

**ARKANSAS STATE HIGHWAY AND TRANSPORTATION DEPARTMENT  
EQUIPMENT AND PROCUREMENT DIVISION  
BID INVITATION**

Contract Number:                     H-13-173P                    

**BID OPENING LOCATION:**  
AHTD Equipment and  
Procurement Division  
11302 W. Baseline Road  
Little Rock, AR 72209

**MAIL TO:**  
AHTD Equipment and  
Procurement Division  
P.O. Box 2261  
Little Rock, AR 72203

**DELIVER TO:**  
AHTD Equipment and  
Procurement Division  
11302 W. Baseline Road  
Little Rock, AR 72209

Bid Opening Date:   May 7, 2013   Time:   11:00 a.m.  

Sealed bids for furnishing the commodities and/or services described below, subject to the Conditions on Page 2 of this Bid Invitation will be received at the above-noted mail and delivery locations until the above-noted bid opening date and time, and then publicly opened at the above-noted bid opening location. **Bids must be submitted on this form, with attachments when appropriate, or bids will be rejected. Late bids and unsigned bids will not be considered.**

In compliance with this Bid Invitation and subject to all the Conditions thereof, the undersigned offers and agrees to furnish any and all items upon which prices are quoted, at the price set opposite each item.

Company Name: \_\_\_\_\_

Name (Type or Print): \_\_\_\_\_

Address: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Federal Tax ID or Social Security No.: \_\_\_\_\_

**Signature:** \_\_\_\_\_

Signature must be legible, original (not photocopied) and in ink.  
Unsigned bids will be rejected.

Item No.	Description	Quantity	Unit	Unit Price	Amount
	<p>Supply Contract for furnishing to the Arkansas State Highway and Transportation Department <b><u>SURVEY DATA COLLECTOR AND ACCESSORIES</u></b> according to AHTD Specifications, at pricing set forth on Page 11 of specifications. This contract shall be for the period beginning Date of Award thru April 30, 2014, with an option to renew as mutually agreed.</p> <p>FOB: AHTD – Surveys Division, 10324 Interstate 30, Little Rock, AR 72209</p> <p>Contacts for Technical Information: David Hall (501-569-2535) or Michael Kelly (501-569-2086) Contacts for Bidding Information: Danny Keene (501-569-2674) or Chicita Pate (501-569-2675)</p> <p>The Department is not obligated to purchase any specific quantity or make purchases at any specific time during the contract period. Contract will be awarded based on the sum of Items (1), (4), (5) and (6). Delivery shall be within 45 days after receipt of each order.</p> <p>The Bid Invitation, Specifications and Summary Sheet are parts of the contract and by this reference are incorporated herein as fully and effectively as if set forth in detail herein.</p> <p>It shall be understood that by submission of bid that bidder agrees to the conditions herein specified and, if bid is found acceptable by the Department either in whole or in part, shall consider this bid a contract agreement bound under these conditions. The parties hereto agree that this contract in all things shall be governed by the Laws of the State of Arkansas. Should there be a conflict between conditions printed on reverse side of Invitation to Bid and other conditions stated with Bid Information and Specifications, the latter shall prevail.</p> <p><b>Bid Bond</b> in the amount of \$500.00 required of all bidders at time of bid opening or bid will be rejected. <b><u>Personal and company checks are not acceptable as Bid Bonds.</u></b> See Condition 3 on page 2 of Bid Invitation.</p> <p><b>Performance Bond</b> in the amount of \$1,000.00 will be required of successful bidder prior to providing goods/services. <b><u>Personal and company checks are not acceptable as Performance Bonds.</u></b> See Condition 3 on page 2 of Bid Invitation.</p> <p>Bids and Specifications are available on-line by going to the AHTD Web Site – <a href="http://www.arkansashighways.com">www.arkansashighways.com</a> and clicking on “Commodities and Services Bids/Contracts Information”. Tabulations will also be available at this site within 72 hours after bid opening. If you have any questions, call this office at 501-569-2667.</p> <p><b>TWO SIGNED COPIES OF BID INVITATION MUST BE SUBMITTED.</b></p>				
				TOTAL BID	

## STANDARD BID CONDITIONS

## H-13-173P

1. **ACCEPTANCE AND REJECTION:** The Arkansas State Highway and Transportation Department (AHTD) reserves the right to reject any or all bids, to accept bids in whole or in part (unless otherwise indicated by bidder), to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications where efficiency of operation will not be impaired, and to award bids to best serve the interest of the State.
2. **PRICES:** Unless otherwise stated in the Bid Invitation, the following will apply: (1) unit prices shall be bid, (2) prices should be stated in units of quantity specified (feet, each, lbs., etc.), (3) prices must be F.O.B. destination specified in bid, (4) prices must be firm and not subject to escalation, (5) bid must be firm for acceptance for 30 days from bid opening date. In case of errors in extension, unit prices shall govern. Discounts from bid price will not be considered in making awards.
3. **BID BONDS AND PERFORMANCE BONDS:** If required, a **Bid Bond** in the form of a cashier's check, certified check, or surety bond issued by a surety company, in an amount stated in the Bid Invitation, must accompany bid. **Personal and company checks are not acceptable as Bid Bonds.** Failure to submit a Bid Bond as required will cause a bid to be rejected. The Bid Bond will be forfeited as liquidated damages if the successful bidder fails to provide a required Performance Bond within the period stipulated by AHTD or fails to honor their bid. Cashier's checks and certified checks submitted as Bid Bonds will be returned to unsuccessful bidders; surety bonds will be retained. The successful bidder will be required to furnish a **Performance Bond** in an amount stated in the Bid Invitation and in the form of a cashier's check, certified check, or surety bond issued by a surety company, unless otherwise stated in the Bid Invitation, as a guarantee of delivery of goods/services in accordance with the specifications and within the time established in the bid. **Personal and company checks are not acceptable as Performance Bonds.** In some cases, a cashier's check or certified check submitted as a Bid Bond will be held as the Performance Bond of the successful bidder. Cashier's checks or certified checks submitted as Performance Bonds will be refunded shortly after payment has been made to the successful bidder for completion of all terms of the bid; surety bonds will be retained. Surety bonds must be issued by a surety company authorized to do business in Arkansas, and must be signed by a Resident Local Agent licensed by the Arkansas State Insurance Commissioner to represent that surety company. Resident Agent's Power-of-Attorney must accompany the surety bond. Certain bids involving labor will require Performance Bonds in the form of surety bonds only (no checks of any kind allowed). In such cases, the company issuing the surety bond must comply with all stipulations herein and must be named in the U. S. Treasury listing of companies holding Certificates of Authority as acceptable sureties on Federal Bonds and as acceptable reinsuring companies. Any excess between the face amount of the bond and the underwriting limitation of the bonding company shall be protected by reinsurance provided by an acceptable reinsuring company. Annual Bid and Performance Bonds on file with E & P Division must have sufficient unencumbered funds to meet current bonding requirements, or the bid will be rejected, unless the balance is submitted as set forth above, prior to bid opening.
4. **TAXES:** The AHTD is not exempt from Arkansas State Sales and Use Taxes, or local option city/county sales taxes, when applicable, and bidders are responsible to the State Revenue Department for such taxes. These taxes should not be included in bid prices, but where required by law, will be paid by the AHTD as an addition thereto, and should be added to the billing to the AHTD. The AHTD is exempt from Federal Excise Taxes on all commodities except motor fuels; and excise taxes should not be included in bid prices except for motor fuels. Where applicable, tax exemption certificates will be furnished by the AHTD.
5. **"ALL OR NONE" BIDS:** Bidders who wish to bid "All or None" on two or more items shall so stipulate on the face of bid sheet; otherwise, bid may be awarded on an individual item basis.
6. **SPECIFICATIONS:** Complete specifications should be attached for any substitution or alternate offered, or where amplification is necessary. Bidder's name must be placed on all attachments to the bid.
7. **EXCEPTIONS TO SPECIFICATIONS:** Any exceptions to the bid specifications must be stated in the bid. Any exceptions to manufacturer's published literature must be stated in the bid, or it will be assumed that bidder is bidding exactly as stated in the literature.
8. **BRAND NAME REFERENCES:** All brand name references in bid specifications refer to that commodity or its equivalent, unless otherwise stated in Bid Invitation. Bidder should state brand or trade name of item being bid, if such name exists.
9. **FREIGHT:** All freight charges should be included in bid price. Any change in common carrier rates authorized by the Interstate Commerce Commission will be adjusted if such change occurs after the bid opening date. Receipted common carrier bills that reflect ICC authorized rate changes must be furnished.
10. **SAMPLES, LITERATURE, DEMONSTRATIONS:** Samples and technical literature must be provided free of any charge within 14 days of AHTD request, and free demonstrations within 30 days, unless AHTD extends time. Failure to provide as requested within this period may cause bid to be rejected. Samples, literature and demonstrations must be substantially the same as the item(s) being bid, unless otherwise agreed to by AHTD. Samples that are not destroyed will be returned upon request at bidders expense. Samples from successful bidders may be retained for comparison with items actually furnished.
11. **GUARANTY:** Unless otherwise indicated in Bid Invitation, it is understood and agreed that any item offered or shipped on this bid shall be newly manufactured, latest model and design, and in first class condition; and that all containers shall be new, suitable for storage or shipment and in compliance with all applicable laws relating to construction, packaging, labeling and registration.
12. **BACKORDERS OR DELAY IN DELIVERY:** Backorders or failure to deliver within the time required may constitute default. Vendor must give written notice to the AHTD, as soon as possible, of the reason for any delay and the expected delivery date. The AHTD has the right to extend delivery if reasons appear valid. If reason or delivery date is not acceptable, vendor is in default.
13. **DEFAULT:** All commodities furnished will be subject to inspection and acceptance by AHTD after delivery. Default in promised delivery or failure to meet specifications authorizes the AHTD to cancel award or any portion of same, to reasonably purchase commodities or services elsewhere and to charge full increase, if any, in cost and handling to defaulting vendor. Applicable bonds may be forfeited.
14. **ETHICS:** *"It shall be a breach of ethical standards for a person to be retained, or to retain a person, to solicit or secure a State contract upon an agreement of understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies maintained by the contractor for the purpose of securing business."* (Arkansas Code, Annotated, Section 19-11-708).

**ARKANSAS STATE HIGHWAY  
AND TRANSPORTATION DEPARTMENT**

**NOTICE OF NONDISCRIMINATION**

The Arkansas State Highway and Transportation (Department) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore the Department does not discriminate on the basis of race, sex, color, age, national origin, religion or disability, in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. Nelson, Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501) 569-2298, (Voice/TTY 711), or the following email address: [joanna.nelson@arkansashighways.com](mailto:joanna.nelson@arkansashighways.com).

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

ARKANSAS STATE HIGHWAY & TRANSPORTATION DEPARTMENT  
LITTLE ROCK, ARKANSAS  
EQUIPMENT & PROCUREMENT DIVISION

Contract No. H-13-173P

1. Cooperative Purchasing. Other tax-supported entities\* in Arkansas (cities, counties, state agencies, school districts, etc.) may purchase commodities covered in this Contract on an individual basis under the same specifications and conditions, and at the pricing set forth by each vendor, all at the discretion of each vendor in each case. Prices could be reduced by a vendor for minor alterations in conditions (changing minimum order quantities, etc.) as agreed by both parties, but could not be raised above the contract bid price under any circumstances. Vendors would not be required to sell to any such entity under this Contract, and those entities would not be obligated to purchase from the Contract.

Each entity wishing to purchase from the Contract would make contact directly with the appropriate vendor(s). The Highway Department would remain “out of the loop” for such transactions: all contact, orders, invoices, payments, etc. regarding such transactions must take place exclusively between the tax-supported entity and the vendor. The Department would be held harmless of any and all liability arising from such transactions.

\*Tax-supported entities are defined as those receiving more than half of total funding from appropriated tax funds.

**ARKANSAS STATE HIGHWAY  
AND  
TRANSPORTATION DEPARTMENT**



**BID INVITATION**

**SUPPLY CONTRACT FOR**

**SURVEY DATA COLLECTOR**

**AND ACCESSORIES**

**APRIL 9, 2013**

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## GENERAL INFORMATION

### 1.1 Introduction and Background

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a bid for a Survey Data Collector that is compatible with the AHTD's survey data collection software. The Arkansas State Highway and Transportation Department intends to award a supply contract for a Survey Data Collector.

### 1.2 General Instructions

The evaluation and selection of a contractor will be based on the information submitted in the bid plus references and any required site visits. Bidders shall respond clearly and completely to all requirements

Note: Bids will be rejected for failure to respond completely and as specified in the sections that follow.

## 2.0 BID PROPOSAL ORGANIZATION AND FORMAT

Bids shall be submitted and bound with the following sections.

### (a) Section A - VENDOR DATA SHEET/REFERENCE DATA SHEET.

Include here Attachment A - Reference Data Sheet that has been requested in Section 3.6 in this **BID INVITATION**.

Each vendor must furnish a list of a minimum of four (4) references that will be capable of verifying information supplied by the vendor in their bid. The references must have been supplied the same product requested in this bid invitation by the Department. Vendors shall submit additional Reference Data Sheet forms if they have more than four (4) references. At least one of the references shall be a State Department of Transportation in order to verify similar use of the system for state highway surveys.

### (b) Section B - RESPONSE TO GENERAL REQUIREMENTS.

- Provide a point-by-point response to each and every general requirement specified in Section 3.0 in this **BID INVITATION**.
- Responses to general requirements must be in the same sequence and numbered as they appear in this **BID INVITATION**.
- Responses must indicate that either vendor's bid "complies or exceeds" with specifications or that it "does not comply".
- A succinct explanation of how each requirement can be met or cannot be met must be included.

### (c) Section C - RESPONSE TO TECHNICAL REQUIREMENTS.

- Provide a point-by-point response to each and every technical requirement specified in Section 4.0 in this **BID INVITATION**.
- Responses to technical requirements must be in the same sequence and numbered as they appear in this **BID INVITATION**.
- Responses must indicate that either vendor's bid "complies or exceeds" with specifications or that it "does not comply".
- A succinct explanation of how each requirement can be met or cannot be met must be included.

### (d) Section D - RESPONSE TO PERFORMANCE REQUIREMENTS.

- Provide a point-by-point response to each and every performance requirement specified in Section 5.0 in this **BID INVITATION**.
- Responses to performance requirements must be in the same sequence and numbered as they appear in this **BID INVITATION**.
- Responses must indicate that either vendor's bid "complies or exceeds" with specifications or that it "does not comply".



- A succinct explanation of how each requirement can be met or cannot be met must be included.

(e) Section E - RESPONSE TO SUPPORT REQUIREMENTS.

- Provide a point-by-point response to each and every support requirement specified in Section 6.0 in this **BID INVITATION**.
- Responses to support requirements must be in the same sequence and numbered as they appear in this **BID INVITATION**.
- Responses must indicate that either vendor's bid "complies or exceeds" with specifications or that it "does not comply".
- A succinct explanation of how each requirement can be met or cannot be met must be included.

(f) Section F - ADDITIONAL INFORMATION.

Include additional information that will be essential to an understanding of the bid. This might include diagrams, excerpts from manuals, or other explanatory documentation that would clarify and/or substantiate the bid. Any material included here should be specifically referenced elsewhere in the bid.

(g) Section G - GLOSSARY.

Provide a glossary of any abbreviations, acronyms, and technical terms used to describe the services or products proposed which is not industry standard. This glossary should be provided even if these terms are described or defined at their first use in the bid.

(h) Section H – SUMMARY.

Include here Attachment B – Summary Sheet. Provide a summary with each item being provided by the Vendor including model number, manufacturer name, and quantities as specified in Section 4.2. **This summary sheet must be attached to or included with the bid sheet.** Vendors shall submit additional Summary Sheet forms if necessary.

2.1 Multiple Bids

Multiple bids from a vendor will be permissible. However, each bid must conform fully to the requirements for bid submission. Each such bid must be separately submitted and labeled as Bid #1, Bid #2, etc., on each page included in the response. Alternate plans do not constitute multiple bids.

2.2 Demonstrations

Bidders may be required to install and demonstrate their product(s) and/or service(s) at the Surveys Division of the AHTD. Product(s) being demonstrated must be delivered to that AHTD site. Any demonstration shall be done prior to the bid opening date as shown on the bid invitation. The AHTD will furnish detailed specifications concerning the demonstration site and particular tests it will use to exercise the bidder's product(s) and/or service(s) no later than the date of notification of product demonstration.

Bidders who demonstrate a product(s) and/or service(s) shall also comply with all other requirements as specified in this document.

Failure of a bidder to furnish the product(s) and/or service(s) it has proposed for demonstration within the time constraints of the preceding paragraph will result in rejection of the bid. Failure of any product(s) and/or service(s) furnished by the bidder for the purposes of this demonstration must be identical in every respect to those that will be furnished for acceptance testing under the terms of the Department contract.

### 3.0 GENERAL BID REQUIREMENTS

#### 3.1 Description of Equipment for Survey Data Collector

The AHTD desires to procure a Survey Data Collector for use in survey data collection. The system must be the latest model in current production as offered to commercial trade. The vendor represents that all equipment furnished shall be new. Demonstrator, prototype, and discontinued models or releases will not be accepted. The Survey Data Collector shall be compatible with AHTD's survey data collection software, AHTD-SDMS Collector, which operates on Windows Mobile operating systems, version 5.0 and newer.

The successful bidder shall furnish all parts not specifically mentioned which are necessary for the unit to be complete and ready for operation or which are normally furnished as standard equipment. All parts shall conform in strength, quality and workmanship to the accepted standards of the industry.

#### 3.2 Objectives

The Department's objective is to acquire hardware that will allow data collection with AHTD-SDMS Collector software. The Survey Data Collector and all of the accessories directly relating to its operation shall be manufactured by the same company and are compatible for use together.

#### 3.3 Needs

The Department has a need to collect data using positioning techniques for geodetic, engineering, land, and topographic surveys, as well as construction layout, mapping, and right-of-way staking. All Survey Data Collectors shall be interchangeable and capable to provide uninterrupted ease in data acquisition.

#### 3.4 Organization Capabilities

Describe the firm's experience and capabilities in providing similar services to those required. Be specific and identify projects, dates, and results.

#### 3.5 Staff Qualifications

Provide resumes describing the educational and work experiences for each of the key staff that would be assigned to the project for training and support.

#### 3.6 Bidder References

Bidders must include in their proposals, a list of organizations, including points of contact (name, address, and telephone number), that can be used as references for work performed in the area of service required. Selected organizations may be contacted to determine the quality of work performed, product provided, and personnel assigned to the project. The results of the reference check will be provided to reviewers and used in scoring the written bid. Attachment A - Reference Data Sheet as described in 2.0(a) will be considered your response to this section.

#### 3.7 Summary

The Department has a need to collect data for geodetic, engineering, land, and topographic surveys, as well as construction layout, mapping, and right-of-way staking. Specifically, the Survey Data Collector shall be used in the following manner:

- Survey Data Collector that satisfies the specifications described under Section 4.0. and Section 5.0.

## 4.0 TECHNICAL REQUIREMENTS

Vendors must respond to the technical requirements in this section in accordance with the instructions given in Section 2.0(c) above.

### 4.1 Survey Data Collector

The Survey Data Collector shall include the combination Survey Data Collector and Accessories.

### 4.2 Survey Data Collector Hardware

#### 4.2.1.1 Dimension & Weight

- The unit must be portable and weigh no more than 3 pounds (1.36 kilograms), with batteries
- Unit shall have multiple strap attachment points

#### 4.2.1.2 Power Requirements

- A rechargeable, removable battery shall power each unit
- Run time shall be a minimum of 8 to 10 hours under typical working conditions
- Unit shall charge fully in four (4) hours
- Unit shall include a real time clock that keeps correct time and date

#### 4.2.1.3 Data Ports

- Unit shall include a full size USB Host-A and mini USB Client-B
- A 9-pin RS-232 serial port shall be included on each unit
- There shall be no modification to COM ports to limit use by after-market software

#### 4.2.1.4 Memory and Data Storage

- Unit shall have a minimum of 128 MB RAM
- Unit shall have a minimum internal storage of 2 GB

#### 4.2.1.5 Display

- Unit shall include a VGA or QVGA resistive touch screen color display

#### 4.2.1.6 Keyboard

- Unit shall include a physical keyboard meeting the following requirements
- QWERTY keypad or minimum 26 key alphabetic keypad
- Number pad
- Minimum of four directional buttons
- Minimum of two programmable buttons

#### 4.2.1.7 Processor and Operating System

- Unit shall have a minimum processing speed of 624 Mhz
- Operating system shall be Windows Mobile 6.1 or newer version of Windows Mobile
- Operating system shall support Microsoft .NET Compact Framework (.NET CF)
- Operating system shall support Microsoft SQL Server Compact (SQL CE)

#### 4.2.1.8 Software

- Unit shall include Microsoft Office Mobile software
- Unit shall include interface software for integrated GPS receiver
- Unit shall include Internet Explorer Mobile
- Unit shall be capable of installing and operating after-market software intended for use with a similar operating system
- Unit shall be capable of operating AHTD's survey data collection software, AHTD-SDMS Collector

#### 4.2.1.9 Environmental

- Unit shall meet the following environmental criteria
- IP67 dustproof and waterproof
- Operating temperature -22°F to 140°F (-30°C to 60°C)
- Storage temperature -40°F to 158°F (-40°C to 70°C)

- Tested to meet or exceed MIL-STD 810G for drop, humidity, vibration, altitude, temperature shock, and operating temperature
- 4.2.1.10 Wireless Connectivity
- Unit shall include the following wireless connectivity options
  - Bluetooth wireless technology 2.0+EDR
  - Wi-Fi (802.11 b/g)
  - There shall be no modification to Bluetooth or Wi-Fi connectivity to limit use by after-market software
- 4.2.1.11 Integrated Camera
- Unit shall include an integrated autofocus camera with minimum resolution of 5 MP
- 4.2.1.12 Integrated GPS Receiver
- Unit shall include an integrated GPS receiver with minimum accuracy of 2-4 m with SBAS correction
- 4.2.1.13 Accessories
- The following accessories shall be included with each unit
  - USB communication cable
  - Two stylus pins
  - Hand strap
  - Clear screen protectors
  - Battery
  - Battery charger
- 4.2.1.14 Certifications and Standards
- Each unit shall meet the following certifications and standards.
  - FCC
  - CE
  - IP67
  - RoHS compliant

#### 4.3 Standard of Performance

If requested, the apparent successful vendor meeting all requirements shall demonstrate the use of the proposed hardware and software as a condition of accepting the bid. A standard of performance must also be met for all equipment by performing the function for which it is intended for a period of forty-five (45) consecutive calendar days, beginning at the conclusion of the initial training period.

In the event the equipment does not meet the standard of performance during the initial forty-five (45) consecutive calendar days, the standard of performance test shall continue on a day-by-day basis until the standard of performance is met for a total of forty-five (45) consecutive days. The Survey Data Collector will not be accepted and no charges shall be paid until the performance requirements have been maintained for a period of forty-five (45) consecutive days. If the Survey Data Collector fails to meet the standard of performance after one hundred twenty (120) calendar days from commencement of the performance period, the Arkansas State Highway and Transportation Department may require a replacement system or terminate the contract

## 5.0 PERFORMANCE REQUIREMENTS

Vendors must respond to the performance requirements in this section in accordance with the instructions given in Section 2.0(d) above.

5.1 Survey Data Collector Requirements

Item	Results
Water	Meets or exceeds IP67
Sand and Dust	Meets or exceeds IP67
Temperature Shock	Meets or exceeds MIL-STD-810G
Drops	Meets or exceeds MIL-STD-810G
Humidity	Meets or exceeds MIL-STD-810G
Operating Temperature	Meets or exceeds MIL-STD-810G
Vibration	Meets or exceeds MIL-STD-810G

6.0 SUPPORT REQUIREMENTS

Vendors shall respond to the support requirements in this section in accordance with the instructions given in Section 2.0(e) above.

6.1 Warranty for Survey Data Collector

The successful bidder shall guarantee the Survey Data Collector against defective workmanship or materials for a period of thirty-six (36) months of actual field services, commencing with the successful completion of the standards of performance. Any defect of workmanship, material, or software failure that develops during the first three years of field operation shall be replaced, repaired or corrected at no expense to the Department.

During the last thirty (30) days of the warranty period, the Survey Data Collector will be checked and service personnel will make any necessary adjustments from the company. This service will be performed at the Arkansas State Highway and Transportation Department, Surveys Division, 10324 Interstate 30, Little Rock, AR.

If the vendor's standard warranty is for a period in excess of thirty-six (36) months, the standard warranty shall apply.

The successful bidder shall also provide the loan of an equal Survey data collector free of charge, for repairs that will require more than 48 hours. The loan equipment shall be furnished within 48 hours of notification of need of repair.

6.2 Maintenance Support for Survey Data Collector

The manufacturer of the Survey Data Collector must provide maintenance support. Indicate your maintenance policies with regard to hardware and software problem diagnosis, error resolution and charging policies. The bid response must state in detail the terms and conditions of the maintenance agreement for the proposed Survey Data Collector. Such statements must include but, not be limited to the following: the location and staffing of the closest services point, how preventive maintenance is scheduled, the nature and frequency of preventive maintenance, the size and location of your spare parts inventory, the total size of your maintenance organization and response time for maintenance. Response time on maintenance calls shall be the time between the receipt of a call by the vendor's representative including any answering services, and the arrival, ready for repair work, of the maintenance personnel at the customer's site. State the response time to remedial service that your company is willing to commit to.

6.3 Firmware Upgrades

Within the warranty period, the vendor shall provide any and all released firmware upgrades to the Survey Data Collector at no extra cost. The vendor shall indicate in the bid their method and procedure of supplying and installing firmware.

7.0 ATTACHMENT A – REFERENCE DATA SHEET

FOR VENDER: \_\_\_\_\_

Provide company name, address, contact person, telephone number, and appropriate information of contracted services that are similar to this solicitation document. (Any subcontractor arrangements for the completion of this work shall be listed on a separate bid page.)

**Company Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Services Provided: \_\_\_\_\_

**Company Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Services Provided: \_\_\_\_\_

**Company Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Services Provided: \_\_\_\_\_

8.0 ATTACHMENT B – SUMMARY SHEET

FOR VENDER \_\_\_\_\_

**PRODUCT(S) SUPPLIED:**

LIST ALL ITEMS AS REQUIRED BY THIS BID INVITATION

<u>ITEM NO.</u>	<u>DESCRIPTION MAKE, AND MODEL NUMBER</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>
1.	Survey Data Collector and Accessories	1-4 units	Ea	
2.	Survey Data Collector and Accessories	5-19 units	Ea	
3.	Survey Data Collector and Accessories	20+ units	Ea	
4.	Additional Batteries	1	Ea	
5.	Additional Battery Chargers	1	Ea	
6.	24 Month Extended Warranty (total of 3 years)	1	Ea	
<b>Sum of Items (1), (4), (5), and(6)</b>				

BASIS FOR AWARD OF CONTRACT: Contract will be awarded based on the sum of Items (1), (4), (5), and (6).

Unit Prices for Items (2) and (3) are requested if a price reduction is available with the purchase of multiple units.