

**ARKANSAS STATE HIGHWAY COMMISSION**

**ARDOT - Equipment and Procurement Division**



**REQUEST FOR PROPOSALS (RFP) 21-002R**

**Multibeam Sonar Survey System**

Proposals must be submitted  
no later than 2:00 p.m. CDT

March 24, 2021

No submissions or modifications  
will be accepted after this deadline.

To constitute a valid submission, proposal must:

- (1) Be submitted by the prescribed date and time (Paragraph 2.3),
- (2) Address all the requirements set forth herein, and
- (3) Contain Page 10 completed as indicated.
- (4) Contain Eligible Bidder Certification, Contract and Grant Disclosure and Certification Form and Restriction of Boycott of Israel Certification Form.
- (5) Have Current DFA Illegal Immigrant Contractor Disclosure Certification. (Bidders shall certify online at <https://www.ark.org/dfa/immigrant/index.php>.)

For further information regarding this RFP contact  
Danny Keene, Division Head  
Equipment and Procurement Division  
at (501) 569-2672

**Arkansas State Highway Commission**  
**RFP Number 21-002R**  
**Multibeam Sonar Survey System**

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**ARKANSAS STATE HIGHWAY COMMISSION**  
**Request for Proposals Number 21-002R**  
**Multibeam Sonar Survey System**

**SECTION 1.0 INTRODUCTION**

- 1.1 **Scope of Proposal:** The Arkansas Department of Transportation (ARDOT) is seeking proposals from qualified vendors interested in providing a Multibeam Sonar Survey System. The purpose of this document is to provide interested parties with information to enable them to prepare and submit a bid for a Multibeam Sonar Survey System. The Arkansas Department of Transportation intends to award a contract for a Multibeam Sonar Survey System. To obtain more detailed information about the Arkansas Department of Transportation access the following web link (<http://www.ardot.gov/>).
- 1.2 **Point of Contact:** This Request for Proposals (RFP) is issued by the Arkansas Department of Transportation, Equipment and Procurement Division on behalf of the Maintenance Division, which will be the points of contact for the Department during the submission and selection process. These two Divisions will administer any contract resulting from this RFP. Questions concerning this RFP should be addressed to the ARDOT officials named below:

Questions concerning submission of a proposal in response to this RFP should be addressed to:

Danny Keene, Division Head  
Equipment and Procurement  
Arkansas Department of Transportation  
P.O. Box 2261  
Little Rock, AR 72203  
Phone: (501) 569-2672  
Fax: (501) 569-2679

Questions concerning technical content and requirements of this RFP should be addressed to:

Mike Hill – State Heavy Bridge Maintenance Engineer  
Maintenance Division  
Arkansas Department of Transportation  
P. O. Box 2261  
Little Rock, AR 72203  
Phone: (501) 569-2466  
Fax: (501) 569-2623

Written inquiries are encouraged and will be answered in writing. Oral communications shall not be binding on the Department and can in no way modify the terms, conditions, or specifications of this RFP or relieve the successful vendor of any obligations resulting from this RFP. Proposers are expected to raise any questions they have concerning the RFP document at this point in the RFP process. In the event that it becomes necessary to provide additional clarifying data or information, or to revise any part of this RFP, revisions, amendments, or supplements will be provided to all recipients of this initial RFP and all who have requested information in writing.

- 1.3 **Information Restrictions:** All information received by ARDOT regarding this RFP is restrictive and will not be available before award of the project to the successful vendor.
- 1.4 **Required Bonding: Bid Bond** in the amount of \$1,000 required of all bidders at time of bid opening or bid will be rejected. **Personal and company checks are not acceptable as Bid Bonds.** **Performance Bond** in the amount of 5% of the total awarded to the respective bidders must be furnished within 10 days after receipt of notice of intent to award as a guarantee of delivery in accordance with the specifications and within the time established in the bid. **Personal and company checks are not acceptable as Performance Bonds.**
- 1.5 **Choice of Law & Choice of Forum:** This RFP and any resulting contract shall be governed by and construed in accordance with the laws of the State of Arkansas. Any proceeding relating to any cause of action of any nature arising from or relating to this RFP or contract may be brought only before the Arkansas State Claims Commission.
- 1.6 **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 or 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.”* Ark.Code.Ann. § 19-11-708(a).
- 1.7 **Notice of Non-Discrimination:** The Arkansas Department of Transportation (ARDOT) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, ARDOT 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 McFadden, 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.mcfadden@ardot.gov](mailto:joanna.mcfadden@ardot.gov). This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.

## **SECTION 2.0 PREPARING AND SUBMITTING A PROPOSAL**

- 2.1 **General Instructions:** The evaluation and selection of a Vendor will be based on the information submitted in the proposal plus references. Failure to respond to each of the requirements in the RFP may be the basis for rejecting a response.
- 2.2 **Incurring Costs:** ARDOT may at any time prior to the selection of a vendor reject any and all proposals and cancel this RFP, without liability therefor, upon finding that there is good cause for rejecting all proposals and that it would be in its interest to cancel the solicitation. Further, regardless of the number and quality of proposals submitted, ARDOT shall under no circumstances be responsible for any proposer costs and expenses incurred in submitting a response to this RFP. Each proposer who submits a response does so solely at the proposer’s cost, risk and expense. ARDOT accepts no responsibility for the return of successful or unsuccessful proposals. This RFP in no way obligates ARDOT to select a vendor.

- 2.3 **Time and Place for Submission of Proposals:** Proposers must submit five (5) paper copies of the proposal and one copy in PDF format on a CD, along with all materials required herein for acceptance of their proposal, prior to **2:00 p.m. CDT, on March 24, 2021.** RFP Number should be clearly marked on all packaging containing the proposal.

Mail To:  
Arkansas Dept. of Transportation  
Equipment and Procurement Division  
P.O. Box 2261  
Little Rock, AR 72203

Deliver To:  
Arkansas Dept. of Transportation  
Equipment and Procurement Division  
11302 W. Baseline Road  
Little Rock, AR 72209

Proposers shall submit a Technical Proposal and a Price Proposal, as required and described in this RFP. Proposals shall be segmented into two (2) packages:

Technical Proposal shall be submitted in a sealed package, which identifies the project and the bidder on the outside of the package. Each bidder shall place the words “TECHNICAL PROPOSAL” on the outside of the package.

Price Proposal shall be submitted in a separate sealed package, which identifies the project and the bidder on the outside of the package. Each bidder shall place the words “PRICE PROPOSAL” on the outside of the package.

- 2.4 **Late Proposals:** Proposals received after the date and hour established will be considered late proposals and will be automatically disqualified. Late proposals will be returned unopened.
- 2.5 **Unsigned Proposals:** Page 10 of this RFP must be signed and included with proposal to constitute a valid submission. The signature must be original, in ink (not stamped or photocopied). Unsigned and improperly signed proposals will be automatically disqualified.
- 2.6 **Withdrawing or Modifying Proposals:** A proposal that has been submitted may be withdrawn, modified, or corrected by a proposer prior to the date and time set for submission. Telegrams or letters received before the date set for submission of proposals will be accepted and attached to the proposal, and the proposal will be considered withdrawn, modified, or otherwise changed accordingly. RFP Number should be clearly marked on all packaging/envelopes containing proposal documents. No proposal may be withdrawn, modified, corrected, or otherwise changed after the date and time set for submission.
- 2.7 **Assignment:** No award resulting from this RFP may be assigned, sold, or transferred without the prior written consent of ARDOT. Furthermore, no obligation incurred pursuant to this RFP and resulting contract may be delegated without prior written consent of ARDOT.
- 2.8 **Cancellation of Contract:** The ARDOT reserves the right to cancel any award without recourse upon written notice to the vendor.

- 2.9 **Default and Remedies:** Non-performance of any requirement, term or condition resulting from this RFP shall constitute default. Upon default, the ARDOT shall issue a written notice of default providing a period in which the vendor shall have seven (7) days to cure said default. If the vendor remains in default beyond the seven (7) days, or if the default is repeated during the term of the contract or any extension thereof, the ARDOT may, in its sole discretion, terminate the contract(s) or remaining portion thereof and exercise any remedy provided by law.
- 2.10 **References:** Proposers must submit a list of clients for whom Multibeam Sonar Survey System or similar programs have been performed (see Attachment A). Any references should include a point of contact name, address, and telephone number. Information obtained from reference contacts may be used in determining the successful vendor.

### **SECTION 3.0 PROPOSAL ORGANIZATION AND FORMAT**

#### 3.1 **Response to General Requirements:**

- Provide a point-by-point response to each general requirement specified in Section 4.0 in this RFP.
- Responses to general requirements must be in the same sequence and numbered as they appear in this RFP.
- 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.

#### 3.2 **Response to Technical Requirements:**

- Provide a point-by-point response to each technical requirement specified in Section 5.0 in this RFP.
- Responses to technical requirements must be in the same sequence and numbered as they appear in this RFP.
- 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.

#### 3.3 **Response to Support Requirements:**

- Provide a point-by-point response to each support requirement specified in Section 6.0 in this RFP.
- Responses to support requirements must be in the same sequence and numbered as they appear in this RFP.
- 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.

- 3.4 **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.
- 3.5 **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.
- 3.6 **Reference Data Sheet:** Include here Attachment A - Reference Data Sheet that has been requested in Section 4.6 in this RFP. Each vendor shall furnish a list of a minimum of four (4) references that will be capable of verifying information supplied by the vendor in their bid. Vendors shall submit additional Reference Data Sheet forms if they have more than four (4) references. It is preferable that at least one of the references be a State Department of Transportation (DOT) in order to verify similar situations of State DOTs with the use of the product requested in this bid invitation.
- 3.7 **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. *This summary sheet must be attached to or included with the bid sheet.* Vendors shall submit additional Summary Sheet forms if necessary.

#### **SECTION 4.0 GENERAL BID REQUIREMENTS:**

Vendors must respond to the general requirements in this Section and in accordance with the instructions given in Section 3.0 of this RFP.

- 4.1 **Description of Equipment for Multibeam Sonar Survey System:** The Department desires to procure a Multibeam Sonar Survey System consisting of a multibeam sonar, Motion Sensor, GPS compass, sound velocity profiler, software for data collection/processing, laptop computer, GPS Base Station, and lidar integrated sensor with supporting accessories hereinafter called Multibeam Sonar Survey System. 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 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.
- 4.2 **Objectives:** The Multibeam Sonar Survey System shall comprise of hardware and software in order to allow for data acquisition for underwater bridge inspection/surveys and mapping above water surface terrain. The Department's objective is to acquire more detailed data below the water subsurface upstream, downstream, and beneath bridges in order to distribute more accurate and detailed subsurface bridge surveys with surface terrain to help in viewing orientation. The objective also includes the ability to capture sonar images that assist engineers and inspectors in determining the presence of defects associated with substructure elements of bridges. The Multibeam Sonar Survey System as described in this specification, must meet or exceed the specifications. The Multibeam Sonar Survey System and all the accessories directly relating to the operation of these said items shall be compatible for use together.



4.3 **Needs:** The Department has a need for more accurate Sonar equipment to perform bridge inspection, as well as determine channel scour at bridges in **real time**, while taking the readings; the deepest profile of stream channels; conduct river bottom surveys, submerged cultural features and remnants of historic river crossings; monitor stream channel changes over time at stream restoration and mitigation sites.

The Department has a need to have the latest technology that provides the most cost effective and productive system for the applications and minimum requirements specified.

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

4.5 **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.

4.6 **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 Section 3.0 (3.6) will be considered your response to this section.

4.7 **Summary:** The Department has a need to collect data below the water surface for bridge inspection, engineering and topographic surveys. Specifically, the bidder shall agree to provide the following:

- One (1) Multibeam Sonar Survey System that satisfies the specifications described under Section 4.0. and Section 5.0.
- The Multibeam Sonar Survey System shall include all components listed in Attachment B.

## **SECTION 5.0 TECHNICAL REQUIREMENTS**

Vendors must respond to the technical requirements in this Section and in accordance with the instructions given in Section 3.0 of this RFP.

5.1 **Multibeam Sonar Survey System:** The Multibeam Sonar Survey System shall include a Multibeam Echo Sounder, Lidar Integrated Sensor, Motion Sensor, GPS compass (heading and position device), sound velocity profiler, real time sound velocity probe, GPS Base Station, laptop computer, all accessories, and software for data collection, patch test calibration, and data processing.

The Sonar System must meet the following minimum specifications listed in Table 4.1.

Table. 5.1. Sonar Survey System Requirements

<b><u>Component</u></b>	<b><u>Minimum Specification</u></b>
Swath Width	Capable of up to 180 degrees
Range Resolution	0.01 m
Frequency Range	250 – 650 kHz
Sound Velocity Profiler	Must be integrated with the Sonar sensor

Ping Rate	Capable of up to 50 Hz
Multi-Detect	Must be capable of multi-detect
Operating Temp.	0 to 30 degrees C
Data Integrity	System must be able to target weak returns by amplitude and have option to filter out weak returns.
Inertial Measurement Unit (IMU)	Integrated inside sonar
Positioning system	Auto switch to internal positioning if GPS signal is lost.
Position Accuracy	0.02 m with RTK
Heading Accuracy	0.02 degrees RTK
Pitch/Roll Accuracy	0.02 degrees
Heave Accuracy	0.05 m in real time
Resolution (beam width)	0.5 degree across by 1 degree along
Number of beams	1024
Lidar Accuracy	0.02 m with RTK
Lidar Range	Up to 100 m
Lidar Resolution	0.5 degrees vertical
Positioning System	Must be supported by RTK and must include Survey Base Station if RTK correctional data is not available. Shall be capable of communication with the Trimble R8 RTK system, which the Department currently utilizes.
Lidar Sensor	Must be directly integrated into software and require little to no additional post processing
Lidar Sensor	200,000 points per sec
GNSS Satellites Visibility	GPS, GLONASS, Galileo, BeiDou – if not all of these are available, must state which ones.

## **SECTION 6.0 SUPPORT REQUIREMENTS**

Vendors shall respond to the support requirements in this Section and in accordance with the instructions given in Section 3.0 of this RFP.

- 6.1 **Training for Multibeam Sonar Survey System:** A qualified representative of the manufacturer shall provide instruction in the operation, calibration, and maintenance of the Multibeam Sonar Survey System at no extra cost. This instruction shall be provided to personnel of the Department's choosing. The purpose of the instruction shall be to

train the staff with the features, operation, calibration and maintenance of the Multibeam Sonar Survey System.

The training is to be scheduled no later than thirty (30) calendar days after delivery of the Multibeam Sonar Survey System. The training shall be of a level to prepare users to properly use equipment with minimal questions going forward. In person training shall be at a minimum of 2 days. At the conclusion of training, all trainees should be able to operate the Multibeam Sonar Survey System in all normal production modes.

The vendor shall provide a proposal on the training and include, but not necessarily limited to, the following:

- Topics of instruction.
- Format of training (i.e. how will the training be presented).
- Number of days of training

6.2 **Warranty for Multibeam Sonar Survey System:** The successful bidder shall warranty the Multibeam Sonar Survey System 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, which develops during the first 36 months 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 Multibeam Sonar System will be checked by the successful bidder's service personnel will make any necessary adjustments.

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

*NOTE: The successful bidder shall have a certified in-house repair facility capable of doing all authorized manufacturer in-house warranty work and repairs, with minimal delay, and at no cost to the Department during the warranty period. A letter of certification from the manufacturer as an authorized repair facility to perform warranty services, maintenance, and repair work shall accompany the bid.*

6.3 **Maintenance Support for Multibeam Sonar Survey System:** The manufacturer of the Multibeam Sonar Survey System shall provide maintenance support. Indicate your maintenance policies about hardware and software problem diagnosis, error resolution and charging policies. The bid response shall state in detail the terms and conditions of the monthly maintenance agreement for the proposed Multibeam Sonar System. Such statements shall include but not be limited to the following:

- The location and staffing of the closest service point;
- How preventive maintenance is scheduled;
- The nature and frequency of preventive maintenance;
- 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 for remedial service.

An on-call service for trouble-shooting during operation is preferred.

- 6.4 **Firmware and Software Upgrades:** Within the warranty period, the vendor shall provide at no extra cost all released firmware and software upgrades to the Multibeam Sonar Survey System. The vendor shall indicate in the bid their method and procedure of supplying and installing firmware and software.

Vendor must supply a detailed description of software fees and updates over a 5-year period not included in the initial bid price. Vendor must supply a software maintenance plan for this period.

**SECTION 7.0 PRICE PROPOSAL**

- 7.1 **Pricing:** Proposers must submit complete Multibeam Sonar Survey System in accordance with the requirements of this RFP, including one lump sum cost.

**SECTION 8.0 EVALUATION AND AWARD**

- 8.1 **Evaluation:** Proposals will be evaluated on the following criteria and the ability to best meets the needs of the Arkansas Department of Transportation, along with pricing:

No.	Evaluation Criteria	Max Points
1	Response to General Requirements	25
2	Response to Technical Requirements	40
3	Response to Support Requirements	20
4	References	15
	Maximum Total Points	100

- 8.2 **Award:** Any award will be made based upon the evaluation of all proposals received in response to this solicitation and the determination of the proposal or proposals considered to be the most advantageous to the Department (Best Value Selection). Each eligible proposal will be rated and given a qualitative score, using the above evaluation criteria. Each vendor’s proposed price will be divided by their qualitative score to obtain an “adjusted price”. The vendor selected will be that vendor whose “adjusted price” is lowest, for the “Best Value Selection”. ARDOT reserves the right to accept or reject in whole or in part, any and all proposals submitted, to waive any minor technicalities, when it is in the best interest of the Department; and to negotiate the terms of the contract, including the award amount, with the selected proposer.

**Arkansas State Highway Commission  
Request for Proposals Number 21-002R  
Multibeam Sonar Survey System**

**This Page MUST be completed, properly signed, and returned for proposal to be considered.**

**SECTION 9.0 OFFER AND ACCEPTANCE**

**9.1 Offer:**

I, the undersigned, affirm that this proposal is made on behalf of the below-named individual/company, for whom I have legal authority to commit to the terms and conditions set forth in the RFP and this response, to which I/we agree to be bound if this proposal is found acceptable by the ARDOT; and that this proposal is made without any collusion or coercion on the part of any person, firm, corporation or other entity.

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

Representative: \_\_\_\_\_ City: \_\_\_\_\_

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

E-Mail Address: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(Must be legible, original, and in ink, no photocopies)**

**9.2 Acceptance: (FOR ARDOT USE ONLY)**

Accepted: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

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: \_\_\_\_\_

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

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

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

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

ATTACHMENT B – SUMMARY SHEET

FOR VENDOR: \_\_\_\_\_

**PRODUCT(S) SUPPLIED:**

LIST ALL ITEMS AS REQUIRED BY THIS BID INVITATION

(Use as many sheets as necessary)

<u>Item</u>	<u>Components</u>	<u>Quantity</u>	<u>Component Make and Model</u>
a.	Multibeam Echo Sounder	1	
b.	Motion Sensor	1	
c.	Timing Device	1	
d.	GPS Compass Module	1	
e.	GPS Antenna	2	
f.	Software for Collection, Sonar & Lidar	1	
g.	Software for Processing, Sonar & Lidar	1	
h.	Mounting Equipment/Supports	1	
i.	Complete Cable Set	1	
j.	Carrying Case	1	
k.	Extended Warranty	1	
l.	Lidar Sensor	1	
m.	Computer w/software installed	1	
n.	GPS Base Station	1	

## ELIGIBLE BIDDER CERTIFICATION

The Bidder represents and warrants for itself, its employees and its subcontractors and certifies they:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a three-year period preceding this Bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph two (2) of this Certification;
4. Have not within a one-year period preceding this application/Bid had one or more public transactions (Federal, State, or local) terminated for cause or default; and

The Bidder represents, warrants and acknowledges the understanding that restrictions placed on the employment of labor or on the scale of pay for the work on a contract will be the requirements of the Fair Labor Standards Act (Federal Wage-Hour Law) of 1938, 28 USC §201 et seq., and other applicable labor laws.

The person executing this Certification further represents, warrants and affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 USC §3801 et seq. are applicable thereto.

\_\_\_\_\_

BIDDER NAME

BY: \_\_\_\_\_

Signature

TITLE: \_\_\_\_\_



## CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: \_\_\_\_\_ SUBCONTRACTOR NAME: \_\_\_\_\_

Yes  No

IS THIS FOR:

TAXPAYER ID NAME:  Goods?  Services?  Both?

YOUR LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ M.I.: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_ COUNTY: \_\_\_\_\_

**AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:**

### FOR INDIVIDUALS\*

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark ( ✓ )		Name of Position of Job Held <small>(senator, representative, name of board/ commission, data entry, etc.)</small>	For How Long?		What is the person(s) name and how are they related to you? <small>(i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.)</small>	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Relation
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

None of the above applies

### FOR AN ENTITY (BUSINESS)\*

Indicate below If any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark ( ✓ )		Name of Position of Job Held <small>(senator, representative, name of board/ commission, data entry, etc.)</small>	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)	Position of Control
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee								

None of the above applies

## Contract and Grant Disclosure and Certification Form

*Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.*

**As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:**

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.

2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.

3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

Signature _____	Title _____	Date _____
Vendor Contact Person _____	Title _____	Phone No. _____

Agency Use Only				
Agency Number _____	Agency Name _____	Agency Contact Person _____	Contact Phone No. _____	Contract or Grant No. _____

# RESTRICTION OF BOYCOTT OF ISRAEL CERTIFICATION

Pursuant to Arkansas Code Annotated § 25-1-503, a public entity **shall not** enter into a contract valued at \$1,000 or greater with a company unless the contract includes a written certification that the person or company is not currently engaged in, and agrees for the duration of the contract not to engage in, a boycott of Israel.

By signing below, the Contractor agrees and certifies that they do not boycott Israel and will not boycott Israel during the remaining aggregate term of the contract.

If a company does boycott Israel, see Arkansas Code Annotated § 25-1-503.

Bid Number/Contract Number	
Description of product or service	
Contractor name	

Contractor Signature: \_\_\_\_\_  
Signature must be hand written, in ink

Date: \_\_\_\_\_