting, follow ALARM LEVEL setting instructions in section 3.5.25. *(See Section 3.5.26 for instructions on adjusting sensitivity of individual zones.)*

#### **SPECIAL NOTE**

A final decision on program and base sensitivity settings is the sole responsibility of the end user and must be determined by keeping the purpose of the security application in mind.

### 3.5.25 ALARM LEVEL

Alarm level is a useful installation tool that helps you determine the lowest level of sensitivity required to activate an alarm for a particular metal object. This information can then be used to determine the desired level of sensitivity. Alarm Level is also very useful in evaluating interference and noise levels. Alarm level is a “view only” menu item and is a measurement or readout of the signal level present on the detector.

ALARM LEVEL, followed by the current alarm level reading, will appear on the LCD. The following are examples of the use of alarm level.

#### **Using Alarm Level to determine required sensitivity:**

1. Press the + (plus) touchpad to reset the reading. The reading should reset to greater than 190 (>200 is ideal); otherwise, interference is present.
2. Ensure that you are metal free.
3. Hold the selected test object at the center of your waist.
4. Walk through the metal detector.
5. Note the new alarm level reading.
6. Change the test object's location and/or orientation.
7. Repeat steps one through six several times with the target in various locations until you are satisfied that you've performed enough tests.
8. Choose the highest reading produced by the test object.
9. Return to the base sensitivity menu item and enter the alarm level reading that you chose in Step 8 as the base sensitivity.
10. Confirm the new base sensitivity setting is appropriate by testing the selected test object at varying locations and orientations within the walk-through (alarms should occur with each pass), particularly in critical locations and orientations where you suspect detection is most difficult.
11. If alarms do not occur in the critical locations, preferably increase the zone boost for that location, or increase base sensitivity.

After choosing the base sensitivity, press ACCESS to make another adjustment or OPERATE to resume normal operation.

#### **Using Alarm Level to evaluate interference:**

1. Ensure the detector is not moving and there is no movement of nearby metal or people.
2. Gently press the + (plus) touchpad to reset the Alarm Level reading.
3. Observe the Alarm Level reading for several seconds.
4. Repeat steps 2 and 3 several times to determine the background interference level.
5. It is desired that the Alarm Level numbers remain very close to or greater than 200, indicating small levels of interference.
6. If necessary, try switching off nearby equipment or moving the detector and repeating steps 2 and 3 in order to determine the source and/or location of interference.

### 3.5.26 ZONE SENSITIVITY BOOST

Individually adjusting the sensitivity of the detector's zones helps establish an optimal detection field. The PD 6500*i* contains a total of 33 zones: eleven zones from top to bottom and three zones from left to right. However, for the sake of simplicity in making individual zone adjustments, these 33 zones are consolidated into six adjustable areas from top to bottom. These six adjustable areas are displayed on the walk-through's LCD as Zones 1–6. The 33 zones and their corresponding zone lights are shown in Figure 3-2 on the next page.

Each adjustment is based on a percentage of the base sensitivity. The user may increase or decrease the percentage of the base sensitivity level in 1% increments by pressing the + (to increase) or - (to decrease) touchpads. An adjustment of zero percent means the sensitivity of that area is equal to the base sensitivity.

The zones lights on the detector will light up to indicate the area being adjusted.

The following are a few examples of adjustments for a base sensitivity setting of 150.

ZONE 1= 150+0% (Zone 1 is set to the base sensitivity)

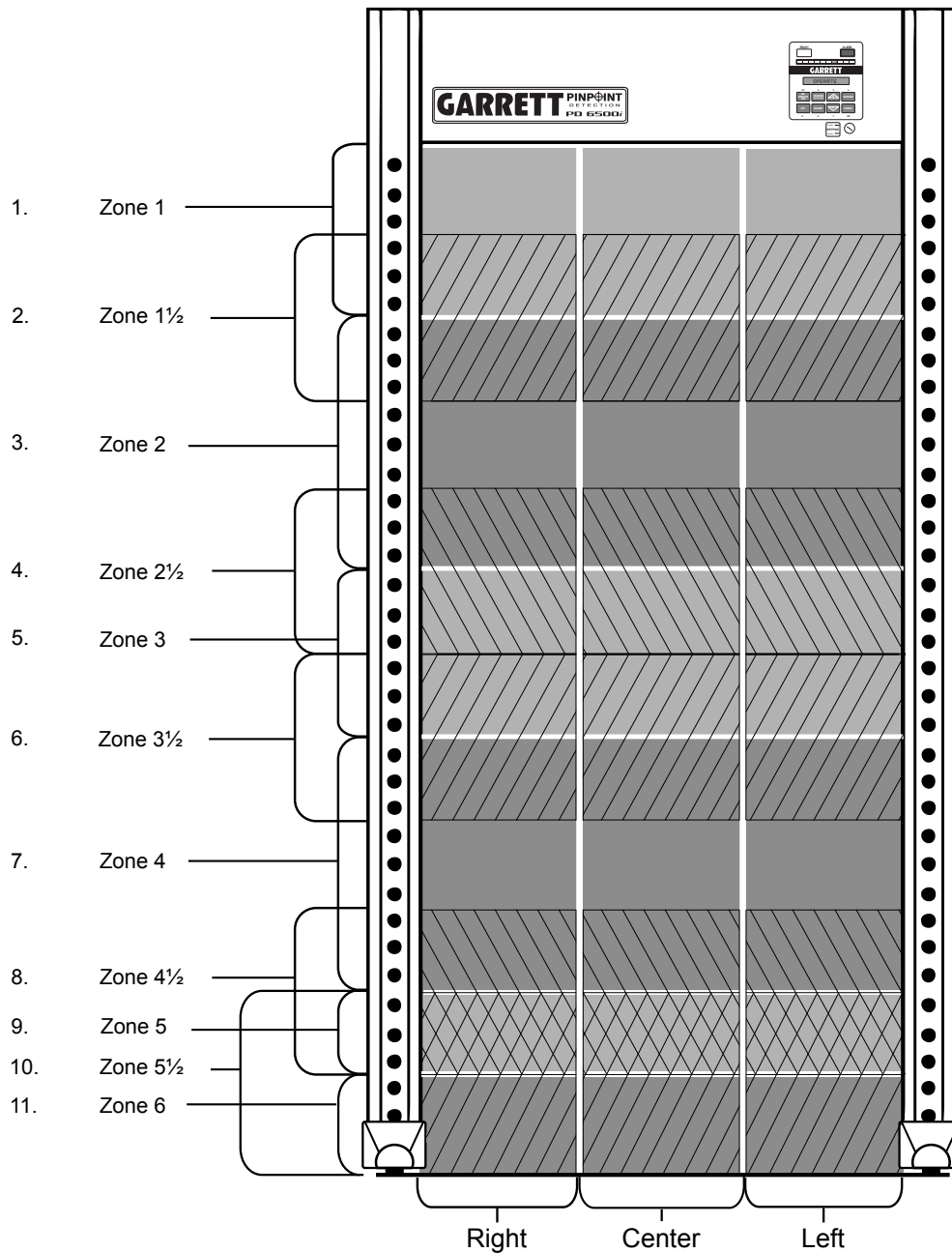
ZONE 3= 150+15% (Zone 3 sensitivity is 15% greater than the base sensitivity)

ZONE 5= 150-15% (Zone 5 sensitivity is 15% less than the base sensitivity)

The adjustment ranges for the zones are as follows:

1. ZONE 1: -64% to + 64% (user adjustable)
2. ZONE 1½: (internally adjusted based on Zone 1 and Zone 2 settings)
3. ZONE 2: -15% to + 15% (user adjustable)
4. ZONE 2½: (internally adjusted based on Zone 2 and Zone 3 settings)
5. ZONE 3: -15% to + 15% (user adjustable)
6. ZONE 3½: (internally adjusted based on Zone 3 and Zone 4 settings)
7. ZONE 4: -15% to + 15% (user adjustable)
8. ZONE 4½: (internally adjusted based on Zone 4 and Zone 5 settings)
9. ZONE 5: -63% to + 192% (user adjustable)
10. ZONE 5½: (internally adjusted based on Zone 5 and Zone 6 settings)
11. ZONE 6: -63% to + 192% (user adjustable)





**Figure 3-2: PD 6500*i* Zones**

- There are 33 total detection zones: 11 from top to bottom (Zones 1, 1½, 2...6) each having 3 separate detection zones to indicate left, center or right side.
- The 11 detection zones from top to bottom are grouped into 6 adjustable areas (labeled as Zones 1-6) in order to simplify the adjustment process for the operator.
- The intermediate zones, such as Zone 1½, Zone 2½, etc. are automatically adjusted internally based on the adjustment settings of Zones 1-6.

### 3.5.27 RELAY

This feature enables the user to change the AC and DC relay circuits to “normally open” (RELAY N/O) or “normally closed” (RELAY N/C) depending on the installation requirements. RELAY, with either N/O or N/C, will appear on the LCD.

The user may use the + / - touchpads to change to N/O or N/C

### 3.5.28 OPERATOR ENABLE

This setting works in conjunction with the “Enable” or “Disable” key position at the Control Panel. It allows the PD 6500i to further protect menu settings from tampering. Settings are as follows on this table:

|                 | Key Position  |   |
|-----------------|---|---|
| Operator Enable | Enable  | Disable                                     |
| ON              | All touchpads are OPERATIONAL                       | All touchpads are OPERATIONAL except ACCESS |
| OFF             | All touchpads are blocked except ON, OFF and ACCESS | All touchpads are BLOCKED                   |
| ON w/Key        | All touchpads are OPERATIONAL                       | All touchpads are BLOCKED                   |

### 3.5.29 ALTER SUPERVISOR CODE (+ TO ALTER CODE 1)

The Supervisor Adjustments code (referred to as CODE 1) is factory preset to 1234. To change it:

1. Press the + touchpad.
2. Enter a new four-digit code.
3. When the LCD prompts, REPEAT CODE, re-enter the new four-digit code. The message, CODE ENTERED OK, should appear. (If the message, INVALID ENTRY, appears, repeat steps 2 and 3.)

### 3.5.30 ALTER ADMINISTRATOR CODE (+ TO ALTER CODE 2)

The Administrator Adjustments code (referred to as CODE 2) is factory preset to 5678. To change it:

1. Press the + touchpad.
2. Enter a new four-digit code.
3. When the LCD prompts, REPEAT CODE, re-enter the new four-digit code. The message, CODE ENTERED OK, should appear. (If the message, INVALID ENTRY, appears, repeat steps 2 and 3.)

### 3.5.31 BAR GRAPH

The LED graphical indicator on the front panel is a visual indicator to provide information about the size of metallic objects passing through the archway and provides an indication when interference from nearby moving objects and electrical sources is present. There are two bar graph settings. Press the + or - touchpads to select the desired setting, as follows:

**Normal** - This default setting is intended for use under normal operation and indicates activity that is significant, relative to the detection setting.

**Diagnostic** - This setting is intended for technical troubleshooting where a more active bar graph is useful for locating and resolving nearby noise sources.

### 3.5.32 DETECTION SPEED

Detection speed refers to the speed at which a metal object passes through the archway. There are two settings for the detection speed. Press the + or - touchpad to select the desired setting, as follows:

**Normal** - This default setting accommodates typical transient speeds ranging from a very slow walk to a very fast walk, which are commonly encountered at security checkpoints and as are specified by known international standards.

**Expanded** - This setting is intended for use in those rare applications where excessive detection speeds are required such as throwing a metal object through the archway. Activating the Expanded Detection Speed setting may increase the level of noise interference.

**3.5.33 MFILTER** - This is a special filter designed to eliminate low-frequency impulse interference such as produced by the refresh pulse of CRT monitors. Set to OFF when attempting to operate the PD-6500i in proximity to non-Garrett walk-through metal detectors. Set to ON when receiving interference from a CRT monitor within 40" (1m). Try both settings to determine which provides the quietest operation.

**Note:** Press + or - touchpads to adjust. Early software versions have this feature set to ON and there is no menu option.

**3.5.34 FREQUENCY** - If Line Sync is set to OFF (*see Section 3.5.29*), then this feature allows the detector's operating frequency to be adjusted. Adjustment of the operating frequency is very useful and often necessary when operating the PD-6500i in proximity to non-Garrett walk-through metal detectors or other environmental noise sources. The Frequency setting can be adjusted from 0 to 2300 using the + or - touchpads.

When using this feature to eliminate interference, start with a low Frequency of 10 to 50. Then, increase the value by about 2 to 3 steps per second. The interference level, as seen on the bar graph, will begin to reduce as you approach a quiet Frequency setting. Systematically step through the first 300 or 400 settings until you find the quietest Frequency. Even though there

are 2300 frequencies available, most noise sources, including other brands of detectors, can be eliminated with a setting between 10 and 400.

In situations where adjacent PD 6500*i* units are operating with Line Sync switched OFF (free-run), select the Frequency for each unit as follows:

- Switch off all units except the first unit which is located at one end of the checkpoint.
- Select a quite Frequency for the first unit, preferably a low Frequency setting (e.g.  $FREQ_{1st} = 11$ ).
- Switch on second unit and set its Frequency 38-40 points higher than first unit (e.g.  $FREQ_{2nd} = 50$ ).
- Switch on third unit and set its Frequency 38-40 points higher than second unit (e.g.  $FREQ_{3rd} = 89$ ).
- For each consecutive unit, continue pattern of setting Frequency 38-40 points higher than previous unit (e.g.  $FREQ_{4th} = 128$ ,  $FREQ_{5th} = 167$ , etc.)
- Note: Operating adjacent units with Line-Sync switched OFF may require increased separation.

**Note:** This adjustment is most effective with M Filter OFF.

**Note:** If Line Sync is set to ON, Frequency adjustment is not available.

**3.5.35 LINE SYNC** - This feature is used to place the detector into free-run operation, thereby allowing adjustment of the operating Frequency. To place detector into free-run operation, set Line Sync to OFF using the + or – touchpads. To place the unit into its normal line-sync'd operation, set Line Sync to ON.

**Note:** Line Sync should normally be set to ON, especially when operating in proximity to other Garrett walk-through metal detectors. Line Sync should be set to OFF (i.e. free-run operation) when operating with non-Garrett walk-through metal detectors or other types of interference sources requiring elimination via Frequency adjustment.

**Note:** If Line Sync is set to OFF, Channel adjustment is not available.

**3.5.36 TRANSMIT CONFIGURATION** - This feature allows the transmitters in each panel to be independently switched on or off. This feature may be useful when attempting to operate within 20" (50 cm) of non-Garrett walk-through detectors (*see illustrations in Section 2.3.4*). Specifically, if the RX panel of the non-Garrett detector is closest to the PD-6500*i*, then it may be necessary to turn OFF the PD-6500*i*'s adjacent transmitter to prevent excessive interference in the non-Garrett detector. If the TX panel of the non-Garrett detector is closest to the PD-6500*i*, then it may be necessary to turn OFF the PD-6500*i*'s distant transmitter to prevent overload of the PD-6500*i* (indicated by warble audio). These are the only situations where one of the PD-6500*i*'s transmitters should be switched OFF. **For all other situations, both PD-6500*i* transmitters should be switched ON.** An LCD reading of "ON TRANSMIT ON" indicates both transmitters are on. Press + or – touchpads to adjust.

**Note:** Switching off the transmitter in either panel does not reduce detection or the ability of the PD-6500*i* to indicate the target's vertical position with its zone lights. However, switching off either transmitter does eliminate the PD-6500*i*'s ability to indicate the target's horizontal position with separate left and right zone lights. With either transmitter switched off, the PD-6500*i* is operating as a single-sided detector. It therefore can not resolve the target's horizontal position, as is the case with conventional, less advanced detectors.

**3.6****FACTORY DEFAULT SETTINGS**

The Garrett PD 6500*i* arrives from the factory with the following default settings:

| <b><u>Function:</u></b>   | <b><u>Value:</u></b>                     |
|---------------------------|--|
| Volume                    | 05                                       |
| Minimum Volume            | 0  |
| Random Alarm %            | 0 %                                      |
| Tone                      | 5  |
| Pacing Lights             | ON                                       |
| Zone Lights               | 2 Sec                                    |
| Alarm Time                | 1 Sec                                    |
| IR Analysis               | ON                                       |
| Count Direction           | Forward Only                             |
| Language                  | English                                  |
| Synchronization           | Master                                   |
| Channel                   | 1  |
| Program                   | Airports                                 |
| Base Sensitivity          | 165                                      |
| Zone 1                    | 0%                                       |
| Zone 2                    | 0%                                       |
| Zone 3                    | 0%                                       |
| Zone 4                    | 0%                                       |
| Zone 5                    | 0%                                       |
| Zone 6                    | 0%                                       |
| Relay                     | Normally Open                            |
| Operator Enable           | ON                                       |
| Supervisor Access Code    | 1234                                     |
| Administrator Access Code | 5678                                     |
| Bar Graph                 | Normal                                   |
| Detection Speed           | Normal                                   |
| M Filter                  | ON                                       |
| Frequency                 | 50 (viewable only when LINE SYNC is off) |
| Line Sync                 | ON                                       |
| Transmit Configuration    | ON / ON                                  |

### 3.7 CODE RESET

Should the administrator access code be forgotten or misplaced, the PD 6500i has a mechanical method for resetting the administrator access code to factory preset code.

1. Open the main cover of the detection unit.
2. Remove the three screws attached to the controller module cover.
3. With power turned on and the unit in Operate mode, press and hold the ACCESS CODE RESET button (on the upper left side of the lower circuit board) for ten seconds. (See *Figure 3-3.*)

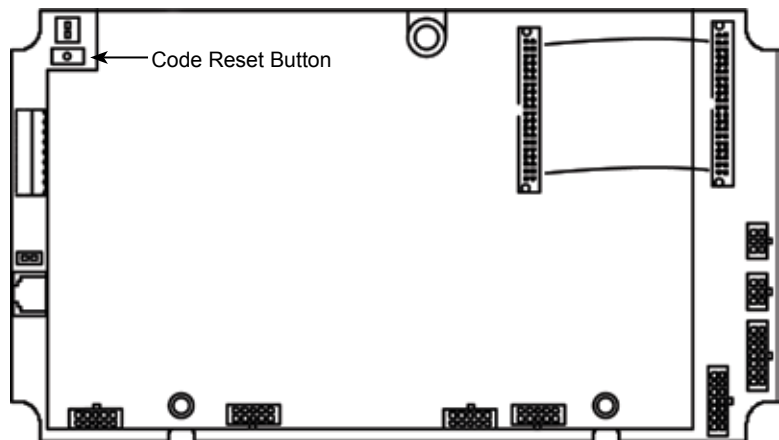


Figure 3-3

#### 4. PROGRAM AND SENSITIVITY SETTINGS

The PD 6500i is shipped with program and sensitivity settings which are suitable for many general security applications. It is important that prior to placing a unit in service that the Administrator determine the specific needs of the installation and make necessary changes to the settings described in Section 3.

The required Program and Sensitivity settings of walk-through metal detectors are dependent on individual security screening requirements and therefore must be the responsibility of the checkpoint Supervisor. Program, sensitivity and zone boost settings should be established at a level that permits the detector to detect the forbidden objects that are expected to appear at a particular screening station. Included in the test procedure should be the requirement that the tester be free of all metallic items, including watches, belts, shoe shanks, cell phones, etc. prior to arming himself with the test objects. A hand-held metal detector can be used to confirm that the tester is “clean” of extraneous metallic items.

Careful determination of Program, Sensitivity and Zone Boost settings is important, since lower than required sensitivity and/or zone boosts settings can decrease the ability of the equipment to detect forbidden objects and higher than necessary settings can result in excessive nuisance alarms that may disrupt traffic flow and decrease effectiveness of the equipment and security operation.

##### 4.1 PROGRAM SELECTION

The PD 6500i is equipped with several programs to address a variety of security needs. A program whose characteristics are appropriate to the application should be selected. Table 4-2 is a list of available programs and information about the characteristics of the programs. Figure 4-1 shows the detection characteristics of the Loss Prevention programs for various metals.

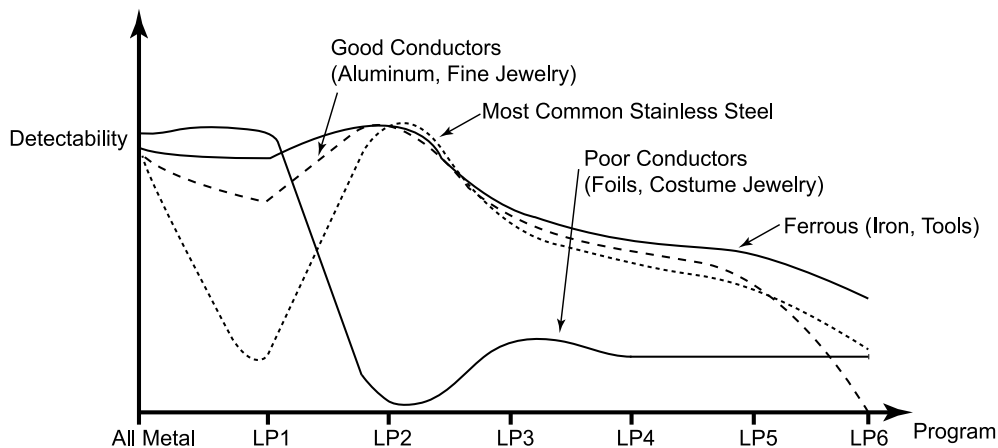


Figure 4-1 All Metal and Loss Prevention Programs

##### 4.2 SELECTING SENSITIVITY AND ZONE BOOST SETTINGS

The procedure described in Section 3.5.19 (Alarm Level) is helpful in determining the required base sensitivity setting for the selected program. This test is often performed with the test objects carried in various orientations near the center of the body. Once the base sensitivity has been established, continue testing at various elevations to make any necessary zone boost adjustments. It is often helpful to return to the alarm level reading to evaluate the effects of the zone boost adjustments. (See Section 3.5.26.)



| PROGRAM   | DESCRIPTION / USE  |
|---|--|
| Airports<br>Schools<br>Courthouses<br>Buildings<br>Special Events   | Designed primarily for detection of guns and other such weapons. Exceeds FAA detection requirements (i.e. FAA3-gun test). Provides excellent discrimination against innocuous items such as coins, keys, jewelry, shoe-shanks, cigarette packs, foil, etc. Recommended for applications requiring general weapons detection while providing high traffic throughput with minimal nuisance alarms.  |
| Airports Enhanced<br>Airports Enhanced - 2<br>AENA-1<br>AENA-2<br>ECAC<br>JCAB<br>STAC<br>Nuclear                                       | Designed for the detection of guns as well as knives and other flat or rod-shaped weapons. Meets the Transportation Security Administration's (TSA) Enhanced walk-through Metal Detector (EMD) requirements and European Airport requirements and exceeds FAA requirements. Provides good discrimination against innocuous items such as coins, keys, jewelry, cigarette packs, foil, etc. Recommended for applications requiring comprehensive detection of guns and knives while providing moderate traffic throughput with low-to-moderate nuisance alarms.   |
| Prisons   | A specialized weapons detection program designed to detect all metals and provide the highest level of security available. Exceeds FAA and TSA detection requirements. Provides no discrimination against innocuous items and is therefore recommended for applications which allow low traffic throughput.  |
| All Metal<br>Loss Prevention 1<br>Loss Prevention 2<br>Loss Prevention 3<br>Loss Prevention 4<br>Loss Prevention 5<br>Loss Prevention 6 | <p>The All Metal and Loss Prevention programs are used to detect metals ranging from conductive to non-conductive and/or ferrous to non-ferrous. The All Metal and Loss Prev1 programs are designed to detect most metals, ferrous and non-ferrous such as jewelry, computer components and most coins. Loss Prev 2 is similar to Loss Prev1 except it is designed to ignore poor conductors, such as cigarette or chewing gum foil and keys. Loss Prev3 to 6 are designed to detect items that are increasingly less conductive and more ferrous (i.e., contain more iron), e.g., Loss Prev3 to 5 detects most weapons; Loss Prev6 is most recommended for detecting steel tools. Low-moderate throughput.</p> <p>See Figure 4-1 for a graph representing detection capabilities of the All Metal and Loss Prevention programs.</p> |
| Alternate   | For use as an alternative under difficult environmental conditions, including electrical interference. A general weapons program that provides moderate discrimination against pocket items while offering the best balanced response to all metals. Meets FAA requirements (i.e., three-gun test).  |

Figure 4-2 - Programs Chart

## **5. OPERATION**

### **5.1 OPERATIONAL TESTING**

#### **5.1.1 OPERATIONAL TEST PIECE**

Actual forbidden objects should be used as targets for initial calibration. Once the detector settings are established it is recommended that a Test Piece be selected which is similar in size, shape and metallic composition to the smallest forbidden object. This Test Piece can be used to generally verify operation on a regular basis without the necessity of having actual weapons on-hand at the screening station.

Garrett offers an optional Operational Test Piece (OTP) that meets the specifications of the U.S. Federal Aviation Administration (FAA) and is a representation of a small handgun. Garrett also offers an optional Flat Test Piece (FTP) which represents a small knife (see Section 8.8.) You may want to consider other test pieces if your screening operation requires detection of objects other than guns and / or knives.

### **5.2 OPERATOR RESPONSIBILITIES**

The Operator must follow the Supervisor's instructions regarding use of the PD 6500*i* and the appropriate response to alarms.

The Operator's ongoing responsibility is to ensure that the PD 6500*i* always operates according to the information displayed on the LCD and to determine the cause of the alarms.

The Operator should ensure that the:

1. PD 6500*i* is always operating properly
2. Program and sensitivity settings are correct by pressing PROGRAM DISPLAY
3. LED bar graph shows minimal interference (two lights maximum)
4. Green READY light is on
5. Operational testing is performed according to the Supervisor's instructions.

#### **5.2.1 READY LIGHT**

The Green READY light must appear before a patron is permitted to enter the walk-through for inspection.

If the READY light shuts off and remains off, the Operator should activate the self test report by pressing the OPERATE touchpad; the results will appear on the LCD. During this time, no one is permitted to enter the walk-through. Traffic may resume only when the READY light reappears and remains on. If the READY light does not reappear or a failure message is displayed on the LCD, the Operator should attempt to resolve the problem or consult the Supervisor.

#### **5.2.2 DIAGNOSTIC PROBLEMS**

As a general rule, the operator should follow the instructions regarding the appropriate response to failures revealed by the self test. However, the operator may be able to remedy the following failures:

**RX OPTIC FAIL:** Ensure the openings for the optical sensor (located inside both side panels at approximately 30" from the floor) are not blocked.

**RX A or B ZN # BAL FAIL:** Ensure there is no large metal object near the PD 6500i.

If the self-test reveals a failure that severely limits or prohibits the PD 6500i's performance, the alarm will sound, the LED display will flash and the message SYSTEM FAILURE will appear on the LCD. The LED will continue flashing until the power is turned off or the failure is remedied.

The Operator should inform the Supervisor of any problems that occur.

### **5.2.3 RESPONDING TO ALARMS**

If a patron triggers an alarm and the alarm light appears, the Operator should instruct the individual to step outside the walk-through and remove any metal objects from their body and/or clothing. The Operator should then either scan the patron with a hand-held metal detector, such as a SuperScanner or SuperWand or ask the person to re-enter the walk-through.

If an alarm sounds after the patron reenters the walk-through, he or she must be re-scanned with a hand-held metal detector.

The pinpoint lights facilitate the screening process by indicating the location of ALL alarmable objects within 33 pinpoint areas. In cases, where there is more than one object, the lights appear in each array that requires investigation. This enables the Operator to know from which area(s) objects require removal and to concentrate on the problem areas when hand scanning, resulting in improved overall security and increased throughput.

## 6. MAINTENANCE / TROUBLESHOOTING

There are several factors that may cause difficulties with the PD 6500i. These can include installation, environmental noise, and program selection, as well as failures of the circuitry. Often a problem can be corrected quickly and easily by using the following information without the need for replacement parts or assistance from the factory or your dealer.

The following sections contain specific information and setup and should be read as part of the troubleshooting procedure:

| <b><u>Procedure:</u></b>         | <b><u>Manual Section:</u></b> | <b><u>Page(s):</u></b> |
|----------------------------------|-------------------------------|------------------------|
| Site Selection & Requirements    | Section 2.1                   | 11–16                  |
| Unit Assembly                    | Section 2.2                   | 16–19                  |
| Self Test                        | Section 3.3                   | 24                     |
| Program and Sensitivity Settings | Section 4, 4.1, 4.2           | 36–37                  |
| Operation                        | Section 5, 5.1, 5.2           | 38–39                  |

*Note:* If you are having difficulties during setup, it may be desirable to return the unit to the factory default settings. (See Section 3.6.)

If the above-listed sections do not take care of a specific problem, sections 6.1–6.3 cover other issues which can commonly affect performance.

### 6.1 LOCATING AND RESOLVING NOISE SOURCES

The PD 6500i uses the latest digital signal processing technologies to eliminate the effects of most external noise sources. However, the high sensitivity required to detect smaller objects may make the equipment susceptible to interference from a variety of external sources. The presence of these noise sources may be recognized through unusual bar graph activity typically spiking into the yellow or red when no one is being screened. The source of the noise may be mechanical or electrical. Two techniques are often helpful in locating external noise sources.

#### 6.1.1 METHOD TO LOCATE CONTINUOUSLY OCCURRING NOISE INTERFERENCE

1. Enable the keypad by switching the TOUCHPAD KEY LOCK to the enable position. (See section 1.3.1.5.)
2. Enter the diagnostic mode by pressing the ACCESS touchpad and then entering the code 8721.
3. Press the ACCESS key incrementally to view the alarm levels for each zone. The numbers on the left and right indicate the ambient noise levels present on the left and right panels for the zone currently being observed. The number in the center indicates the zone currently being observed.
4. The alarm level indicates the peak level of the interference. Press the + key to reset the indicator to allow a new reading. After taking several readings for a given zone, press ACCESS to proceed to the next zone.
5. Observe the alarm levels of each panel for each zone. Lower numbers indicate greater ambient noise. Higher numbers (185–255) indicate low or no external interference. Zones with alarm level numbers approaching or below the selected sensitivity setting

should be investigated. Large differences in the left and right numbers indicate nearby noise sources. Smaller differences in the left and right numbers indicate more distant noise sources.

6. Attempt to identify and resolve noise sources by switching off nearby electrical equipment sequentially while observing changes to the alarm levels. Moving the detector to change the distance or angle from nearby equipment or interference sources in the floor or walls is often found to be helpful.

7. The interference may also be resolved by switching M Filter ON or OFF, or adjusting Frequency. (See Sections 3.5.33–3.5.35.)

#### **6.1.2 METHOD TO LOCATE PERIODIC “SPIKING” NOISE SOURCES**

1. Enable the keypad by switching the TOUCHPAD KEY LOCK to the enable position.

2. Switch the IR ANALYSIS to OFF. (See Section 3.5.17.)

3. Observe the Zone indicators to determine the location of the alarm source.

4. Adjust the BASE SENSITIVITY up or down until only a limited number of zone lights are active. This will indicate the location of the strongest interference. (See Section 3.5.24.)

5. After identifying the location of the strongest interference, investigate possible mechanical or electrical devices that are in the vicinity. Possible sources of interference are moving gates, loose panels on cabinet x-ray equipment, electrical components in nearby equipment. Remember that nearby sources (within a few feet) are likely to cause the zone lights to activate in only one or two zones, often on only one panel. Sources that are farther removed are likely to cause more zone lights to activate.

6. One method to further identify the source of noise is to switch off, disconnect or move equipment suspected of interference. A second method is to temporarily rotate or move the archway to determine an increase or decrease in interference.

7. The interference may also be resolved by switching M Filter ON or OFF, or adjusting Frequency. (See Sections 3.5.33–3.5.35.)

8. Remember to restore the Sensitivity and IR settings prior to placing the equipment back in service.

## 6.2 ERROR CODE TABLE-DIAGNOSTICS

### CRITICAL FAILURES AND NON-CRITICAL FAILURES

Failures are classified as either “critical” or “non-critical”. A critical failure prevents the PD 6500i from operating and must be corrected immediately. When a critical failure occurs, the audio alarm sounds, the overhead display begins flashing and the message, SYSTEM FAILURE, appears on the LCD.

A non-critical failure does not prevent the PD 6500i from operating; however, it should be corrected as soon as possible.

| CRITICAL FAILURES   | NON-CRITICAL FAILURES   |
|---|---|
| <ul style="list-style-type: none"> <li>• TX A or B FAIL</li> <li>• POWER MOD FAIL</li> <li>• RX BOARD FAIL</li> <li>• RX A or B ZN # PK FAIL</li> <li>• CABLE MISCONNECT</li> <li>• DSP FAIL</li> </ul> | <ul style="list-style-type: none"> <li>• NO SLAVE OUTPUT</li> <li>• SLAVE SYNC</li> <li>• AC SYNC or SYNC FAIL</li> <li>• RX or TX OPTIC FAIL</li> <li>• RX A or B ZN # BAL FAIL</li> </ul> |

| Failure         | Possible Failures and Remedies<br>Verify and / or Replace  | Special Note                                   |
|-----------------|--|--|
| TX A FAIL *     | 1. Panel A cables & connectors<br>2. Transmitter control (TX) board<br>3. Panel A                | Ensure line voltage is between 100 and 240 VAC |
| TX B FAIL *     | 1. Panel B cables and Connectors<br>2. TX board<br>3. Panel B                                    |  |
| NO SLAVE OUTPUT | 1. Verify connections to slave unit<br>2. Verify TX board  |  |
| SLAVE SYNC      | 1. Verify connections from master unit<br>2. Verify TX board                                     |  |
| SYNC FAIL       | 1. Power connections to TX board<br>2. Power supply module<br>3. Transmitter control board       |  |
| AC SYNC FAIL    | 1. Make sure AC power is connected   |  |
| TX OPTIC FAIL   | 1. Make sure panel cables and PC Board are plugged in<br>2. IR Emitter board assembly in panel A |  |
| DSP*            | 1. Switch unit off and back on to reset failure<br>2. Replace RX board                           |  |

\* Critical Failure

| <b>Failure</b>    | <b>Possible Failures and Remedies<br/>Verify and / or Replace</b>   | <b>Special Note</b>  |
|-------------------|---|--|
| RX OPTIC FAIL     | <ol style="list-style-type: none"> <li>1. Make sure panel cables and PC board are plugged in</li> <li>2. IR Detector board assembly in Panel B</li> </ol>   | Ensure no blockage of IR beam (of Panel A and Panel B) at waist level of archway   |
| POWER MOD FAIL*   | Power Module  | Ensure line voltage is between 100 and 240 VAC   |
| RXA BOARD FAIL*   | 40-pin cable connection from Board to Board   | Check to see all connectors are properly seated  |
| RX Zn # BAL FAIL  | <ol style="list-style-type: none"> <li>1. Cable and connector to Panel A</li> <li>2. Circuit Board Connects<br/>(# = zone with balance failure)</li> </ol>  | Ensure no large, metal object nearby. If necessary, move object or relocate PD 6500i   |
| RXB Zn # BAL FAIL | <ol style="list-style-type: none"> <li>1. Cable and connector to Panel B</li> <li>2. Circuit Board Connects<br/>(# = zone with balance failure)</li> </ol>  | Ensure no large, metal object nearby. If necessary, move object or relocate PD 6500i   |
| RXA Zn # PK FAIL* | <ol style="list-style-type: none"> <li>1. Panel A cable and connectors</li> <li>2. Circuit Board Connections</li> </ol>   | Ensure no TX A or B FAIL. Ensure no large, metal object nearby. If necessary, move object or relocate PD 6500i   |
| RXB Zn # PK FAIL* | <ol style="list-style-type: none"> <li>1. Panel B cable and connectors</li> <li>2. Circuit Board Connections</li> </ol>   | Ensure no TX A or B FAIL. Ensure no large, metal object nearby. If necessary, move object or relocate PD 6500i   |
| CABLE MISCONNECT* |   | Ensure that the cables are attached to the circuit boards are connected as described in the inside cover of the controller module.                                       |
| POWER OFF FAIL    | <ol style="list-style-type: none"> <li>1. Temporary solution: Press ON button to return to full operation (self test will still indicate failure).</li> <li>2. Permanent solution: Replace TX board.</li> </ol> | This failure does not affect operation or detection while the unit is ON. This failure does not allow proper switch OFF; however, transmitters will properly switch OFF. |

\* Critical Failure



## **6.3 REPAIR**

The PD 6500i's modular design facilitates assembly and maintenance.

If problems are site-related, see Section 2.1 or contact the factory for assistance. Often adjusting or relocating the equipment, or removing nearby objects resolves problems.

If the equipment does not perform properly, contact the factory for assistance.

### **6.3.1 CONTROLLER MODULE**

The controller module, located in the overhead panel, contains all of the circuit boards required for operation. The cables that connect the controller module to the side panels are plugged into connectors at the top of each panel. The controller module cover should not be removed except to:

- Connect wires to remote alarm relays or synchronization circuitry (see Section 7);
- Attach the battery pack module. (see Section 8.1);
- Revert access codes to factory setting (see Section 3.6.);
- Attach remote console or CMA Interface Module.
- Perform a repair.

### **6.3.2 POWER MODULE**

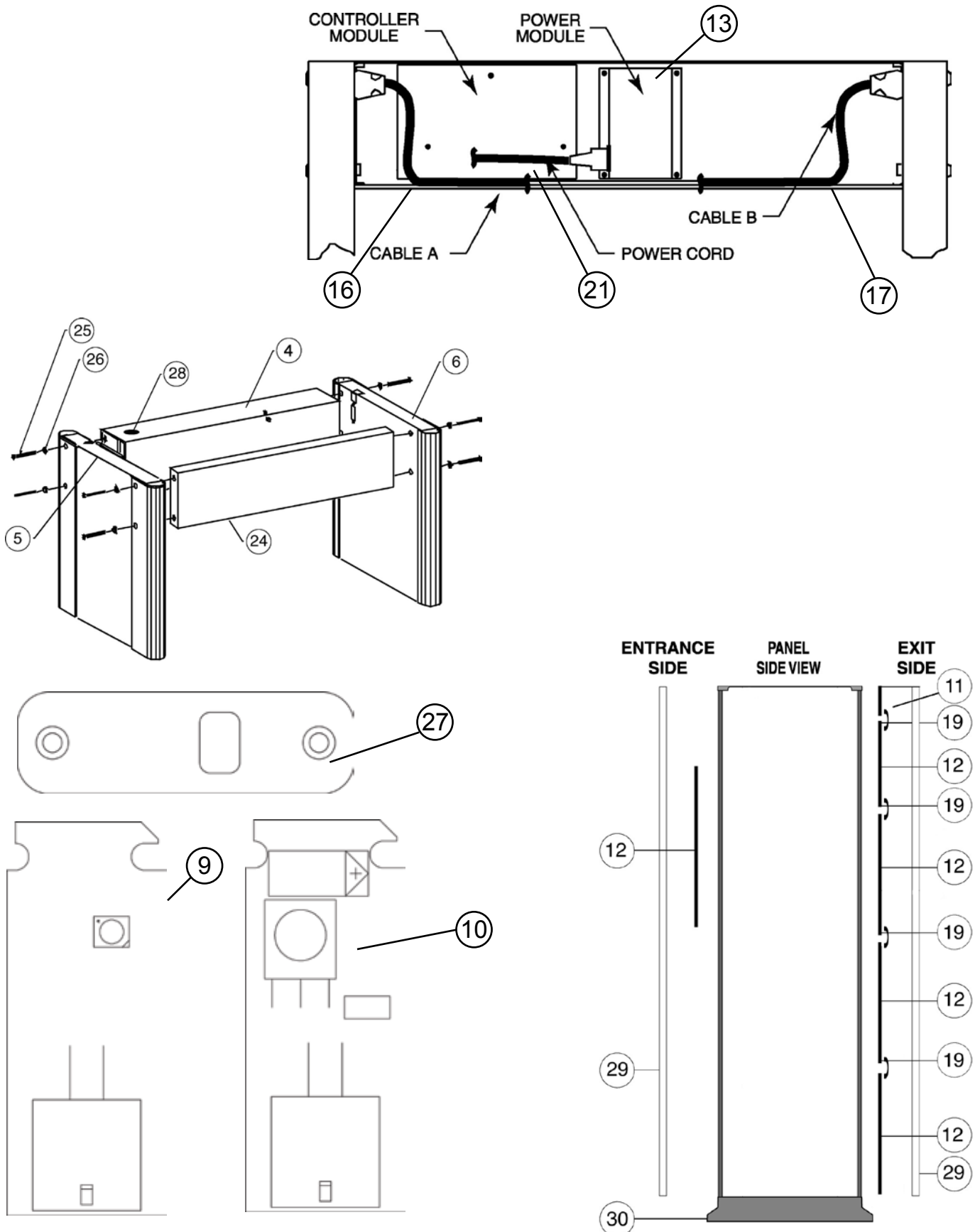
The power module supplies the power required for operation. Ensure that the power cord is plugged into the connector on the lower left side of the module.

## 6.4 Replacement Parts

Replacement parts are available from Garrett. Refer to Table 6-4 and following illustrations to identify parts and part number.

Table 6-4 (Replacement Parts)

| ITEM | DESCRIPTION                        | PART #<br>(Beige Models) | PART #<br>(Gray Models) | QTY |
|------|------------------------------------|--------------------------|-------------------------|-----|
| 1    | Access Code Card                   | 1562300                  | 1562300                 | 2   |
| 2    | User's Manual                      | 1532010                  | 1532010                 | 1   |
| 3    | Video DVD                          | 1532010                  | 1532010                 | 1   |
| 4    | Detection Unit                     | 2233462                  | 2233464                 | 1   |
| 5    | Panel A                            | 2233200                  | 2233201                 | 1   |
| 6    | Panel B                            | 2233350                  | 2233351                 | 1   |
| 7    | TX/Controller Board Pcb Assembly   | 2340503                  | 2340503                 | 1   |
| 8    | RX Pcb Assembly                    | 2340702                  | 2340702                 | 2   |
| 9    | IR Emitter Pcb Assembly            | 2342002                  | 2342002                 | 1   |
| 10   | IR Detector Pcb Assembly           | 2342102                  | 2342102                 | 2   |
| 11   | Light Bar Controller               | 2341112                  | 2341112                 | 2   |
| 12   | Light Bar Slave Set                | 2341212                  | 2341212                 | 2   |
| 13   | Power Supply Module                | 2338612                  | 2338612                 | 1   |
| 14   | Touch panel                        | 9425100                  | 9425101                 | 1   |
| 15   | Speaker Assembly                   | 2404900                  | 2404900                 | 1   |
| 16   | Cable Assembly A Det Unit (Short)  | 2421000                  | 2421000                 | 1   |
| 17   | Cable Assembly B Det Unit (Long)   | 2421150                  | 2421150                 | 1   |
| 18   | Ribbon Cable 40 x 3.5 (Tx-Rx)      | 2416800                  | 2416800                 | 1   |
| 19   | Flex Strip Jumper 20 x 1           | 9433100                  | 9433100                 | 8   |
| 20   | Power Cord 110V 17'                | 9411500                  | 9411500                 | 1   |
| 21   | AC Cord Jumper                     | 9427600                  | 9427600                 | 1   |
| 22   | Power Cord - Euro Plug             | 9421300                  | 9421300                 | 1   |
| 23   | Power Cord - NEMA L5-I5P Locking   | 9411570                  | 9411570                 | 1   |
| 24   | Crosspiece                         | 9968800                  | 9968801                 | 1   |
| 25   | Screw 1/4-20x3                     | 9820400                  | 9820400                 | 8   |
| 26   | Finishing Washer                   | 9820500                  | 9820501                 | 8   |
| 27   | Mount Assembly IR Emitter/Detector | 2400202                  | 2400203                 | 2   |
| 28   | Hole Plug                          | 9832300                  | 9832300                 | 1   |
| 29   | Extrusion Lens                     | 9999200                  | 9999201                 | 4   |
| 30   | Boot                               | 9999900                  | 9999901                 | 2   |
| 31   | Battery Gel Cell 12 V 5 AH         | 9413000                  | 9413000                 | 2   |
| 32   | IC Extractor Tool                  | 1623900                  | 1623900                 | 1   |



**6.5**

**WARRANTY INFORMATION**

Garrett Electronics, Inc. ("Garrett") warrants that each piece of security equipment manufactured by Garrett is protected by the following limited parts and labor warranty for a period of 24 (twenty-four) months (the "Warranty"). During this 24-month period Garrett will inspect and evaluate all equipment returned to its authorized repair station or factory to determine if the equipment meets Garrett's performance specifications. Garrett will repair or replace at no charge to the owner all parts determined faulty. This Warranty does not cover batteries nor any and all failures caused by abuse, tampering, theft, failure due to weather, battery acid or other contaminants and equipment repairs made by an unauthorized party.

THIS WARRANTY IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING THE WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE BUYER ACKNOWLEDGES THAT ANY ORAL STATEMENTS ABOUT THE MERCHANDISE DESCRIBED IN THIS CONTRACT MADE BY SELLERS' REPRESENTATIVES, IF ANY SUCH STATEMENTS WERE MADE, DO NOT CONSTITUTE WARRANTIES, SHALL NOT BE RELIED UPON BY THE BUYER, AND ARE NOT A PART OF THIS CONTRACT FOR SALE. THE ENTIRE CONTRACT IS EMBODIED IN THIS WRITING. THIS WRITING CONSTITUTES THE FINAL EXPRESSION OF THE PARTIES' AGREEMENT AND IS A COMPLETE AND EXCLUSIVE STATEMENT OF THE TERMS OF THIS AGREEMENT.

The parties agree that the Buyers' sole and exclusive remedy against Seller shall be for the repair and replacement of defective parts. The Buyer agrees that no other remedy (including, but not limited to, incidental or consequential damages for lost sales, lost profits, injury to person or property) shall be available to him.

## 7. RELAY OPTIONS

The PD6500i is equipped with solid state switches capable of controlling external alarms, locking devices, video recorders, etc. Several combinations of switching are available to allow control of low voltage AC and DC circuits as well as control of logic inputs. Control is activated when the red Alarm light on the control panel is activated. The control may be configured to normally open or normally close based on menu settings. (See Section 3.5.27.)

### 7.1 AC CONTROL

To control devices which require low voltage AC follow Figure 7-1. The optically isolated triac output is capable of controlling up to 48 Vrms at up to 100 ma. The output is electrically isolated from the ground.

To connect an external alarm, a locking device, a VCR/video monitor or other AC component, follow Figure 7-1. The optically-isolated triac output conducts only when the red Alarm light is illuminated. Control should not exceed 48Vrms and 100mA. The output is electrically isolated from ground.

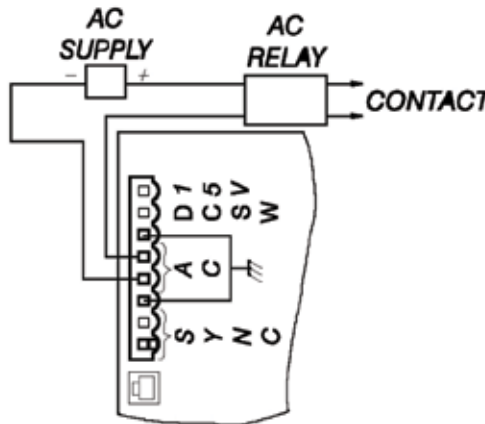


Figure 7-1

#### Procedure:

1. Disconnect from AC power.
2. Open access door of detection unit.
3. Remove the three screws that hold controller cover. Remove the terminal connector.
4. Connect the relay or device to controller circuit board, as shown.
5. Replace terminal connector cover and reconnect power.

### 7.2 DC CONTROL

To control devices which require low voltage DC, there are three options for connection.

Cases 1 (internal power), 2 (external power) and 3 (external logic control) (see Figures 7-2, 7-3 and 7-4) show alternatives to connecting an external device that requires a low voltage, direct current. The output is an open collector configuration that can switch 15V at 100mA or less, including connections to computing devices and other equipment requiring low level DC.

**Procedure for Cases 1 and 2:**

1. Disconnect from AC power.
2. Open access door of detection unit.
3. Remove the three screws that hold controller cover. Remove the terminal connector.
4. Connect the relay or device to controller circuit board, as shown.
5. Replace cover and reconnect power.

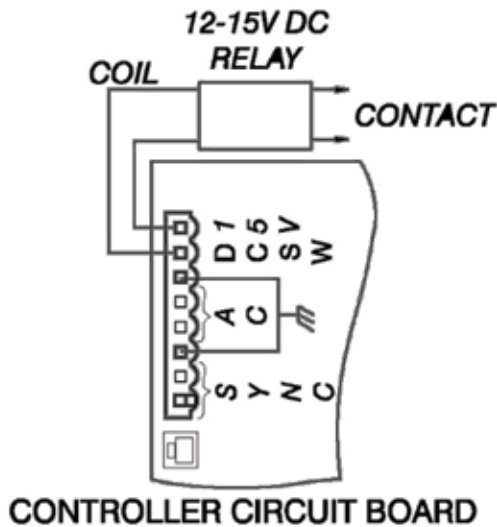


Figure 7-2

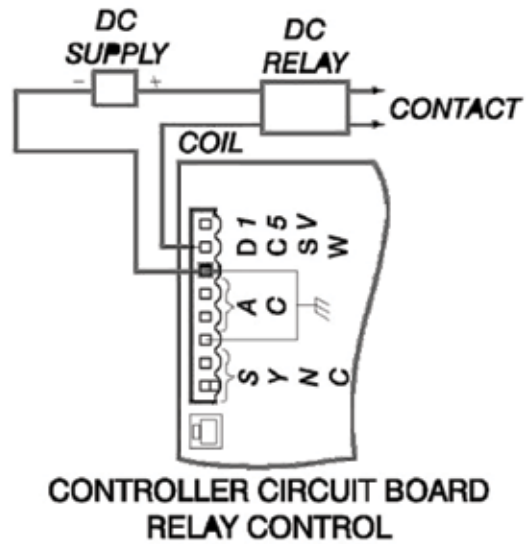


Figure 7-3

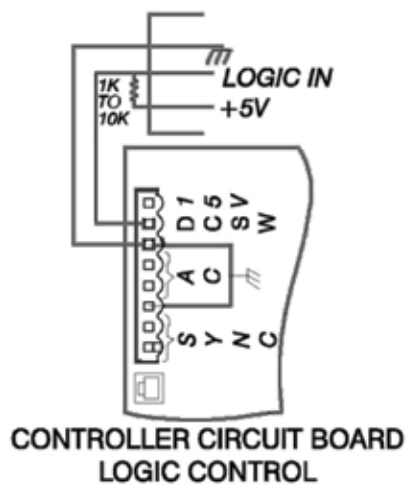


Figure 7-4

**8. ACCESSORIES**

**8.1 BATTERY BACKUP MODULE PN 2225400 (U.S.) and 2225470 (Euro)**

The battery backup module is a field-installable assembly that provides approximately 10 hours of uninterrupted operation. A monitoring circuit ensures the batteries maintain maximum charge without battery damage. An alarm warns the operator when batteries are low.

NOTE: The green ready light rapidly blinks when AC power is disconnected and the unit is operating from battery power.

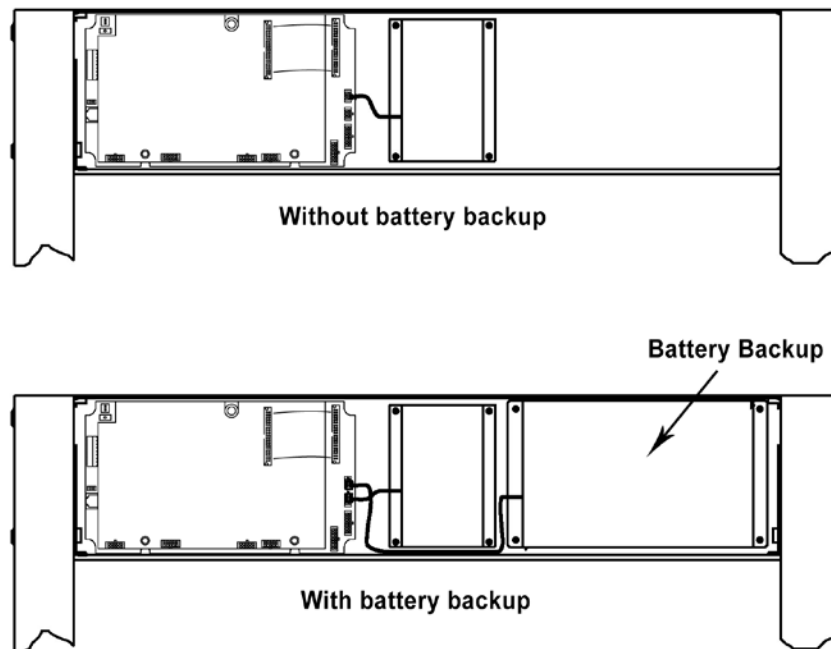


Figure 8-1

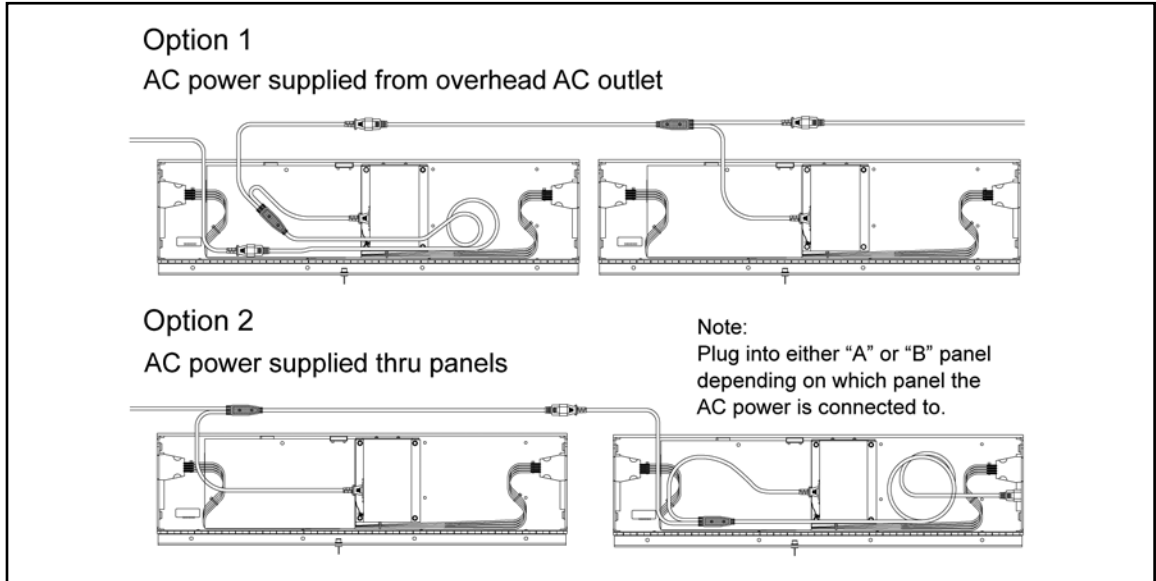
**8.1.1 BATTERY BACKUP MODULE INSTALLATION**

1. Open the access door of the detection unit.
2. Disconnect the AC power plug from the power supply module.
3. Remove the three screws that hold the controller module cover.
4. Remove the four acorn nuts from the package.
5. Install the battery pack module with the acorn nuts.
6. Disconnect the power supply module connector from the controller circuit board.  
(See Figure 8-1.)
7. Reconnect the power supply and battery pack modules. (See Figure 8-1.)
8. Reassemble the system and test.

**8.2 POWER CORD JUMPER - 10'  
PN 9431900**

The Power Cord Jumper is a convenient method of supplying power to multiple units located in close proximity. Cable length allows spacing of up to seven feet between units. Using the

power jumper is an effective method to ensure that nearby units are properly connected to the same power phase. To install, simply remove the rubber grommet in the top of the detection housing and install in series with the power cord jumper. Each PD 6500i requires less than two amperes of current and it is possible to safely connect five or more units to a common electrical outlet.



### 8.3

#### **Desktop Remote Control PN 2266400**

The desktop remote control allows the user to monitor and control the PD 6500i from a remote location. The remote includes a full keypad, LCD Panel, LED bar graph, zone indications, and audible alarm. A 50 foot cable is included as a standard length cable. Cables up to 200 feet are available as a special order from the factory.

Installation requires access to the detection unit housing. Remove the rubber plug in the top of the unit to allow the cable to feed into the housing. Remove the three screws that secure the circuit board cover and connect the cable at the lower left corner of the pcb.





## 8.4 MAGNADOLLY WHEEL TRANSPORTER

The MagnaDolly transporter system may be obtained in two versions. A permanent version is preferred when frequent relocation of the unit is required. A removable version is used when moves are infrequent or when there is a requirement to move multiple units. The removable version requires no modifications to the panels for installation.

### 8.4.1 INSTALLATION OF PERMANENT MAGNADOLLY PN 1169000

Follow installation instructions and use drilling template provided with the MagnaDolly to permanently install upper and lower wheel assemblies, support bar and bracket.



### 8.4.2 INSTALLATION OF MAGNADOLLY QUICK RELEASE PN 1168000

Using a slotted screwdriver, install the upper wheel assembly. Lift the edge of the detector to slip the lower wheel assembly in place.



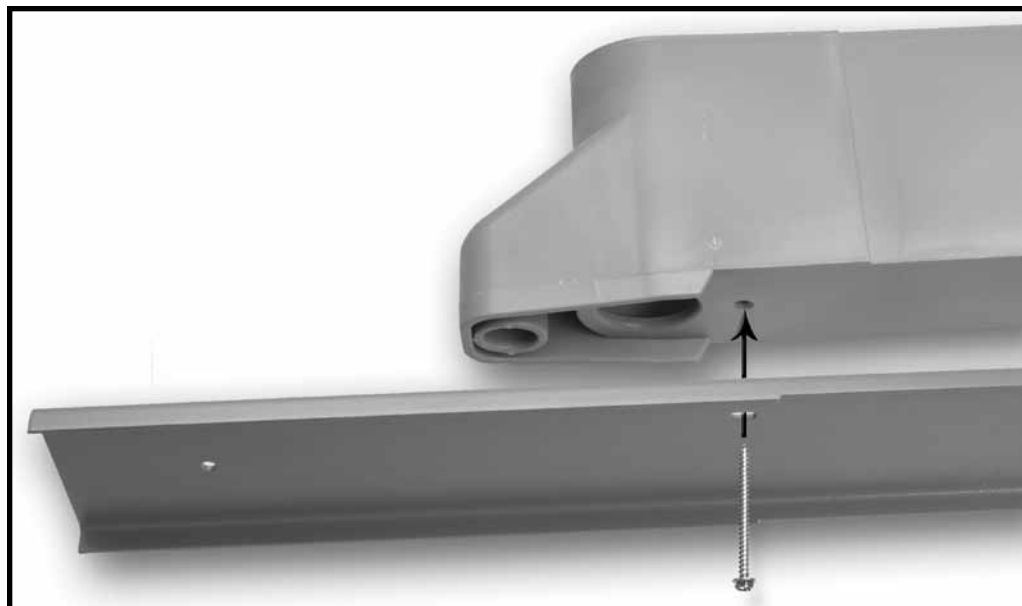
**8.5**      **ADHESIVE FLOOR MOUNTS**  
**PN 1604100**

Adhesive floor mounts may be used to fix the location of the PD 6500*i* to eliminate unauthorized relocation and to protect from tipping. The mounts are intended for smooth floors and eliminate damaging finished floors caused by anchor bolts.



**8.6**      **STABILIZER BARS**  
**PN 1603900**

Stabilizer bars may be used to prevent the PD 6500*i* from tipping over.



## 8.7 CMA MODULE PN 1168310

The CMA Interface Module is used in conjunction with a 10baseT network and a personal computer. It allows control, real-time monitoring and diagnostics from a remote location. The internal memory records all changes to settings and patron traffic and alarm history.

To install the module, first install the short RS485 cable on the circuit board. Attach the CMA module using the screws which attach the circuit board cover. Connect the CMA to a network hub or PC using an appropriate category 5 cable. Follow the configuration instructions supplied with the CMA.



## 8.8 OPERATIONAL TEST PIECE (OTP) and FLAT TEST PIECE (FTP)

### Operational Test Piece (OTP) PN 1600600

OTP is designed by the FAA to represent a small hand-gun.



### Flat Test Piece (FTP) PN 1620570

FTP represents a small knife or box-cutter.







# Garrett *PD 6500i*®

Enhanced Pinpoint Walk-Through Metal Detector

Made in the USA



## Multi-brand compatibility

Can be added to existing checkpoints without having to replace other brand units. Includes multiple channels and 2,300 selectable operating frequencies.

## Optimum Performance

More than 20 standard program settings scientifically engineered to address the needs of airports, courthouses, prisons, schools, facilities, special events, mass transit, loss prevention, and other applications.



## Pacing lights

Universal "wait" and "proceed" symbols at the detector entrance for traffic controls.

## Advanced networking (optional)

Manage walkthroughs individually or as groups and perform statistical analysis via network with CMA interface module. Supervisors can remotely access controls, visual alarms and statistics.

## Directional counter

Four settings for counting patrons: forward only, reverse only, subtract in reverse, and bidirectional.

**PD 6500i**™

Walk-Through Metal Detector

U.S. / INTERNATIONAL

(shown) Gray ■ PN 1168414 / 1168424\*

## ★ Advanced broadband technology

Analyzes targets across a broad range of frequencies for greater accuracy. Provides superior ferrous and non-ferrous detection. Improved discrimination means fewer false alarms and higher throughput.

## ★ More accurate pinpointing

With more than four times the detection coils of competitive models, the *PD 6500i* provides uniform detection and precise pinpointing. Independent zone indicator lights on both side panels identify not only height but also left, center and right locations for one or more objects passing through the archway.

## ★ Dual-sided detection

This unique bilateral technology has transmitters and receivers in each side panel to allow scanning from both sides, resulting in uniform detection throughout the archway. It also provides superior noise cancellation resulting in easier setup (i.e. no need to rotate the unit to avoid interference from nearby equipment such as other metal detectors or x-ray machines).

## Superior versatility

Menu based settings for feature selection such as alarm indication, count method, and language without the use of a computer. Field programmable to allow system upgrades. Multiple units can be installed as close as 2 inches.

## International security standards

*PD 6500i* meets the world's highest test certifications, including the following international airports:

TSA  
(U.S.  
airports)

ECAC  
(European  
airports)

dgac  
STAC  
(French  
airports)

Aena  
(Spanish  
airports)

CJAC  
(Japanese  
airports)

Department for  
Transport  
DfT  
(U.K.  
airports)

OPTIONAL accessory items for the *PD 6500i* can be seen at [www.garrett.com](http://www.garrett.com).

\* Includes Euro Plug.

## Tamper-proof

All settings are secured with a key lock and two levels of access codes. Further security is accomplished with a cabinet lock that prevents unauthorized access to physical cables, connectors and electronics.

## Easy assembly

The *PD 6500i*'s modular design allows for a quick and simple assembly of its four (4) sub assemblies using only eight (8) screws and three (3) internal cable connections.

## Digital Signal Processor (DSP) based technology

DSP provides greater sensitivity, noise immunity, discrimination, detection uniformity, and overall product reliability.

**Regulatory Information:** The *PD 6500i* meets U.S. and international regulatory requirements for electromagnetic safety. Extensive research has found no information that would indicate Garrett products have adverse effects on pregnancy, medical devices (such as pacemakers) or magnetic recording media. However, directives by physicians and medical device manufacturers regarding metal detectors should be followed.  
1554400 REV M, Nov 2016 © 2016 Garrett Electronics, Inc.

# Garrett PD 6500i™

## Enhanced Pinpoint Walk-Through Metal Detector

### Meets the world's highest test certifications

Garrett's PD 6500i is an industry leader with superior pinpoint technology and unmatched discrimination features. This detector has proven its effectiveness at moving high volumes of patrons through such events such as the Olympic Games, World Cup 2010 South Africa, and the Pan-American Games in Mexico.

The PD 6500i has also been trusted to safeguard international airports, hotels, government buildings, and correctional facilities. With its advanced networking and ability to pinpoint targets in 33 detection zones, the PD 6500i is the walk-through of choice for security professionals worldwide.



|                                       |   |
|---------------------------------------|---|
| Standard Programs                     | Over 20 application programs included   |
| Sensitivity                           | Up to 200 distinct sensitivity levels   |
| Zone Indications                      | 33 independent zones  |
| Overhead Control Unit                 | All electronics—LCD, alarm light, LED bar graph, control touch pads—integrated to eliminate wire exposure.  |
| Tamper-Proof Settings                 | Three access levels of security clearance   |
| Self Diagnostic Program               | Complete and automatic  |
| Zone Sensitivity Boost                | Adjustable in six areas   |
| Battery Pack (optional)               | 10-hour or 30-hour backup available   |
| Warranty                              | 24 months, Limited Parts/Labor  |
| Passageway Interior Size              | Width 30" (0.76 m)<br>Height 80" (2.03 m)<br>Depth 23" (0.58 m)   |
| Overall Exterior Size                 | Width 35" (0.90 m)<br>Height 87" (2.21 m)<br>Depth 23" (0.58 m)   |
| Shipping Size                         | Width 35.5" (0.90 m)<br>Height 91.5" (2.32 m)<br>Depth 6.25" (.16 m)  |
| Shipping Weight                       | 165 lbs. (74 kg)  |
| Temperatures                          | Operating: -4° F (-20° C) to +149° F (65° C)<br>Humidity to 95% non-condensing<br>Storage: -40° F (-40° C) to 158° F (70° C)  |
| Power                                 | Fully automatic 100 to 240 VAC, 50 or 60 Hertz, 45 watts; no rewiring, switching or adjustments needed.   |
| Regulatory Information                | Meets international airport standards such as TSA, ECAC, STAC, AENA, CJIAC, DFT. Meets additional standards and requirements such as USMS, NIJ-0601.02, NILECJ. Meets Electrical Safety and Compatibility Requirements for CE, FCC, CSA, IEC, ICNIRP, IEEE. |
| Weatherproofing                       | Meets IP 55, IP 65, IEC 529 Standard for moisture, foreign matter protection  |
| Construction                          | Attractive scratch and mar-resistant laminate. Detection Heads and Support: heavy duty aluminum.  |
| Control Outputs                       | Solid state switches (low voltage AC or DC) for operating external alarms and control devices.  |
| Remote Control (optional)             | Desktop Remote Control with Zone Indication and/or via network with CMA Interface Module.   |
| Networking (optional)                 | Manage individual or groups of walkthroughs and perform statistical analysis of throughput.   |
| Alarm Indicators/Random Alarm Feature | 33 zones, volume-adjustable audible tone, bright LED visual and remote alarms. Random alarm feature; adjustable from 0 to 50 percent.   |



### PD 6500i™

#### Walk-Through Metal Detector

| U.S.A. / International | Description                    | Color |
|------------------------|--------------------------------|-------|
| 1168414 / 1168424*     | PD 6500i 30" IP 55             | Gray  |
| 1168411 / 1168421*     | PD 6500i 30" IP 55             | Beige |
| 1168418 / 1168425*     | PD 6500i 30" IP 65             | Gray  |
| 1168417 / 1168423*     | PD 6500i 30" IP 65             | Beige |
| 1168416 / 1168426*     | PD 6500i EZL† IP 55            | Gray  |
| 1168412 / 1168422*     | PD 6500i EZL† IP 55            | Beige |
| 1168432 / 1168427*     | PD 6500i 32.5"*** IP 55/ IP 65 | Gray  |
| 1168433 / 1168429*     | PD 6500i 32.5"*** IP 55/ IP 65 | Beige |

Other options available.

\* Supplied with Euro plug.

† EZL—Standard 30" clearance with zone lights on both the entry and exit sides, allowing the operator to view the alarmed object from any position.

\*\* 32" ADA-compliant passageway

PD 6500i is an "Approved Product for Homeland Security" under the SAFETY Act.



1.800.234.6151 (USA and Canada)  
1.972.494.6151

1881 W. State Street  
Garland, TX 75042

Email: security@garrett.com

Made in the USA



## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**Checkpoint Security Solutions, LLC**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:

- ☐ Individual/sole proprietor or single-member LLC  
☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ **S**  
**Note.** For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.  
☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any)

Exemption from FATCA reporting  
code (if any)

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)

**1524 Edwards Avenue, Suite #5**

6 City, state, and ZIP code

**Harahan, LA 70123**

7 List account number(s) here (optional)

Requester's name and address (optional)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

|  |  |  |  |   |  |  |  |  |  |  |
|--|--|--|--|---|--|--|--|--|--|--|
|  |  |  |  | - |  |  |  |  |  |  |
|--|--|--|--|---|--|--|--|--|--|--|

or

Employer identification number

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| 8 | 1 | - | 1 | 8 | 7 | 1 | 6 | 4 | 6 |
|---|---|---|---|---|---|---|---|---|---|

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign  
Here

Signature of  
U.S. person ▶

**Darrell Dumestre**

Digitally signed by Darrell Dumestre  
DN: cn=Darrell Dumestre, o=Nota Firm, ou,  
email=dumestre@notafirm.com, c=US  
Date: 2015.02.23 11:47:51 -0500

Date ▶

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.