



Automotive Resources International

## SEALED BID

BUYER: KRISTA FERREL-FILE 21

RFQ. NO.: FLT120

BID OPENING DATE: 2/21/12

BID OPENING TIME: 1:30 PM

Submitted by:  
Heather Odean  
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Automotive Rentals, Inc.  
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2012 FEB 21 PM 12:05

WV PURCHASING  
DIVISION

Driven.





## Executive Summary

The ARI team thanks the State of West Virginia for the opportunity to respond to RFQ FLT12006 Automatic Vehicle Location Services. ARI is proud of the current partnership we have in place with the State and looks forward to the opportunity to expand this partnership to include an integrated telematics solution.

ARI partners with several telematics providers in the industry; we believe our partner, Networkfleet offers the best fit for the State. We are also proposing a standalone data integration option should you choose to select another provider. The data integration option will integrate the telematics provider's data into ARI *insights*® to correlate with all of your other fleet related data, providing a single source for all of your fleet reporting needs. The data integration option is also included with the solutions that we are proposing in this response.

### ARI's Telematics Partner Program

ARI's program consists of both Solution Providers and Integration Partners. The current solution partner is Networkfleet®. A Solution Partner is part of a bundled service with one contract through ARI. Integration Partners consist of providers such as Xata Corporation, Trimble® and BSM Wireless® but require two contracts for our customers; one with the provider, and one with ARI.

The Partner Program is used by ARI's Technology Advisory Team, who monitors trends in the telematics industry, investigates potential vendors, and then recommends solutions to our clients based on their specific business needs. Instead of trying to sell a piece of technology, we take the time to fully understand what business issues our clients are trying to solve through telematics and then recommend a solution that will address those problems.

Our telematics strategy includes the following phases:

- **Discovery Phase** – ARI's Technology Advisory Team will meet with you to fully understand what issues and concerns you want to address with a telematics solution.
- **Scope of Work** – Once we fully understand your business objectives, we will work with you to develop a Scope of Work that clearly outlines your requirements.
- **Due Diligence** – ARI will either recommend one or more of our current partners that we feel are a good fit for your requirements.
- **Establish Data Integration and Analytics** – Our Technology Advisory and IT teams will work with you and the selected vendor(s) to create an integration strategy that will allow us to gather data from the telematics devices and feed it into ARI *insights* so it becomes actionable information that will empower you to improve compliance, mitigate risk, and reduce costs across the fleet.
- **Proof of Concept / Pilot Program** – ARI recommends starting with a pilot program and discuss expanding it to more vehicles or divisions of the fleet.





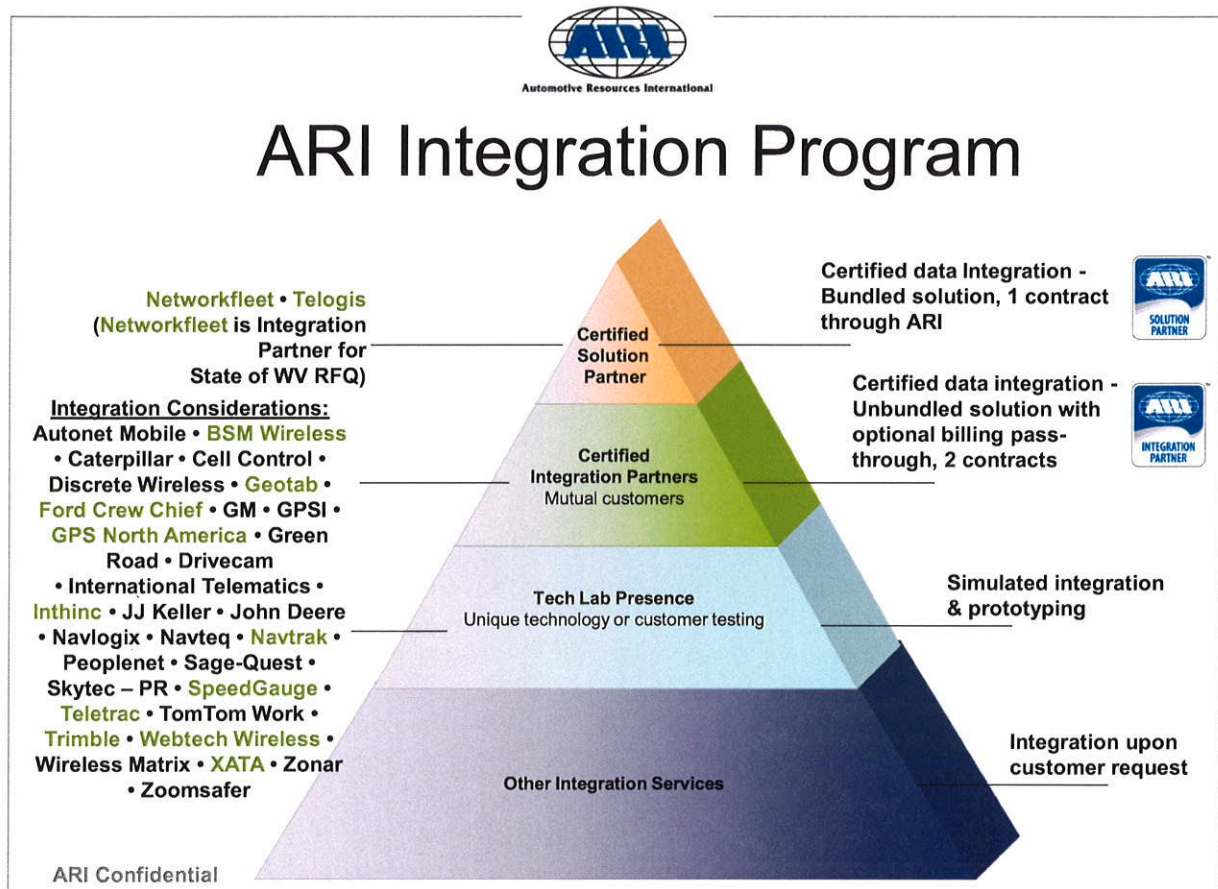


- **Expand Program** – We will meet with you to review the progress of the pilot program to ensure the selected solution fully meets your needs.

## Telematics Data Integration

ARI uses a variety of methods for integrating data from other providers, depending on their capabilities and the client's needs. We have integrated data via flat file transfers from multiple telematics vendors and matched up fields for end-user reporting purposes. ARI has also developed direct, real-time data interaction with telematics providers that provide web services interfaces to their data.

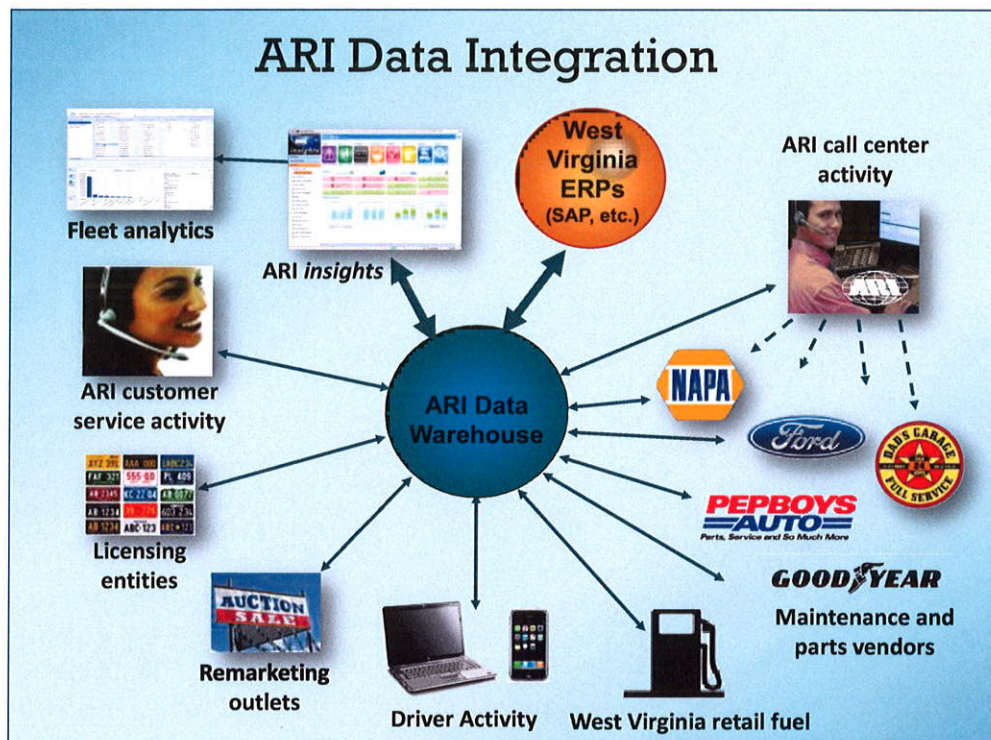
ARI has developed a single normalized view of fleet related telematics data and can accept data from nearly any provider in the format and method of their choice and stores it in our data warehouse in this normalized format. This approach to integration allows us to provide a single set of dashboard alerts, key performance indicators and reports that present a consolidated view of telematics information regardless of the vendor(s) used.



Note: Providers in green - Integration complete or in process

## ARI insights

To transform captured data into a meaningful, actionable management tool, ARI has designed a **single-source fully integrated program**. The State of West Virginia can view telematics and fleet management data through ARI's web-based fleet management system, *ARI insights*. Complete integration gives you the ability to track, optimize routing, and manage your vehicles. The administration tools are sophisticated but extremely user-friendly and the comprehensive report series can be printed e-mailed, or exported to an Excel spreadsheet.



## Telematics Reporting

Based on the data received from your telematics provider, ARI can customize reports based on any of the collected data. We can create actionable reports, exception reports and other formats that go beyond merely providing a large amount of data detail.

Our experience and understanding of the telematics providers' systems and integration capabilities will allow us to provide standard dashboard alerts showing diagnostic trouble code notifications, idle time violations, speeding violations, vehicles not reporting, deceleration and excessive RPM violations. This is a minimum set of standard dashboard reports and further discussions with your telematics provider may yield a more comprehensive list of capabilities.







ARI can push telematics reports & alerts on a daily and weekly basis. Every day, an Excel file is automatically emailed to business line managers reporting on the previous day's activity and shows by vehicle.

- Territory
- Driver's name
- Distance traveled
- Number of stops
- Maximum speed
- Work time
- Time of the first stop
- Time of the last stop
- Overdue preventive maintenance
- After-hours usage
- Diagnostic Trouble Codes
- Possible Fuel Fraud based on GPS location

## Telematics Savings

Telematics data can help lower the State of West Virginia's maintenance costs, optimize the productivity of vehicles and improve the quality of your fleet programs:

- Timely preventive maintenance monitoring based on true odometer readings
- Alerts to impending maintenance problems
- Improved fuel consumption after identifying idling patterns, acceleration trends and route optimization
- Reduced liability by addressing driving behavior such as speeding, hard breaking & cornering
- Eliminate unauthorized vehicle use beyond territorial and work hour limits

ARI's proven Partnership Approach – founded on a thorough understanding of the needs of even complex fleets – permits us to marshal the industry's most tenured consultants, truck specification and application experts to deliver **the most cost-effective telematics solution without being limited to a single product line.**

## What Telematics Can Manage

**IFTA/IRP:** Through the use of telematics, ARI can easily track and manager vehicles subject to International Fuel Tax Agreement (IFTA) and International Registration Plan (IRP) regulations.





Capturing data for these vehicles ensures accurate mileage reporting and correct payment of applicable taxes. Avoiding costly fines maximizes savings for your fleet.

**Maintenance Management:** Telematics can supply diagnostic trouble code data that will in turn provide alerts to fleet managers and drivers through ARI *insights* for impending maintenance programs. This data makes the vehicle maintenance and repair process flow more smoothly and saves on downtime. It also saves in repair costs, so that small problems are fixed before turning into larger problems.

**Personal Mileage Reporting:** Mileage information can be reported through the ARI Driver *insights* website and Interactive Voice Response (IVR). This information can be easily automated and verified through telematics. All of this information updates itself in real time and is accessible to fleet administrators through ARI *insights*.

**Driver Excellence:** ARI collects the necessary information from drivers and fleet administrators to facilitate “best practices” and optimize fleet performance. Telematics plays a role by helping to cut costs through improved route optimization, reducing engine idling and monitoring other driver behavior. Telematics also allows fleets to incorporate geofencing into their systems, so their vehicles cannot travel into specifically designated areas. Conversely, geofencing can keep vehicles within predestinated areas as well.

**Garage Management:** Telematics will reduce administrative duties by automating tracking and reporting processes for your fleet’s garages and repair vendors. When used in conjunction with our garage management system, telematics will help expedite maintenance and repair procedures by allowing for more efficient allocation of technicians and simplifying of ordering and pricing.

**Proactive Fuel Management:** This program closely monitors driver activity and vehicle specifications. ARI then conducts an in-depth analysis to determine how to implement cost-savings techniques. By incorporating telematics, your fleet administrators can take a more hands-on role with fuel management and increase savings significantly, even if fuel costs rise. Telematics allows your drivers to find the lowest cost gas stations within their vicinity and route optimization ensures the most out of your MPG.

## The Benefits of Using Telematics

The true value in telematics is using the data to inform management decisions regarding the fleet and to effect the change needed to achieve the stated goals that will lead to the success of the program. The challenges facing many fleets which can be effectively addressed by Telematics may include:

1. **Environment Considerations** – Reduce Carbon Footprint by implementing greening initiatives. Use telematics to monitor:
  - Fuel consumption and ultimately GHG and CO2 emissions
  - Idling of vehicle







**2. Financial Considerations** – Reduce fleet costs. Use telematics to:

- Optimize route and dispatching
- Track and recover vehicle and/or asset
- Take advantage of insurance rebates and reduced premiums
- Improve fuel economy
- Reduce maintenance costs through proactive repairs
- Right size fleet based on utilization patterns
- Improve accuracy of billing and to resolve service disputes
- Manage overtime claims

**3. Safety and security of vehicle, equipment and personnel.** Use telematics to:

- Provide lone worker functionality
- Identify/report unsafe working conditions
- Improve driver behavior
- Drive timely maintenance (preventive)
- Identify driver

**4. Ensure compliance with regulations and company policies.** Use telematics to:

- Record hours of service for driver logs required by the National Safety Code (NSC)
- Identify unauthorized usage
- Record mileage driven in IFTA and IRP jurisdictions for IFTA and IRP reporting purposes.

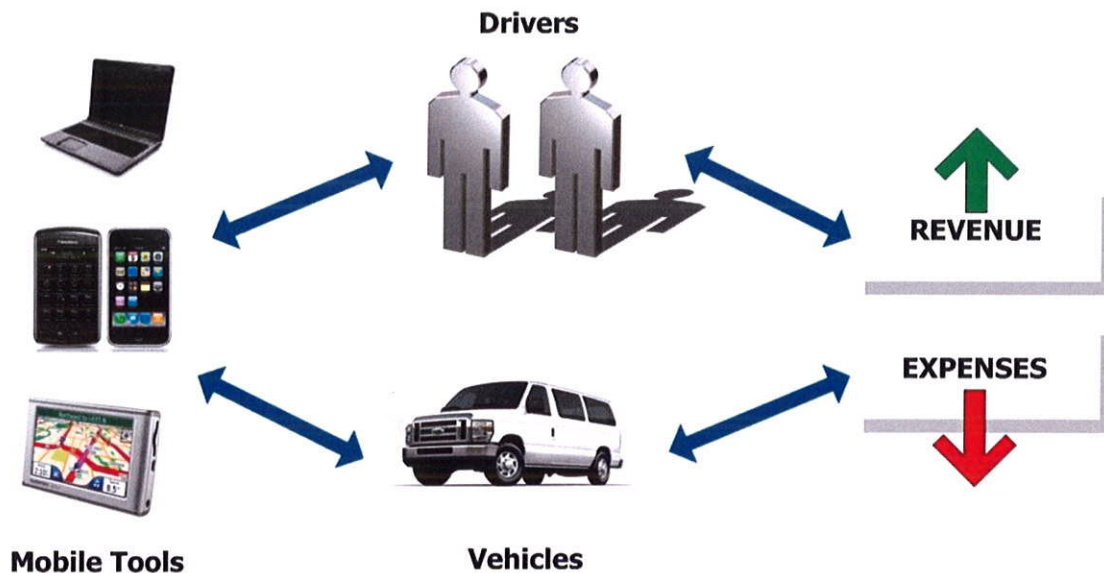
**5. Optimize Fleet Performance.** Use telematics for:

- Engine diagnostics monitoring and data collection on engine hours and power take off (PTO) use.
- Exception and/or exploratory reporting to set benchmark and identify areas needing improvement.

By capturing the critical data already collected by the computer within your company vehicles, telematics puts real-time tracking capabilities at the fleet manager's fingertips. ARI can help you leverage the power of telematics to optimize vehicle usage, identify cost-reduction opportunities, mitigate risk factors and reduce vehicle downtime.



## Technology Improving the Bottom Line



## ARI Recommended Solution

Based on our discussions at the January 6, 2012, meeting and our understanding of the State of West Virginia's fleet objectives, the telematics solutions we recommend for the State is described below:

### Networkfleet

Networkfleet is known as a best-in-class provider in the industry and offers an enhanced mapping capability for larger more complex fleets including dispatch support. This option also offers an advanced geofencing capability, trouble codes (engine diagnostics) and alerts.

*Please refer to the required Cost Proposal Bid Sheets for Networkfleet's pricing.*

ARI feels this option best meets the State's requirements. ARI's Technology Advisory Team would like the opportunity to discuss your current and future requirements in further detail to ensure we select the partner who will provide the best fit for your requirements. As part of this RFQ process and our consultative approach, ARI is more than happy to assist in the evaluation for a solution regardless of the provider you choose. We have conducted face-to-face, onsite, and online meetings with hundreds of telematics vendors in the industry and we can help guide you through the process.





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## Mobile Application for Networkfleet

Networkfleet users will now be able to use iPhones and Android devices to access fleet information through a simple site design in a list or mapping format. This mobile version of Networkfleet provides greater flexibility to view fleet information on the go.

Users will be able to make decisions in the field using Networkfleet Mobile. Examples include:

- Current vehicle location
- Ignition and idle status information
- Vehicle speed
- Engine Health Status (DTCs)
  - Viewable fleet map with the ability to hone in on a specific vehicle.

Users will login and use same password as today. This does not need to be downloaded and is a website specifically designed for the mobile users. The address is [www.networkfleet.mobi](http://www.networkfleet.mobi).



## Data Integration

If the State of West Virginia selects a provider other than Networkfleet, who is an integration partner with ARI we can implement for a nominal fee.

If they choose a provider who is not a current ARI integration partner and want the data integrated into *insights* we will meet with the Fleet Management Office and jointly develop a scope of work to deliver this integration and price it accordingly.





## RFQ Requirements

### 4.0 Scope of Work

- 4.1 The Vendor(s) will provide a basic device package for purchase by the State. The equipment package shall include a state-selected device (asset tracker, employee tracker, data logger with engine diagnostics, data logger without engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics), mounting sets/kits/outfits (based on selection), external antenna (based on selection), ancillary equipment (Based on selection), battery for asset and employee tracker selection, AC and car adapter/charger for asset and employee tracker selection, device installation (if appropriate), and user manual.**

Through our partner Networkfleet, we will provide a package that includes: an asset tracker; data logger with engine diagnostics; data logger without engine diagnostics; mounting sets/kits/outfits (based on selection external antenna (based on selection); ancillary equipment (Based on selection); battery for asset tracker; device installation (if appropriate); and user manual.

- 4.2 Basic equipment with engine diagnostic capabilities shall be powered by the vehicle and include engine on/off detection; accelerometer, gyroscopic and geospatial location capability. Basic equipment with engine diagnostic capabilities may be upgradable to support additional functionality e.g., door open/closed, plow up/down, seatbelt on/off, etc.; and may be interoperable with other non-engine diagnostic devices such as employee tracker with panic feature; GPS device, laptop/notebook/notepad computer; driver behavior monitoring device; and vehicle inspection compliance device (RFID equipped vehicle), etc.**

Our partner Networkfleet's basic equipment with engine diagnostics capabilities is powered by the vehicle and includes engine on/off detection; geospatial location capability; is upgradable to support additional functionality.

Networkfleet will provide the follow specs for this device:

- **Internal Antenna:** This hardware line comes standard with both the GPS and cellular antennas internal to the unit. An optional window-mount GPS antenna can be purchased and installed using the serial port on the 5000 series device.







- **Automatic Harness Detection:** This hardware is built with harness detection firmware so that either a light or heavy duty harness can be used with the 5500 or 5200.
- **Serial Port Functionality:** The serial port on the 5000 series product allows for integration with compatible Garmin devices or a constant NMEA data feed between the device and other devices in the vehicle.
- **Sensor Detection:** The 5000 series product line includes sensor ports for monitoring various voltage events occurring within the vehicle such as: PTO engagement/disengagement, secondary engine on/off, and door open/close.
- **Easy Installation:** Plug & play design provides for easy, quick installation without splicing wires.
- **Vehicles Diagnostics:** Remote diagnostics capabilities enables monitoring of diagnostic troubles codes, ignition status, speed, odometer, fuel efficiency and more.

Basic equipment with engine diagnostics and without engine diagnostics are offered at the same price.

This device can integrate with Garmin devices.

We have included a Networkfleet 5000 spec sheet for the device as **Exhibit I**.

**4.3 Basic equipment without engine diagnostics shall be powered by the vehicle, or self-contained device battery, or by car charger and include accelerometer, gyroscopic, geospatial location capability. Basic equipment without engine diagnostics may be interoperable with other AVL devices allowing for retransmission of a panic signal using a GPS device, driver behavior monitoring device, and vehicle inspection compliance device (RFID equipped vehicle), etc.**

Our partner Networkfleet's basic equipment without engine diagnostics capabilities is powered by the vehicle and includes engine on/off detection; geospatial location capability; is upgradable to support additional functionality.

Networkfleet will provide the follow specs for this device:

- **Internal Antenna:** This hardware line comes standard with both the GPS and cellular antennas internal to the unit. An optional window-mount GPS antenna can be purchased and installed using the serial port on the 5000 series device.
- **Automatic Harness Detection:** This hardware is built with harness detection firmware so that either a light or heavy duty harness can be used with the 5500 or 5200.



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- **Serial Port Functionality:** The serial port on the 5000 series product allows for integration with compatible Garmin devices or a constant NMEA data feed between the device and other devices in the vehicle.
- **Sensor Detection:** The 5000 series product line includes sensor ports for monitoring various voltage events occurring within the vehicle such as: PTO engagement/disengagement, secondary engine on/off, and door open/close.
- **Easy Installation:** Plug and play design provides for easy, quick installation without splicing wires.

This device can integrate with Garmin devices.

We have included Networkfleet's AT 1400 spec sheets for the device as **Exhibit II**.

## **4.4 Vendor(s) shall provide the following services at no additional cost.**

**4.4.1 For data loggers with engine diagnostics: Browser client-server application for real-time reporting of device location, stop-detail, speed, fuel economy or use, odometer, engine diagnostic codes and for vehicles equipped with an RFID inspection compliance device, inspection compliance data. Additional functionality to modify organizational hierarchy/device/driver, use of dynamic application filtering, and ad-hoc reporting including breadcrumb, geofence, landmark, odd-hours, etc.**

ARI can meet this requirement with the exception of providing the State vehicle inspection compliance (RFID equipped vehicle).

**4.4.2 For data loggers without engine diagnostics: Browser client-server application for real-time reporting of device location, stop-detail, speed, and for vehicles equipped with an RFID inspection compliance device, inspection compliance data. Additional functionality to modify organizational hierarchy/device/driver, use of dynamic application filtering, and ad-hoc reporting including breadcrumb, geofence, landmark, odd-hours, etc.**

ARI can meet this requirement with the exception of providing the State vehicle inspection compliance (RFID equipped vehicle).





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**4.4.3 No roaming charges or fees for data transmission service plans within West Virginia and the bordering counties of adjoining states.**

ARI can provide this at no additional cost.

**4.4.4 Upgrades or downgrades to service plans by FMO as needed, with no limits.**

ARI can provide this at no additional cost.

**4.4.5 Cancellation of service at the end of the regular billing cycle without early termination fees.**

There is a 12-month minimum; if the service is terminated prior to reaching twelve months, the State will owe the monthly fees for the remaining months (i.e., if customer terminates with two months remaining on the twelve month minimum, customer will owe two months of fees for each unit in service).

**4.5 Vendor(s) shall activate service on new devices when shipped.**

Devices are activated prior to installation.

**4.6 Vendor(s) must provide one or more of the following items. Cost must be identified on the Cost Proposal Bid Sheet.**

**4.6.1 Asset tracking device without panic feature**

ARI has included our pricing in the attached pricing sheet.

This is a standalone battery operated device that does not connect to J1708/J1930.

Please refer to **Exhibit II** for AT1400 Ping Rate Options.

**4.6.2 Asset tracking device with panic feature**

Not applicable. ARI is not bidding on an asset tracking device with a panic feature. Our partner Networkfleet does not provide this.

**4.6.3 Employee tracking device (key fob) with panic feature**

Not applicable. ARI is not bidding on an employee tracking device with a panic feature. Our partner Networkfleet does not provide this.





#### **4.6.4 Data logger with engine diagnostics**

ARI has included our pricing in the attached pricing sheet.

We can coordinate with State for installation costs.

We can either send a contractor in to install and pass through the charges or State employee can install the units.

#### **4.6.5 Data logger without engine diagnostics**

ARI has included our pricing in the attached pricing sheet.

We can either send a contractor in to install and pass through the charges or State employee can install the units.

In Price Sheet DL2, cells K17 and K18 are locked; our price for Browser client-server application is included.

#### **4.6.6 Data logger with visual/audible driver alerts and engine diagnostics**

Not applicable. ARI is not bidding on a data logger with visual/audible driver alerts and engine diagnostics. Our partner Networkfleet does not provide this.

#### **4.6.7 Data logger with visual/audible driver alerts and without engine diagnostics**

Not applicable. ARI is not bidding on a data logger with visual/audible driver alerts and without engine diagnostics. Our partner Networkfleet does not provide this.

#### **4.6.8 Data logger with video capture and engine diagnostics**

Not applicable. ARI is not bidding on a data logger with video capture and engine diagnostics. Our partner Networkfleet does not provide this.

#### **4.6.9 Data logger with video capture and without engine diagnostics**

Not applicable. ARI is not bidding on a data logger with video capture and without engine diagnostics. Our partner Networkfleet does not provide this.







- 4.6.10 Ancillary equipment (GPS device with visual/audible turn-by-turn capability; driver behavior monitoring device; RFID vehicle inspection device; all with unlimited data transmission service plans which may be separate from or included with AVL device data transmission service plans).**

ARI has included our pricing in the attached pricing sheet. We are not bidding on the Charger Cost Sheet.

- 4.6.11 Statewide AVL device data transmission service plans will be based on device "ping" rate.**

The standard Networkfleet package includes two minute pings for the Data Loggers and once per day for the AT-1400, or configured according to the AT-1400 spec sheet for battery management.

- 4.6.12 Browser client-service application that can be used to pinpoint the location of an AVL device, provide real-time reporting, modify organizational hierarchy / device / employee, use dynamic application filtering, and ad-hoc reporting interface including breadcrumb, geofence, landmark, odd-hours, inspection compliance (RFID equipped vehicle) etc.**

This is included in the base service plan.

- 4.7 The successful Vendor(s) shall be available to communicate with the Fleet Management Office on regular basis (monthly or quarterly, at FMO's discretion) to discuss the utilization of this contract and any relevant issues.**

This is included in the base service plan.

- 4.8 Application Security: The Vendor(s)' browser client-server application must provide the ability to provide user authentication, strong passwords, action selection for a maximum number of failed logon attempts, application lock, an inactivity timeout, and certificate delivery.**

The ARI *insights* application has four levels of password security to support the needs of our clients. The highest level forces upper/lower alpha and numeric with password expiration at various intervals. Timeouts can be set to meet customer need. Passwords can be at least 8-characters long, not exceeding 32-characters and at a minimum contain at least: one upper and lowercase character, one digit, and one punctuation character.



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ARI can setup various stages of authentication to our online customer based systems. Some customers prefer to utilize single sign on authentication which occurs at the network level, but most customers utilize the standard method of application. By policy, and training, ARI does not allow the disclosure of passwords. We secure all data transmissions using a secure site (https) supported by VeriSign.







## RFQ Exceptions

### RFQ FLT12006 Specification Deviations & Clarifications

ARI has noted any technical exceptions to the Scope of Work under each specific question. However, we would like to clarify the following items:

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#### **RFQ page 6: PURCHASING CARD ACCEPTANCE**

*"The State of West Virginia currently utilizes a Visa purchasing card program which is issued through a bank. The successful vendor must accept the State of West Virginia Visa purchasing card for payment of all orders placed by any State agency as a condition of award."*

As we stated in our previous responses to RFQ FLT11918, RFQ FLT12003, RFQ FLT12016, ARI cannot accept a P-card for payment.

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#### **LOCAL GOVERNMENT BODIES**

##### **RFQ PAGE 6: EXHIBIT 4**

*"Local Government Bodies: Unless the vendor indicates in the bid his refusal to extend the prices, terms, and conditions of the bid to county, school, municipal and other local government bodies, the bid shall extend to political subdivisions of the State of West Virginia. If the vendor does not wish to extend the prices, terms, and conditions of the bid to all political subdivisions of the State, the vendor must clearly indicate such refusal in his bid. Such refusal shall not prejudice the award to this contract in any manner."*

ARI accepts this requirement with the following provisions when contracting other states, municipalities, or local governments.

ARI is not reluctant to do business with other states, municipalities, or local governments who may wish to adjoin the West Virginia contract. However, based upon sound business practices, ARI reserves the right to approve a contract extended to include other Governments or Agencies. Before we can agree to permit any other entity to adjoin the contract, we would need to assess the following items:

**Credit Worthiness:** ARI must be given the right to decide on the credit worthiness of any entity who wishes to utilize the West Virginia contract as a means to access certain services from ARI. *Each State or municipality thus would stand alone as far as payment ability, and ARI reserves the right to address that ability on a case by case basis.*

**Scope of Work:** We must agree that the adjoining entity understands the scope of work as outlined in the West Virginia contract and is in agreement with ARI on the performance of our collective duties. In essence, another state cannot dictate the terms of an associated contract to



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meet their administrative requirements (which may increase the burden on ARI) without additional compensation being permitted.

**Legality of Adjoining:** We must be assured that there are no legal or regulatory issues within the adjoining state / local government laws which would materially alter the terms and conditions of the West Virginia contract. In addition, we would want acknowledgement that the State Attorney's Office has approved that State (or applicable entity) to adjoin the West Virginia Contract.

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State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

## Request for Quotation

RFO NUMBER

FLT12006

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL  
304-558-2596

### RFQ COPY

TYPE NAME/ADDRESS HERE  
Automotive Rentals, Inc.  
4001 Leadenhall Road  
Mount Laurel, NJ 08054

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DEPARTMENT OF ADMINISTRATION  
FLEET MANAGEMENT OFFICE  
2101 WASHINGTON STREET, EAST  
BUILDING 17  
CHARLESTON, WV  
25305 304-558-0086

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS		
12/14/2011						
BID OPENING DATE: 01/26/2012		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		550-91		
AUTOMATIC VEHICLE LOCATION DEVICES						
REQUEST FOR QUOTATION (RFQ) OPEN END CONTRACT						
THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA FLEET MANAGEMENT OFFICE, IS SOLICITING BIDS FOR AN OPEN END CONTRACT TO PROVIDE THE AGENCY WITH AUTOMATIC VEHICLE LOCATION DEVICES PER THE ATTACHED SPECIFICATIONS.						
A MANDATORY PRE-BID WILL BE HELD ON JANUARY 06, 2012 AT 1:00 PM AT THE AGENCY'S LOCATION AT 2101 WASHINGTON STREET, EAST IN CHARLESTON, WEST VIRGINIA. ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT IN DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER.						
AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATORY PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE			TELEPHONE 704-556-2630		DATE 02/21/2012	
TITLE District Manager		FEIN 21-0622527		ADDRESS CHANGES TO BE NOTED ABOVE		

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

## GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
  2. The State may accept or reject in part, or in whole, any bid.
  3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
  4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
  5. Payment may only be made after the delivery and acceptance of goods or services.
  6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
  7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
  8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
  9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
  10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
  11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
  12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
  13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.html](http://www.state.wv.us/admin/purchase/vrc/hipaa.html) and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
  14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
  15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
  16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.
- I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or Fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

### INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).





State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

## Request for Quotation

RFQ NUMBER

FLT12006

PAGE

2

ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL  
304-558-2596

### RFQ COPY

TYPE NAME/ADDRESS HERE  
Automotive Rentals, Inc.  
4001 Leadenhall Road  
Mount Laurel, NJ 08054

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DEPARTMENT OF ADMINISTRATION  
FLEET MANAGEMENT OFFICE  
2101 WASHINGTON STREET, EAST  
BUILDING 17  
CHARLESTON, WV  
25305 304-558-0086

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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/14/2011				

BID OPENING DATE:

01/26/2012

BID OPENING TIME

01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER.						
ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.						
TECHNICAL QUESTIONS CONCERNING THIS SOLICITATION MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION VIA FAX AT 304-558-4115 OR VIA EMAIL AT KRISTA.S.FERRELL@WV.GOV.						
DEADLINE FOR ALL TECHNICAL QUESTIONS IS JANUARY 12, 2011 AT THE CLOSE OF BUSINESS.						
ANY TECHNICAL QUESTIONS RECEIVED WILL BE ANSWERED BY FORMAL WRITTEN ADDENDUM TO BE ISSUED AFTER THE DEADLINE HAS LAPSED.						
VERBAL COMMUNICATION: ANY VERBAL COMMUNICATION BETWEEN THE VENDOR AND ANY STATE PERSONNEL IS NOT BINDING, INCLUDING THAT MADE AT THE MANDATORY PRE-BID MEETING. ONLY INFORMATION ISSUED IN WRITING AND ADDED TO THE RF SPECIFICATIONS BY FORMAL WRITTEN ADDENDUM IS BINDING.						
NO CONTACT BETWEEN THE VENDOR AND THE AGENCY IS PERMITTED WITHOUT THE EXPRESS WRITTEN CONSENT OF THE STATE BUYER. VIOLATION MAY RESULT IN THE REJECTION OF THE BID. THE STATE BUYER NAMED ABOVE IS THE SOLE						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 704-556-2630	DATE 02/21/2012
TITLE District Manager	FEIN 21-0622527	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'





State of West Virginia  
Department of Administration  
Purchasing Division  
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## Request for Quotation

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4001 Leadenhall Road  
Mount Laurel, NJ 08054

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DEPARTMENT OF ADMINISTRATION  
FLEET MANAGEMENT OFFICE  
2101 WASHINGTON STREET, EAST  
BUILDING 17  
CHARLESTON, WV  
25305 304-558-0086

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/14/2011				

BID OPENING DATE: 01/26/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>..... SIGNATURE Automotive Resources International ..... COMPANY 02/21/2012 ..... DATE</p> <p>NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE BID.</p> <p>REV. 09/21/2009</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AWARD AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 704-556-2630	DATE 02/21/2012
TITLE District Manager	FEIN 21-0622527	ADDRESS CHANGES TO BE NOTED ABOVE

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01/26/2012

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01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.						
CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.						
OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)						
QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.						
ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.						
BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 704-556-2630	DATE 02/21/2012
TITLE District Manager	FEIN 21-0622527	ADDRESS CHANGES TO BE NOTED ABOVE

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## Request for Quotation

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BID OPENING DATE: 01/26/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.						
THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.						
REV. 05/26/2009						
PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.						
EXHIBIT 4						
LOCAL GOVERNMENT BODIES: UNLESS THE VENDOR INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA. IF THE VENDOR DOES NOT WISH TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN HIS BID. SUCH REFUSAL SHALL NOT PREJUDICE THE AWARD OF THIS CONTRACT IN ANY MANNER.						
REV. 3/88						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 704-556-2630	DATE 02/21/2012
TITLE District Manager	FEIN 21-0622527	ADDRESS CHANGES TO BE NOTED ABOVE

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State of West Virginia  
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DEPARTMENT OF ADMINISTRATION  
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12/14/2011						
BID OPENING DATE: 01/26/2012		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p style="text-align: center;"><b>NOTICE</b></p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: KRISTA FERRELL-FILE 21</p> <p>RFQ. NO.: FLT12006</p> <p>BID OPENING DATE: 01/26/2012</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: (704) 556-2629</p> <p>-----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY):</p>						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE			TELEPHONE 704-556-2630		DATE 02/21/2012	
TITLE District Manager		FEIN 21-0622527		ADDRESS CHANGES TO BE NOTED ABOVE		

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'





## **REQUEST FOR QUOTATION AUTOMATIC VEHICLE LOCATION (AVL) DEVICES AND SERVICES PURCHASE - FLT12006**

The Acquisition and Contract Administration Section of the Purchasing Division, hereinafter referred to as "State", is soliciting bids for the Fleet Management Office, hereinafter referred to as "FMO", to establish a contract to purchase automatic vehicle location (AVL) devices, data transmission services, accessories, and ancillary equipment for use on state vehicles owned, leased, rented, operated, managed or administered by FMO. **This contract will not be used to purchase cell phones or cell phone accessories.**

### **1.0 MANDATORY PRE-BID CONFERENCE**

- 1.1 A mandatory pre-bid conference shall be conducted on January 6, 2012 at 1:00 p.m. Eastern Standard Time. Said conference will be held at 2101 Washington Street East, Bldg. 17 (Finance Division), Charleston, West Virginia 25305.

### **2.0 PURPOSE**

- 2.1 The purpose of this RFQ is to request bids from responsible vendors with the intent to award a purchase contract to provide automatic vehicle location devices, data transmission services, accessories, and ancillary equipment for use on State vehicles or by state employees. These automatic vehicle location devices and data transmission services shall include the logging and retention of data; wireless transmission of data; and supporting browser client-server application services. Automatic vehicle location devices, ancillary equipment, accessories, and installation services are included, as well as related maintenance, support services, and data transmission service plans. AVL devices shall include devices that are OBD-II and SAE J-1708/J-1939 schema compliant and are CDMA or GPRS data transmission capable. Optional service may include the use of the device as a Wi-Fi enabler (hot spot) for other Wi-Fi capable devices, e.g., GPS device, notebook/notepad/laptop computer, etc. to access the internet or other related data transmission services.
- 2.2 The State presently utilizes approximately 500 AVL devices and approximately 1,200 data devices (Blackberries, Treos, I-Phone, I-Pad, and similar data devices). FMO plans to increase the number of AVL-equipped vehicles by 1,000 vehicles or more over the standard life of the contract (subject to appropriation).

### **3.0 DEFINITIONS**

The below terms shall be herein defined as:

- A. "Agency": Any entity seeking goods/services under this "Contract".

- B. "Ancillary equipment": Ancillary equipment includes devices or components that are interoperable with AVL devices or support AVL browser client-server application and provide an audible or visual signal to the vehicle driver, e.g., Tom-Tom, Garmin (or equivalent) GPS devices with turn-by-turn directions; Green Road (or equivalent) with red, amber, green light and audible beep or voice reminders (accelerometer and gyroscopic alerts, etc.); DriveCam (or equivalent) forward and rearward facing video capture; radio frequency identification devices, e.g., Inverse, Fuel Master, Zonar (or equivalents) to record vehicle utilization, fuel use, and compliance with Federal inspection standards.
- C. "Basic equipment with diagnostics": Basic equipment with engine diagnostic capabilities are powered by the vehicle and include engine on/off detection; accelerometer, gyroscopic, geospatial location capability; may be upgradable to support additional functionality e.g., door open/closed, plow up/down, seatbelt on/off, etc.; and may be interoperable with other non-engine diagnostic devices such as employee tracker with panic feature; GPS device, laptop/notebook/notepad computer; driver behavior monitoring device; and vehicle inspection compliance device (RFID equipped vehicle), etc.
- D. "Basic equipment without diagnostics": Basic equipment without engine diagnostics are powered by the vehicle, or self-contained device battery, or by car charger and include accelerometer, gyroscopic, geospatial location capability, may be interoperable with other AVL devices allowing for retransmission of a panic signal, use of GPS device; driver behavior monitoring device; and vehicle inspection compliance device (RFID equipped vehicle), etc.
- E. "Asset tracker": A telematic device that that can be self-powered or powered by a vehicle or ancillary equipment; has no diagnostic capability; can be permanently affixed to an asset, temporarily affixed, or hand-carried; and can be a data logger (see "Data logger" below).
- F. "Automatic vehicle location device": Automatic vehicle location devices (also referred to as telematic devices) are used to log data about a vehicle, asset, or employee and transfer information as data over a distance without the use of enhanced electrical conductors or wires.
- G. "Contract": the binding agreement that is entered into between the State of West Virginia and Vendor(s) to provide the services as herein specified.
- H. "CDMA" or Code Division Multiple Access: A competing cell phone service technology to GSM, which is the world's most widely used cell phone standard.
- I. "Data logger": Any device capable of storing data during periods of intermittent or no data service availability and later transmitting that data when data service is restored to a hub, host, or browser client-server AVL application.
- J. "Data Roaming": Data roaming will apply only when the user is outside of the "home area/local data transmission footprint". Roaming is defined as the area



beyond the bordering counties in adjoining states within the continental United States.

- K. "DSP": Data transmission service plan
- L. "ECU": Engine Control Unit
- M. "GPS": Global Positioning System
- N. "GPSR": Global Positioning System Receiver
- O. "Home area/local data transmission footprint": Geographic West Virginia, and bordering counties located in adjoining states, will be considered the "home area", or local data transmission footprint, for all services related to this RFQ.
- P. "J-1708/J-1939": The standard schema used for serial communications between ECUs on heavy-duty vehicles and also between a computer and the vehicle.
- Q. "Mandatory Requirements": The terms "must", "will", "shall", "minimum", "maximum", or "is/are required" identify a mandatory item or factor. Decisions regarding compliance with any mandatory requirements shall be at the sole discretion of the State. Failure on the part of the Vendor to meet any of the mandatory specifications shall result in the disqualification of the bid.
- R. "Manufacturer": the company who produces the equipment.
- S. "OBD-II": On-board Diagnostic vehicle computer. The OBD-II specification provides for a standardized hardware interface—the female 16-pin (2x8) J1962 connector.
- T. "Ping rate": The intervals or frequency of data transmission by the AVL device during a 60-minute period.
- U. "Roaming Cost": Charges that apply only when the user is outside of the "home area/local data transmission footprint". Roaming is defined as the area beyond the bordering counties in adjoining states within the continental United States.
- V. "SAE": Society of Automotive Engineers
- W. "Sets/kits/outfits": Additional hardware, adapters, or manufacturer-specific tools necessary to install AVL device or ancillary equipment.
- X. "Vendor(s)": The successful bidder(s). Section 7.0, provides additional detail on multiple award procedures.

#### 4.0 SCOPE OF WORK

- 4.1 The Vendor(s) will provide a basic device package for purchase by the State. The equipment package shall include a state-selected device (asset tracker,

employee tracker, data logger with engine diagnostics, data logger without engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics), mounting sets/kits/outfits (based on selection), external antenna (based on selection), ancillary equipment (based on selection), battery for asset and employee tracker selection, AC and car adapter/charger for asset and employee tracker selection, device installation (if appropriate), and user manual.

- 4.2 Basic equipment with engine diagnostic capabilities shall be powered by the vehicle and include engine on/off detection; accelerometer, gyroscopic, geospatial location capability; may be upgradable to support additional functionality e.g., door open/closed, plow up/down, seatbelt on/off, etc.; and may be interoperable with other non-engine diagnostic devices such as employee tracker with panic feature; GPS device, laptop/notebook/notepad computer; driver behavior monitoring device; and vehicle inspection compliance device (RFID equipped vehicle), etc.
- 4.3 Basic equipment without engine diagnostics will be powered by the vehicle, or self-contained device battery, or by car charger and include accelerometer, gyroscopic, geospatial location capability, may be interoperable with other AVL devices allowing for retransmission of a panic signal, use of GPS device; driver behavior monitoring device; and vehicle inspection compliance device (RFID equipped vehicle), etc.
- 4.4 Vendor(s) shall provide the following services at no additional cost.
  - 4.4.1 For data loggers with engine diagnostics: Browser client-server application for real-time reporting of device location, stop-detail, speed, fuel economy or use, odometer, vehicle inspection compliance (RFID equipped vehicle) and engine diagnostic codes. Additional functionality to modify organizational hierarchy/device/driver, use of dynamic application filtering, and ad-hoc reporting including breadcrumb, geofence, landmark, odd-hours, etc.
  - 4.4.2 For data loggers without engine diagnostics: Browser client-server application for real-time reporting of device location, vehicle inspection compliance (RFID equipped vehicle) and stop-detail. Additional functionality to modify organizational hierarchy/device/employee, use of dynamic application filtering, and ad-hoc reporting including breadcrumb, geofence, landmark, odd-hours, etc.
  - 4.4.3 No roaming charges or fees for data transmission service plans within West Virginia and the bordering counties of adjoining states.
  - 4.4.4 Upgrades or downgrades to service plans by FMO as needed, with no limits.

- 4.4.5 Cancellation of service at the end of the regular billing cycle without early termination fees.
- 4.5 Vendor(s) shall activate service on new devices when shipped.
- 4.6 Vendor(s) must provide one or more of the following items. Cost must be identified on the Cost Proposal Bid Sheet.
  - 4.6.1 Asset tracking device without panic feature
  - 4.6.2 Asset tracking device with panic feature
  - 4.6.3 Employee tracking device (key fob) with panic feature
  - 4.6.4 Data logger with engine diagnostics
  - 4.6.5 Data logger without engine diagnostics
  - 4.6.6 Data logger with visual/audible driver alerts and engine diagnostics
  - 4.6.7 Data logger with visual/audible driver alerts and without engine diagnostics
  - 4.6.8 Data logger with video capture and engine diagnostics
  - 4.6.9 Data logger with video capture and without engine diagnostics
  - 4.6.10 Ancillary equipment (GPS device with visual/audible turn-by-turn capability; driver behavior monitoring device; RFID vehicle inspection device; all with unlimited data transmission service plans which may be separate from or included with AVL device data transmission service plans).
  - 4.6.11 Statewide AVL device data transmission service plans will be based on device "ping" rate.
  - 4.6.12 Browser client-server application that can be used to pinpoint the location of an AVL device, provide real-time reporting, modify organizational hierarchy/device/employee, use dynamic application filtering, and ad-hoc reporting interface including breadcrumb, geofence, landmark, odd-hours, inspection compliance (RFID equipped vehicle) etc.
- 4.7 The successful Vendor(s) shall be available to communicate with the Fleet Management Office on regular basis (monthly or quarterly, at FMO's discretion) to discuss the utilization of this contract and any relevant issues.
- 4.8 Application Security:



The Vendor(s)' browser client-server application must provide the ability to provide user authentication, strong passwords, action selection for a maximum number of failed logon attempts, application lock, an inactivity timeout, and certificate delivery.

## **5.0 REQUIREMENTS: ORDERING, SERVICE, SUPPORT, REPORTING AND BILLING**

### **5.1 Ordering:**

5.1.1 The Vendor(s) shall provide activation of new service at no additional charge.

5.1.2 Devices must be signed for at delivery by FMO.

### **5.2 Service:**

5.2.1 The FMO plans to enter into device purchase agreements for an indefinite quantity of automatic vehicle location devices in the various device categories outlined in this RFQ.

5.2.2 The FMO will furnish written orders for devices to be purchased, specifying make, model, and installation requirements including any required modification or upfitting (manufacturer or third party).

5.2.3 The State of West Virginia is not subject to sales tax, usage tax, or personal property tax.

5.2.4 The FMO shall not cause any lien to be attached to any device without the prior written consent of the Vendor. Authority to sign device purchase agreements on behalf of the FMO rests with the Executive Director, FMO and DOA Fleet Manager.

5.2.5 The FMO shall notify the Vendor, in writing, of any change in name, address, ownership or control of the FMO. Such notification to be supplied to the Vendor within fifteen (15) days of such change.

### **5.3 Support:**

5.3.1 Vendor(s) shall provide a toll-free support number coverage, staffed by technical personnel, to answer technical questions.

### **5.4 Reporting:**

5.4.1 Vendor(s) will provide a free quarterly optimization calculation, as applicable and requested by the FMO. There shall not be any additional charge or commitment for moving a device into a more appropriate data transmission service plan (greater or lesser ping rate per hour). Optimization recommendations must be communicated through a quarterly report. The FMO will use this information for

evaluating AVL and ancillary equipment usage, as provided by the Vendor(s).

- 5.4.2 Vendor(s) shall provide to the FMO an additional monthly report that shows total bytes of usage by AVL device or ancillary equipment serial number, in addition to billing the vehicle using agencies.

## 5.5 Billing

- 5.5.1 FMO shall have the ability to change data service plans on a particular AVL device at the end of the regular billing cycle without any fee or charge.

- 5.5.2 It will be the responsibility of the successful Vendor(s) to bill the individual spending units based on individual AVL and ancillary equipment requirements. Options may include:

5.5.2.1 A separate bill per device requested

5.5.2.2 Aggregate billing by agency geographic location

5.5.2.3 Aggregate billing for the spending unit

- 5.5.3 This billing shall be provided in a pre-approved format, as agreed upon by both the Vendor(s) and the FMO. These bills will be delivered to the spending unit on a pre-arranged delivery date, mutually agreed upon by the FMO and the Vendor(s). Billing at a minimum should detail, for each AVL device or ancillary equipment on that bill, the following:

5.5.3.1 Vehicle number (last six-digits of VIN) or complete VIN (seventeen alpha/numeric characters)

5.5.3.2 Device Number

5.5.3.3. Office (landline) Number

5.5.3.4 Supervisor's Name

5.5.3.5. Supervisor's Office (landline) Number

5.5.3.6 Department

5.5.3.7 Agency Name

5.5.3.8 Unit Name

5.5.3.9 Organization Number

- 5.5.3.10 Bill to address
- 5.5.3.11 Data transmission service plan level
- 5.5.3.12 Cost of data transmission
- 5.5.3.13 Overage charges, if applicable
- 5.5.3.14 Fees
- 5.5.4 Vendor(s) shall work directly with spending units to resolve billing issues.
- 5.5.5 The State will not pay activation fees, disconnection fees, early termination fees, or roaming fees (within the designated "home area"), as part of this contract.
- 5.5.6 Vendor(s) must include, per AVL device or ancillary equipment number and/or IP address, and all fees (USF, Administrative Fees, etc.). The State cannot pay any tax, fee, or surcharge that is not included as part of the base monthly rate. The State of West Virginia is exempt from all Federal and West Virginia State taxes.

## 6.0 PROPOSAL FORMAT

The bid format should be as follows:

### 6.1. Cost Proposal Bid Sheet

- 6.1.1 The Vendor is required to quote a fixed price fee for all required products and services contained in Section 4.0. Specifically, per-device and fixed price per-ping rate or data transmission service plan charges. If no fee will be imposed on the State, the Vendor must indicate by entering "\$0.00" in the appropriate space provided on the Cost Proposal Bid Sheet.
- 6.1.2 Rebates, incentives, discounts, and reporting frequency must be identified using the unit of measures provided on the Cost Proposal Bid Sheet (dollars, percentage, time period, transaction type, etc.).
- 6.1.3 No separate reimbursement will be made to the Vendor(s) for travel, or any other expense or service.

## 7.0 AWARD

- 7.1 The State reserves the right to award to one Vendor or to split the award to multiple Vendors based on the lowest cost per item.
- 7.2 The Vendor(s) are solely responsible for all work performed under the contract and shall assume prime contractor responsibility for all services



offered and products to be delivered under the terms of this contract. The State shall consider the Vendor(s) to be the sole point of contact with regard to all contractual matters. The Vendor(s) may, with the prior written consent of the State, enter into written subcontracts for performance of work under this contract; however, the Vendor(s) are totally responsible for the payment of all subcontractors.

## State of West Virginia

# VENDOR PREFERENCE CERTIFICATE

Certification and application\* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. **Application is made for 2.5% resident vendor preference for the reason checked:**  
☐ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,  
☐ Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,  
☐ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. **Application is made for 2.5% resident vendor preference for the reason checked:**  
☐ Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3. **Application is made for 2.5% resident vendor preference for the reason checked:**  
☐ Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4. **Application is made for 5% resident vendor preference for the reason checked:**  
☐ Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**  
☐ Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**  
☐ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (*West Virginia Code*, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Not applicable Signed: \_\_\_\_\_  
 Date: \_\_\_\_\_ Title: \_\_\_\_\_

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

RFQ No. **FLT12006**STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT**

**West Virginia Code §5A-3-10a states:** No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**EXCEPTION:** The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (*West Virginia Code §61-5-3*), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

**WITNESS THE FOLLOWING SIGNATURE**

Vendor's Name: Automotive Resources International (ARI)

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

State of \_\_\_\_\_

County of \_\_\_\_\_, to-wit:

Taken, subscribed, and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

My Commission expires \_\_\_\_\_, 20\_\_.

AFFIX SEAL HERE

NOTARY PUBLIC \_\_\_\_\_





State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER
FLT12006

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
KRISTA FERRELL 304-558-2596

## RFQ COPY

TYPE NAME/ADDRESS HERE

Automotive Rentals, Inc.  
4001 Leadenhall Road  
Mount Laurel, NJ 08054

DEPARTMENT OF ADMINISTRATION  
FLEET MANAGEMENT OFFICE  
2101 WASHINGTON STREET, EAST  
BUILDING 17  
CHARLESTON, WV  
25305 304-558-0086

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/19/2012				

BID OPENING DATE: 01/26/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO:						
1.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST AND						
2.) PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORIGINAL REQUEST FOR QUOTATION (FLT12006)						
BID OPENING DATE REMAINS: 01/26/2012						
BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 1 *****						
0001	1	EA		550-91		
AUTOMATIC VEHICLE LOCATION DEVICES						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 704-556-2630	DATE 02/21/2012
TITLE District Manager	FEIN 21-0622527	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

## GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
  2. The State may accept or reject in part, or in whole, any bid.
  3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
  4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
  5. Payment may only be made after the delivery and acceptance of goods or services.
  6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
  7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
  8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
  9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
  10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
  11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
  12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
  13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.html](http://www.state.wv.us/admin/purchase/vrc/hipaa.html) and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
  14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
  15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
  16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.
- I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or Fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

### INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

### Technical Questions

RE: FLT12006 Automatic Vehicle Location Equipment and Services

**Question 1:** Regarding 4.2, 4.3, and 4.4: Package calls for vehicle inspection compliance (RFID equipped vehicle). This requirement is not spelled out in the cost sheet. If this requirement is applicable to the entire fleet, then there is only one vendor suited for this requirement. In this case, there is little point in competitive bidding. So, is vehicle inspection compliance required?

**Response 1:**

[Solicitation Page 12, Section 4.2] The section is changed to read:

- 4.2 Basic equipment with engine diagnostic capabilities shall be powered by the vehicle and include engine on/off detection; accelerometer, gyroscopic, and geospatial location capability. Basic equipment with engine diagnostic capabilities may be upgradable to support additional functionality e.g., door open/closed, plow up/down, seatbelt on/off, etc.; and may be interoperable with other non-engine diagnostic devices such as employee tracker with panic feature, GPS device, laptop/notebook/notepad computer, driver behavior monitoring device, and vehicle inspection compliance device (RFID equipped vehicle), etc.

[Solicitation Page 12, Section 4.3] The section is changed to read:

- 4.3 Basic equipment without engine diagnostics shall be powered by the vehicle, or self-contained device battery, or by car charger and include accelerometer, gyroscopic, geospatial location capability. Basic equipment without engine diagnostics may be interoperable with other AVL devices allowing for retransmission of a panic signal using a GPS device, driver behavior monitoring device, and vehicle inspection compliance device (RFID equipped vehicle), etc.

[Solicitation Page 12, Sections 4.4.1 and 4.4.2] The sections are changed to read:

- 4.4.1 For data loggers with engine diagnostics: Browser client-server application for real-time reporting of device location, stop-detail, speed, fuel economy or use, odometer, engine diagnostic codes and for vehicles equipped with an RFID inspection compliance device, inspection compliance data. Additional functionality to modify organizational hierarchy/device/driver, use of dynamic application filtering, and ad-hoc reporting including breadcrumb, geofence, landmark, odd-hours, etc.
- 4.4.2 For data loggers without engine diagnostics: Browser client-server application for real-time reporting of device location, stop-detail, speed, and for vehicles equipped with an RFID inspection compliance device, inspection compliance data. Additional functionality to modify organizational hierarchy/device/driver, use of dynamic application filtering, and ad-hoc reporting including breadcrumb, geofence, landmark, odd-hours, etc.



**Question 2:** Regarding 4.2, and 4.3: Package calls for accelerometer and gyroscope. These items often do the same function. Does this requirement mean you need to have one or the other, or does one need to have both?

**Response 2:** Both. The State requires the following alerts: The vehicle exceeds either posted speed limit or agency-assigned speed threshold; whenever the vehicle brakes excessively; and whenever the vehicle makes an erratic lane change.

**Question 3:** Where and when will all questions be posted with appropriate answers?

**Response 3:** Technical questions and answers will be provided to prospective Vendors using an Addendum format. The Purchasing Division makes every effort to provide timely response to technical questions provided prior to the technical question deadline identified in the solicitation.

**Question 4:**

- 4.8 Application Security: The Vendor(s)' browser client-server application must provide the ability to provide user authentication, strong passwords, action selection for a maximum number of failed logon attempts, application lock, an inactivity timeout, and certificate delivery.

In reference to section 4.8 in the Scope of Work, does the State have a definition or requirement for "strong passwords?" e.g. alphanumeric, symbols?

**Response 4:** Strong passwords must be at least 8-characters long; not to exceed 32-characters and at a minimum contain at least: one upper and lowercase character, one digit, and one punctuation character.

**Question 5:** We would like to bid on the 500 AVL units that are currently in the RFQ. Can we bid on those units separate from the remaining 1200?

We currently can't accommodate 5.2.1, but we are working to make that available in the future.

**Response 5:** [Solicitation Page 16, Section 6.1.1] The section is changed to read:

- 6.1.1 The Vendor is required to quote a fixed price fee for products and services contained in Section 4.0. Specifically, per-device and fixed price per-ping rate or data transmission service plan charges. If the Vendor elects not to bid a particular category, the Vendor must indicate by entering "No Bid" in the appropriate space provided on the Cost Proposal Bid Sheet. If no fee will be imposed on the State, the Vendor must indicate by entering "\$0.00" in the appropriate space provided on the Cost Proposal Bid Sheet.

Multiple awards under this contract may be made if in the best interest of the State of West Virginia. If multiple awards are made, the award/s will be by category and by data transmission type (GPRS and CMDA). There are eight categories which may yield up to

16 awards.

**Question 6:** The RFQ states that the contract will not be used to purchase cell phones or cell phone accessories. However, Section 2.1 states the device may be used as a Wi-Fi enabler (hot spot). Wi-Fi enabler devices (hot spot) are currently on the CPHONE07 contract. Is it the State's intent to allow agencies to purchase wireless data services through FLT12006 which are outside the scope of automatic vehicle location?

**Response 6:** The State does not intend to purchase wireless data services outside the scope of automatic vehicle location devices. If the AVL device has Wi-Fi enabler technology included as a standard feature of the device, it may be enabled under the contract. Additional Wi-Fi enabling peripherals outside the scope of FLT12006 will not be purchased using this contract.

**Question 7:** Can a vendor submit multiple bids?

**Response 7:** Vendors may submit multiple bids. Vendors submitting multiple bids should submit as separate bids and clearly identify product, manufacturer, and model being bid.

**Question 8:** Is the State of WV willing to utilize a WSCA Agreement to obtain services requested in FLT12006?

**Response 8:** No.

**Question 9:** If vendor installation is required, can the installation be completed at one site?

**Response 9:** Yes. It is the state's intent that installations will be accomplished at a centralized location.

**Questions 10:** Is the State going to award a GSM product and a CDMA product for each category?

**Question 10:** Yes. The State intends to award GPRS and CDMA by category if the bids are received for both communications technologies.

**Question 11:** Due to the complexity of the bid, can the bid submission be extended until Feb 23<sup>rd</sup>?

**Response 11:** No.

# SIGN IN SHEET

Request for Proposal No. 12006

PLEASE PRINT

Page 1 of 1

Date: 1/16/2012

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: Green Road Technologies	3 Twin Dolphin Dr	PHONE 404-929-0052
Rep: Peter Kittler	Suite 300	TOLL FREE
Email Address: peter.kittler@greenroad.com	Redwood Shores, CA 94065	FAX
Company: ZONAR SYSTEMS	17 309 E Morehead St. Ste 534	PHONE 619-206-8834
Rep: ROBERT WEINER	Charlotte NC 28202	TOLL FREE
Email Address: robert.weiner@zonarsystems.com	Attn: Patricia Berghahn 18200 Cascade Ave Ste 3 Seattle WA 98188	FAX 206-878-3082
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX



## SIGN IN SHEET

Request for Proposal No. 12006

PLEASE PRINT

Page 2 of 4  
Date: 1/6/2012

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME		MAILING ADDRESS	TELEPHONE & FAX NUMBERS	
Company:	GPS Insight	21803 N. Scottsdale Rd #220	PHONE	480 663 9471
Rep:	Evelyn Lawson	Scottsdale, AZ 85255	TOLL FREE	866 477 4321
Email Address:	<del>evelyn.lawson@gpsinsight.com</del>		FAX	480 513 1694
Company:	Network Fleet	6363 Greenwich Dr., Suite 200	PHONE	540 539 1351
Rep:	Charlie Curtis	San Diego, CA 92122	TOLL FREE	866 606 2277
Email Address:	ccurtis@networkfleet.com		FAX	858 450 3246
Company:	Inter Fleet Inc - webtech writers company	3006 Adeline St	PHONE	516 680 9606
Rep:	Chris Southard	Oceanside, NY 11572	TOLL FREE	1-877-434-4844
Email Address:	Chris.Southard@webtechwriters.com		FAX	416 348 9993
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	

**SIGN IN SHEET**

PLEASE PRINT

Request for Proposal No. 12006

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME		MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company:	<u>Radio Satellite Integrators</u>	<u>1904 Van Ness Ave</u>	PHONE <u>307 787 7700</u>
Rep:	<u>Bret Lm</u>	<u>Torrance, CA 90501</u>	TOLL FREE
Email Address:	<u>blm@radosat.com</u>		FAX <u>307 787 7435</u>
Company:	<u>Verizon Wireless</u>		PHONE <u>304-590-0100</u>
Rep:	<u>Kevin McKenzie - David Ombres</u>	<u>DAVID.OMBRES@VERIZONWIRELESS.COM</u>	TOLL FREE <u>304-807-0429</u>
Email Address:	<u>KEVIN.MCKENZIE@VERIZONWIRELESS.COM</u>		FAX
Company:	<u>AT&amp;T</u>		PHONE <u>304 932 8194</u>
Rep:	<u>D.J. Sigman</u>		TOLL FREE
Email Address:	<u>ds8355@att.com</u>		FAX <u>847 326 3980</u>
Company:			PHONE
Rep:			TOLL FREE
Email Address:			FAX
Company:			PHONE
Rep:			TOLL FREE
Email Address:			FAX

## SIGN IN SHEET

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Request for Proposal No. FL12006

PLEASE PRINT

Date: 1/6/2012

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME		MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company:	DATA Technology Solutions	4225 W. Lake Park Blvd. Ste 100	PHONE (617) 680-0125
Rep:	Rob Donahue	West Valley City, UT	TOLL FREE 866-294-8637, 888
Email Address:	RDONAHUE@WINNERS.COM	84120	FAX (801)-886-2849
Company:	PHH	940 RIDGEVIEW RD	PHONE 410-771-1560
Rep:	PAUL FITZGERALD	SPRING, MD 21152	TOLL FREE
Email Address:	phil.fitzgerald@phh.com		FAX
Company:	AEL	6000 Fairview Rd Sk	PHONE 704 538 2630
Rep:	Suzanne Cramer	5307	TOLL FREE
Email Address:	scramer@aelfut.com	Charlotte, NC 28210	FAX
Company:			PHONE
Rep:			TOLL FREE
Email Address:			FAX
Company:			PHONE
Rep:			TOLL FREE
Email Address:			FAX





State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

## Request for Quotation

RFQ NUMBER

FLT12006

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL  
304-558-2596

RFQ COPY

TYPE NAME/ADDRESS HERE

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DEPARTMENT OF ADMINISTRATION  
FLEET MANAGEMENT OFFICE  
2101 WASHINGTON STREET, EAST  
BUILDING 17  
CHARLESTON, WV  
25305 304-558-0086

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/24/2012				

BID OPENING DATE: 02/09/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 2						
THIS ADDENDUM IS ISSUED TO:						
1.) PROVIDE ANSWERS TO TECHNICAL QUESTIONS INADVERTENTLY OMITTED IN ADDENDUM NO. 1 AND						
2.) EXTEND THE BID OPENING DATE						
BID OPENING DATE IS EXTENDED TO: 02/09/2012						
BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 2 *****						
0001	1	EA		550-91		
AUTOMATIC VEHICLE LOCATION DEVICES						
***** THIS IS THE END OF RFQ FLT12006 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
H/AO	704-556-2630	02/21/2012
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
District Manager	21-0622527	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

## GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
  2. The State may accept or reject in part, or in whole, any bid.
  3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
  4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
  5. Payment may only be made after the delivery and acceptance of goods or services.
  6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
  7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
  8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
  9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
  10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
  11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
  12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
  13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.html](http://www.state.wv.us/admin/purchase/vrc/hipaa.html) and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
  14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
  15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
  16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.
- I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

### INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

## Automatic Vehicle Location Devices

### RFQ FLT12006

Question 1: 4.1 Is video capture a requirement?

Response1: The State intends to award to each equipment category identified in the RFQ. There are two equipment categories that specify video capture (data logger without engine diagnostics and video capture and data logger with engine diagnostics and video capture).

Question 2: 4.3 Is a self-contained battery option mandatory or just an option if not hard wired?

Response2: A self-contained battery option is required if the equipment is not directly powered by the vehicle (hard wired) or cannot be powered through the use of a car charger.

Question 3: 4.4.4 Is this statement referring to standard software upgrades or additional components with new features being added at no charge? Or is this referring to the monthly service plan for the data usage?

Response3: Data service plan.

Question 4: 4.6.10 Does the navigation need to be on a device supplied by us or can it be on a device the driver might already have such as a handset or tablet?

Response 4: Navigation may be on a device the driver might already have, e.g., Garmin (or equivalent).

Question 5: 5.5.2.1 Does the State want a separate invoice for each device or a separate invoice for each department?

Response5: The Vendor is responsible to meet the billing requirements identified in Section 5.5.2.1., i.e., (device, geographic location (division/office), and spending unit).

Question 6: Can a response to the RFQ incorporate equipment/services that the responding vendor has with a partner?

Response 6: Yes, however, vendors may not submit joint bids. Vendor submitting bid assumes all contractual obligations and is responsible for the work performed by a partner or subcontractor.

Question 7: Please explain the difference between a RFQ and RFP.

Response 7:

Request for Quotation (RFQ) - A document, containing the specifications or scope of work and all contractual terms and conditions that is used to solicit written bids. Conformity to specifications and price are the only factors used in the evaluation process. The Purchasing Division's RFQ form is a **WV-17**, with the agency (delegated purchasing) equivalent being a **WV-43** form. Award is made to the lowest



responsible bidder or bidders, as defined in the specifications, meeting all mandatory requirements of said specifications.

Request for Proposals (RFP) - A Best Value Procurement tool used to acquire professional and other services where the scope of work may not be well defined and cost is not the sole factor in determining the award. All criteria by which the bidders will be evaluated must be contained within the bid document. Award is made to the vendor meeting all mandatory specifications and obtaining the highest combined score of technical and cost proposals.

Question 8: Please clarify what you mean by Ancillary Equipment Battery. Is this for Garmin type devises or for standalone battery powered devises for trailer, equipment, etc.?

Response 8: A self-contained battery option is required if the equipment is not powered directly by the vehicle (hard wired) or cannot be powered through the use of a car charger. This requirement applies to all types of devices.

Question 9: On you pricing sheet would you be willing to add a column for different carriers' monthly fees?

Response 9: No.

Question 10: Is this service going to be integrated with and/or interface with other maintenance management and accident managements services?

Response 10: Yes.

Question 11: Are you going to require administrative support, custom reports, and consultation?

Response 11: Yes as outlined in the RFQ.



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Department of Administration  
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304-558-2596

RFQ COPY

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DEPARTMENT OF ADMINISTRATION  
FLEET MANAGEMENT OFFICE  
2101 WASHINGTON STREET, EAST  
BUILDING 17  
CHARLESTON, WV  
25305 304-558-0086

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS		
02/07/2012						
BID OPENING DATE: 02/21/2012		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 3						
THIS ADDENDUM IS ISSUED TO:						
1.) PROVIDE REVISED COST SHEET PER THE ATTACHED. VENDORS REGISTERED WITH THE WV STATE PURCHASING DIVISION MAY DOWNLOAD AN ELECTRONIC VERSION OF THIS PRICING SHEET AT: <a href="http://www.state.wv.us/admin/purchase/newbul.htm">HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/NEWBUL.HTM</a> VENDORS NOT REGISTERED WITH THE PURCHASING DIVISION MAY REQUEST AN ELECTRONIC COPY BY CONTACTING KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION AT KRISTA.S.FERRELL@WV.GOV. PLEASE BE SURE TO INCLUDE THE RFQ NUMBER IN THE SUBJECT LINE OF YOUR EMAIL.						
2.) TO EXEND THE BID OPENING DATE						
BID OPENING DATE IS EXTENDED TO: 02/21/2012 BID OPENING TIME REMAINS:1:30 PM						
***** END ADDENDUM NO. 3 *****						
This Addendum is being faxed for notification only and contains cost sheets which are too large to fax. Copies have been mailed to all vendors attending the mandatory pre-bid meeting.						
001	1	EA		550-91		
AUTOMATIC VEHICLE LOCATION DEVICES						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE <i>HAO</i>		TELEPHONE 704-556-2630		DATE 02/21/2012		
TITLE District Manager		FEIN 21-0622527		ADDRESS CHANGES TO BE NOTED ABOVE		

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Product ↓ Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission Service Plan Cost (\$/minute ping rate)	Data Transmission Service Plan Discount (\$/minute ping rate)	Net Data Transmission Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Asset Tracker # ____ without Panic Feature																			
Manufacturer																			
Model																			
CDMA Device Cost			50			\$0													\$0
GPRS Device Cost			50	\$375	\$125	\$250													\$12,500
Battery Cost			50			\$0													\$0
Antenna Cost			50			\$0													\$0
Car Charger Cost			50			\$0													\$0
Kits/Sets/Outfits Cost			50			\$0													\$0
Installation Cost			50						\$0										\$0
DSP Cost (5-minute ping)			50							\$16	\$1	\$15							\$750
Roaming Cost			50													\$0			\$0
Browser client-server application			50														\$0		\$0
Total																			\$13,250

Basic Package – Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger without engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of Roaming if out of state.



Product ↓ Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission Service Plan Cost (\$/minute ping rate)	Data Transmission Service Plan Discount (\$/minute ping rate)	Net Data Transmission Service Plan Cost (\$/minute ping rate)	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Employee Tracker (key job) # ____ with Panic Feature																		
Manufacturer																		
Model																		
CDMA Device Cost			50			\$0												\$0
GPRS Device Cost			50			\$0												\$0
Battery Cost			50			\$0												\$0
Antenna Cost			50			\$0												\$0
Car Charger Cost			50			\$0												\$0
Kits/Sets/Outfits Cost			50			\$0												\$0
Installation Cost			50						\$0									\$0
DSP Cost (5-minute ping)			50									\$0						\$0
Roaming Cost			50											\$0				\$0
Browser client-server application			50														\$0	\$0
Total																		\$0

Basic Package – Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of Roaming if out of state.

Product ↓ Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission in Service Plan Cost (\$/minute ping rate)	Data Transmission in Service Plan Discount (\$/minute ping rate)	Net Data Transmission in Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Data Logger #___ with Engine Diagnostics																			
Manufacturer																			
Model																			
CDMA Device Cost OBD-II			500			\$0													\$0
CDMA Device Cost J1708/J1930			500			\$0													\$0
GPRS Device Cost OBD-II			500	\$390	\$120	\$270													\$135,000
GPRS Device Cost J1708/J1930			500	\$390	\$120	\$270													\$135,000
Battery Cost			500			\$0													\$0
Antenna Cost			500			\$0													\$0
Car Charger Cost			500			\$0													\$0
Kits/Seals/Outfits Cost			500	\$35	\$0	\$35													\$17,500
Installation Cost			500				\$90		\$90										\$45,000
DSP Cost (5-minute ping)			500							\$30	\$4	\$26							\$13,000
Roaming Cost			500												\$0				\$0
Browser client-server application			500															\$0	\$0
Total																			\$345,500

Basic Package – Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger without engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of roaming if out of state.

Product / Service	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission Service Plan Cost (\$5-minute ping rate)	Data Transmission Service Plan Discount (\$5-minute ping rate)	Net Data Transmission Service Plan Cost (\$5-minute ping rate)	DSP Running Cost	DSP Running Discount	Net DSP Running Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Data Logger # without Engine																			
Diagnosics																			
Manufacturer	Netcord/Inet																		
Model	5200																		
CDMA Device Cost																			
GPS Device Cost																			
Battery Cost																			
Antenna Cost																			
Car Charger Cost																			
Kas/Sas/Quils Cost																			
Installation Cost																			
DSP Cost (\$5minute ping)																			
Roaming Cost																			
Browser client-server application																			

Basic Package - Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP - 12 month service plan for engine diagnostics, data logger with engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics.  
 Roaming Cost - Cost of Roaming if out of state.

Product ↓ Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission Service Plan Cost (\$/minute ping rate)	Data Transmission Service Plan Discount (\$/minute ping rate)	Net Data Transmission Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Data Logger with Visual/Audible Driver Alerts and with Engine Diagnostics #																			
Manufacturer																			
Model																			
CDMA Device Cost OBD-II			50			\$0													\$0
CDMA Device Cost J1708/J1930			50			\$0													\$0
GPRS Device Cost OBD-II			50			\$0													\$0
GPRS Device Cost J1708/J1930			50			\$0													\$0
Battery Cost			50			\$0													\$0
Antenna Cost			50			\$0													\$0
Car Charger Cost			50			\$0													\$0
Kits/Sets/Outfits Cost			50			\$0													\$0
Installation Cost			50						\$0										\$0
DSP Cost (5-minute ping)			50									\$0							\$0
Roaming Cost			50												\$0				\$0
Browser client-server application			50															\$0	\$0
Total																			\$0

Basic Package - Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP - 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost - Cost of roaming if out of state.



Product   Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission Service Plan Cost (\$/minute ping rate)	Data Transmission Service Plan Discount (\$/minute ping rate)	Net Data Transmission Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Data Logger with Visual/Audible Driver Alerts and without Engine Diagnostics # _____																			
Manufacturer																			
Model																			
CDMA Device Cost			2000			\$0													\$0
GPS Device Cost			2000			\$0													\$0
Battery Cost			2000			\$0													\$0
Antenna Cost			2000			\$0													\$0
Car Charger Cost			2000			\$0													\$0
Kits/Sets/Outfits Cost			2000			\$0													\$0
Installation Cost			2000						\$0										\$0
DSP Cost (5-minute ping)			2000									\$0							\$0
Roaming Cost			2000													\$0			\$0
Browser client-server application			2000															\$0	\$0
Total																			\$0

Basic Package – Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger without engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of Roaming if out of state.

Product ↓ Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission in Service Plan Cost (5-minute ping rate)	Data Transmission in Service Plan Discount (5-minute ping rate)	Net Data Transmission in Service Plan Cost (5-minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Data Logger with Video Capture and with Engine Diagnostics # _____																			
Manufacturer																			
Model																			
CDMA Device Cost OBD-II			50			\$0													\$0
CDMA Device Cost J1708/J1930			50			\$0													\$0
GPRS Device Cost OBD-II			50			\$0													\$0
GPRS Device Cost J1708/J1930			50			\$0													\$0
Battery Cost			50			\$0													\$0
Antenna Cost			50			\$0													\$0
Car Charger Cost			50			\$0													\$0
Kits/Seals/Outfits Cost			50			\$0													\$0
Installation Cost			50						\$0										\$0
DSP Cost (5-minute ping)			50									\$0							\$0
Roaming Cost			50												\$0				\$0
Browser client-server application			50															\$0	\$0
Total																			\$0

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 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of roaming if out of state.

Product / Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission in Service Plan Cost (\$/minute ping rate)	Data Transmission in Service Plan Discount (\$/minute ping rate)	Net Data Transmission in Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Data Logger with Video Capture and without Engine Diagnostics # _____																			
Manufacturer																			
Model																			
CDMA Device Cost OBD-II			200			\$0													\$0
CDMA Device Cost J1708/J1930			200			\$0													\$0
GPRS Device Cost OBD-II			200			\$0													\$0
GPRS Device Cost J1708/J1930			200			\$0													\$0
Battery Cost			200			\$0													\$0
Antenna Cost			200			\$0													\$0
Car Charger Cost			200			\$0													\$0
Kits/Seals/Orifits Cost			200			\$0													\$0
Installation Cost			200						\$0										\$0
DSP Cost (5-minute ping)			200									\$0				\$0			\$0
Roaming Cost			200																\$0
Browser client-server application			200															\$0	\$0
Total																			\$0

Basic Package - Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger without engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP - 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost - Cost of Roaming if out of state.

Product ↓ Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission Service Plan Cost (\$/minute ping rate)	Data Transmission Service Plan Discount (\$/minute ping rate)	Net Data Transmission Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Ancillary Equipment Battery # ____																			
Manufacturer	Network/fleet																		
Model		AT-1400 Battery																	
CDMA Device Cost OBD-II																			
CDMA Device Cost J1708/J1930																			
GPRS Device Cost OBD-II																			
GPRS Device Cost J1708/J1930																			
Battery Cost			50	\$45	\$0	\$45													\$2,250
Antenna Cost																			
Car Charger Cost																			
Kits/Sets/Outfits Cost																			
Installation Cost																			
DSP Cost (5-minute ping)																			
Roaming Cost																			
Browser client-server application																			
Total																			\$2,250

Basic Package – Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of roaming if out of state.



Product ↓ Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission in Service Plan Cost (\$/minute ping rate)	Data Transmission in Service Plan Discount (\$/minute ping rate)	Net Data Transmission in Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Ancillary Equipment Battery # ____																			
Manufacturer	Networkfleet																		
Model		Combination																	
CDMA Device Cost OBD-II																			
CDMA Device Cost J1708/J1930																			
GPRS Device Cost OBD-II																			
GPRS Device Cost J1708/J1930																			
Battery Cost																			
Antenna Cost			50	\$30	\$0	\$30													\$1,500
Car Charger Cost																			
Kits/Sets/Outfits Cost																			
Installation Cost																			
DSP Cost (5-minute ping)																			
Roaming Cost																			
Browser client-server application																			
Total																			\$1,500

Basic Package – Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of Roaming if out of state.

Product → Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission in Service Plan Cost (\$/minute ping rate)	Data Transmission in Service Plan Discount (\$/minute ping rate)	Net Data Transmission in Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	DSP Roaming Discount	Net DSP Roaming Cost	Browser Client-Server Application Cost	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Ancillary Equipment Battery # _____																			
Manufacturer																			
Model																			
CDMA Device Cost OBD-II																			
CDMA Device Cost J1708/J1930																			
GPRS Device Cost OBD-II																			
GPRS Device Cost J1708/J1930																			
Battery Cost																			
Antenna Cost																			
Car Charger Cost			50			\$0													\$0
Kits/Sets/Outfits Cost																			
Installation Cost																			
DSP Cost (5-minute ping)																			
Roaming Cost																			
Browser client-server application																			
Total																			\$0

Basic Package – Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of Roaming if out of state.

Product ↓ Service →	Manufacturer	Model	Estimated Device Requirement	Device Cost.	Device Discount	Net Device Cost	Installation Cost	Installation Discount	Net Installation Cost	Data Transmission in Service Plan Cost (\$/minute ping rate)	Data Transmission in Service Plan Discount (\$/minute ping rate)	Net Data Transmission in Service Plan Cost (\$/minute ping rate)	DSP Roaming Cost	Net DSP Roaming Cost	Browser Client-Server Application Cost.	Browser Client-Server Application Discount	Net Browser Client-Server Application Cost	Total Cost
Ancillary Equipment Battery # _____																		
Manufacturer	Networkfleet																	
Model		AT-1400 Bracket																
CDMA Device Cost OBD-II																		
CDMA Device Cost J1708/J1930																		
GPRS Device Cost OBD-II																		
GPRS Device Cost J1708/J1930																		
Battery Cost																		
Antenna Cost																		
Car Charger Cost																		
Kits/Sets/Outfits Cost			50	\$20	\$0	\$20												\$1,000
Installation Cost																		
DSP Cost (5-minute ping)																		
Roaming Cost																		
Browser client-server application																		
Total																		\$1,000

Basic Package – Device (asset tracker, employee tracker, data logger with engine diagnostics, data logger with visual/audible alerts and engine diagnostics, data logger with visual/audible alerts without engine diagnostics, data logger with video capture and engine diagnostics, data logger with video capture without engine diagnostics) and user manual.  
 DSP – 12 pings per hour or unlimited data transmission for ancillary equipment.  
 Roaming Cost – Cost of roaming if out of state.

# **Exhibit I – Networkfleet 5000 Spec Sheet**



**Automotive Resources International**

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# 5000 Series Product Line Spec Sheet



Networkfleet's 5000 series product line is designed to enable fleets to connect with every aspect of their vehicle operations. The 5000 series hardware offers affordable wireless coverage, transmitting vehicle location, performance, diagnostics (5500), and sensor event information for your fleet. The serial port\* on the 5000 hardware also allows for seamless integration with compatible Garmin devices and NMEA feeds.

The 5000 series product line offers 24/7 visibility into fleet assets, which enables fleet managers to easily locate vehicles in real-time and view specific vehicle data such as current location, mileage, speed, fuel consumption, and diagnostic trouble codes — increasing response time and reducing operating costs.

Networkfleet is a universal solution, compatible on all light, medium, and heavy vehicles. It consists of an in-vehicle unit and an online application, all of which communicate on the AT&T Wireless GPRS data network.

The 5000 product line features two different automotive grade hardware devices:

- **5500** – The 5500 is compatible with Light and Heavy Duty vehicles with an OBD-II diagnostic link connector (cars and light trucks 1996 and newer) or J1708/J1939 6-pin or 9-pin diagnostic link connector (heavy trucks 1988 and newer).
- **5200** – The 5200 is universally compatible with all types of vehicles and it is compatible with any harness option designed to work with the 5000 product line. Regardless of the harness type used, the 5200 will not gather diagnostic information from the vehicle.



## Features and Benefits:

- **Easy Installation:** Plug & play design provides for easy, quick installation without splicing wires.
- **Vehicle Diagnostics:** Remote diagnostics capabilities enable monitoring of diagnostic trouble codes, ignition status, speed, odometer, fuel efficiency and more.
- **Internal Antenna:** This hardware line comes standard with both the GPS and cellular antennas internal to the unit. An optional window-mount GPS antenna can be purchased and installed using the serial port on the 5000 series device.
- **Automatic Harness Detection:** The hardware is built with harness detection firmware so that either a light or heavy duty harness can be used with the 5500 or 5200.
- **Serial Port Functionality:** The serial port on the 5000 series product allows for integration with compatible Garmin devices or a constant NMEA data feed between the device and other devices in the vehicle.
- **Sensor Detection:** The 5000 series product line includes sensor ports for monitoring various voltage events occurring within the vehicle such as: PTO engagement/disengagement, secondary engine on/off, and door open/close.

\* The optional window-mount GPS antenna, the modified Garmin FMI cable, or the NMEA cable cannot be used simultaneously. Only one accessory may be used at a time.



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fleetinfo@networkfleet.com  
networkfleet.com



Physical Specifications	
Size	5.17" L x 2.80" W x 1.04" H (131.41mm x 71.08mm x 26.39mm)
Weight	4.8 oz (136.1 g)
General Specifications	
Input Voltage	+8 to +30 VDC
Power Consumption	
Normal (key on) Operating Mode	30 mA @ 14V 5500 Light, 5200 30 mA @ 24V 5500 Heavy
Sleep (key off) Mode	16 mA @ 12V 5500 Light, 5200 30 mA @ 24V 5500 Heavy
Fault Protection	Reversed battery, over- voltage, loss-of-ground
Fuse	Internal 2.2 A trip point, self-resetting
Auxiliary/Debug Interface	115200 baud serial (TTL levels)
Antennae	Internal GSM & GPS antennas
Energy Reserve	Loss of power detection circuit
Accelerometer	+/- 2 g
Environmental Specifications	
Temperature	
Operating	-30 C to +80 C
Non-Operating	-40 C to +90 C
Humidity	10% to 90% RH
Wireless Specifications	
Wireless	Internal Cinterion Wireless Modules EGS3 Modem GSM 850/900/1800/1900 MHz
Regulatory Approvals	FCC, Industry Canada

GPS Specifications	
Receiver	L1 Frequency (1575.42 MHz), 50 channels, continuous tracking receiver
Accuracy	Horizontal (< 5 meters @ 90%)
Acquisition	Cold Start < 32 sec. @ -146dBm Warm Start < 32 sec. @ -160dBm Hot Start < 1 sec. @ -160dBm
Window-Mount GPS Antenna (Optional)	
GPS Specifications	See above
Size	2.17" L x 1.65" W x 0.59" H (55.1mm x 42.0mm x 15.0mm)
Diagnostic Specifications (5500 Only)	
Physical Layers	
5500 with Light Duty Harness	SAE J1850 PWM (41.6 Kb/s) SAE J1850 VPW (10.4 Kb/s) ISO 9141-2 (10.4 Kb/s) ISO 14230 (KWP 2000, 12 Volt) ISO 15765 (CAN 2.0b, 250 Kb/s, 500 Kb/s)
5500 with Heavy Duty Harness	SAE J1708 SAE J1939
Application Layers	Software configurable
Sensor/Serial Specifications	
Sensor Input Voltage	-30 to +30 VDC
Sensor Detection Thresholds Off On Undefined	(-3V < x < +3V) (-24V < x < -5V or +5V < x < +24V) (-5V < x < -3V or +3V < x < +5V)
Serial External Power Capacity	1 A @ 12V (max)
Serial Communication Interface	115200 baud serial RS232

## **Exhibit II – Networkfleet AT 1400 Spec Sheet**



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## Networkfleet's AT-1400

**Networkfleet's AT-1400 provides reliable, battery powered tracking for your fixed and movable fleet assets.**

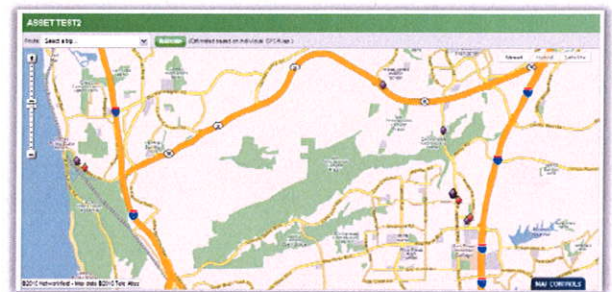
- Designed for monitoring assets like trailers, sheds, generators, and heavy equipment
- Reports location and movement of assets.
- Configurable update rates and field replaceable battery
- Battery life lasts up to 6 years depending on update configuration and installation location
- Industrial grade design and hardened sealed enclosures allow for functionality in extreme environmental conditions
- Compliant with SAE J1455 and IP-67 environmental standards
- Two mounting options; the AT-1400 may be mounted to the asset using Networkfleet certified VHB tape (provided with unit) for a more permanent installation method or a mounting bracket (purchased separately) for AT-1400s that may need to be moved
- 3-year hardware device warranty (excludes battery); does not include Roadside Assistance



### Online Features

AT-1400 equipped assets fit seamlessly into Networkfleet's existing online application including mapping, dashboards, lists, reports, and alerts.

- AT-1400 units appear on maps alongside the remainder of your fleet (diamond icons identify assets).
- Device activation and deactivation occurs in the same manner as other Networkfleet hardware units.
- The unit has a 7-digit serial number beginning with "14" that can easily be registered via the fleet website.
  - To register any Networkfleet hardware units, including the AT-1400, simply go to "Registration" under the Admin tab on your fleet website and enter the serial number of the device. The user will be directed, based on serial number, to the appropriate registration page.
- The following reports and alerts can include the AT-1400 assets:
  - Activity Detail
  - Activity Alerts
  - Geofence Violation
  - Odd Hours/Movement
  - Landmark by Landmark
  - Landmark by Vehicle
- Driving Directions and "Closest To" capability can be used with AT-1400 equipped assets.



### Message Configuration Options

The AT-1400 comes out of the box with a base configuration (listed below); however the configuration may be changed over the air by Networkfleet's Customer Care department. The AT-1400's configuration options include:

Configuration Options	Regular Location Update Frequency	Location Update on Movement	Location Update on Stop	Location Update Frequency while Moving
1	Once every day	Yes	Yes	NA
2 (Base)	Once every day	No	No	NA
3	Once every day	Yes	Yes	15 minutes
4	Once every day	Yes	Yes	60 minutes
5	Once every 2 days	No	No	NA
6	Once every 2 days	Yes	Yes	15 minutes
7	Once every 2 days	Yes	Yes	60 minutes

Choosing a configuration with less reporting will increase battery life, but will decrease the number of data points. Choosing a configuration with more reporting will allow more location analysis, but will decrease battery life.

**For questions or additional information on the AT-1400, please contact your Networkfleet sales representative or Customer Care at 866.227.7323.**



# AT-1400 Asset Tracker



Networkfleet's AT-1400 provides reliable, battery powered tracking for your fixed and movable fleet assets such as trailers, sheds, generators, heavy duty equipment, and any other property of value that may need to be monitored. The AT-1400 uses the latest wireless communication and GPS technology to report location and movement for your field assets.

Designed to comply with SAE J1455 and IP-67, the AT-1400 features hardened, sealed enclosures to allow for maximum functionality in extreme environmental conditions. The AT-1400 is also equipped with heavy duty adhesive tape for ease of installation and a field replaceable battery.

\*Battery life is dependent on configuration, environment, and usage.

## Contact Networkfleet

6363 Greenwich Dr., Suite 200, San Diego, CA 92122

Phone: 866.227.7323

Fax: 858.450.3246

Email: [fleetinfo@networkfleet.com](mailto:fleetinfo@networkfleet.com)

Website: [networkfleet.com](http://networkfleet.com)

## Physical Specifications

Size	9.11" L x 3.16" W x 0.99" H (231mm x 80mm x 25mm)
Weight	1.2 lbs (0.55 kg)

## General Specifications

Battery Assembly	7.2 Volts DC
Battery Capacity	10.5 Ah Approximately 2200 pings depending on usage and conditions
Battery Shelf Life	10 years if stored in temperature controlled environment (10 C to 25 C and low humidity) 7 years if stored in uncontrolled, external environment (<10 C or >25 C)

## GPS Specifications

Receiver	L1 1575.42 MHz 50 channel
Accuracy	2.5m Horizontal CEP, 50%, 24 hours static, -130dBm, SEP: <3.5m
Acquisition	Cold Start 32 sec. @ -146dBm Warm Start 32 sec. @ -160dBm Hot Start 1 sec. @ -160dBm
Antenna	Internal

## Wireless Specifications

Wireless	Telit GE865-QUAD Quad Band EGSM 850/900/1800/1950 MHz
Regulatory Approvals	FCC, Industry Canada

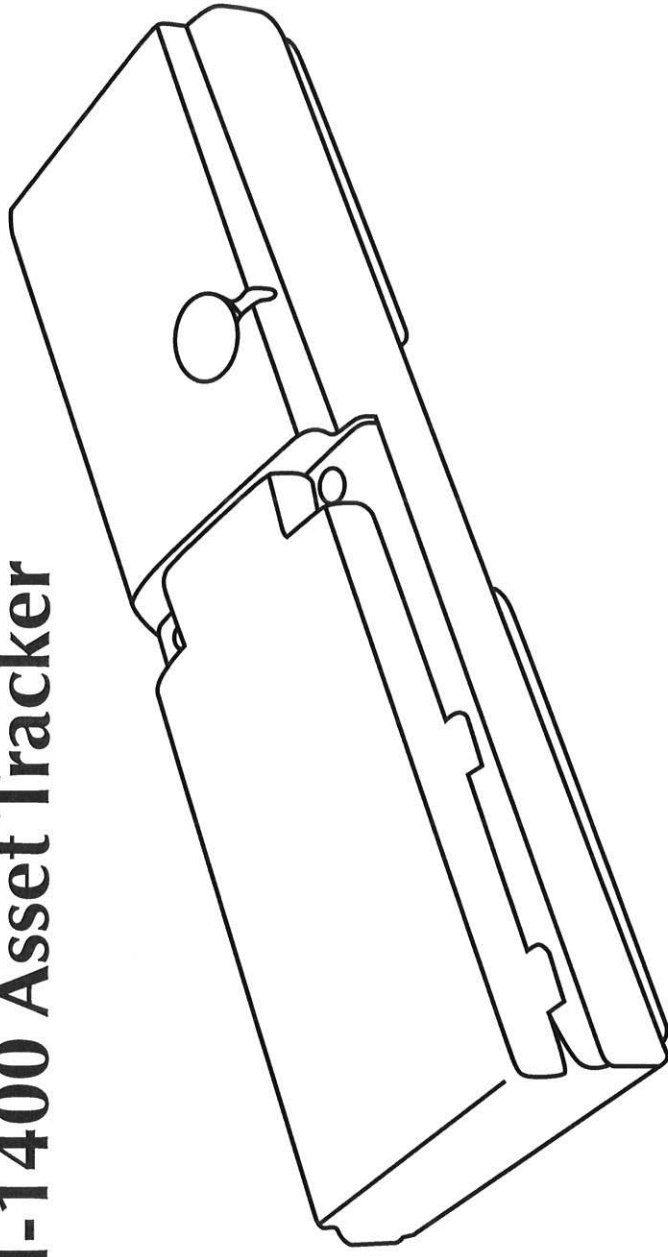
## Environmental Specifications

Temperature	
Operating	-40 C to +85 C
Non-Operating	-40 C to +85 C
Humidity	0% to 90% RH



# Networkfleet AT-1400 Asset Tracker

## Installation Guide



[www.networkfleet.com](http://www.networkfleet.com) | Customer Care: 866.227.7323 [customercare@networkfleet.com](mailto:customercare@networkfleet.com)



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## Registration Form & Activation

Fill out the enclosed registration form before completing installation. Be sure to record the Networkfleet Unit Serial Number (7 digits) along with other asset details for your records.

Networkfleet devices are shipped “cold” (not activated) from our facility. Activation is required prior to installation in order for your device to report.

### **networkfleet. AT-1400 Registration Form**

#### **REGISTRATION INSTRUCTIONS**

For self installations, please complete this form, then log in to: [www.networkfleet.com](http://www.networkfleet.com). In the top navigation area, click on the Admin tab. Next, click the Registration button to complete the registration using the data on this form. *For Networkfleet Certified Installers, please fax your completed registration form to 866-616-2131.*

Questions? Contact Networkfleet Customer Care at 1-866-227-7323



## AT-1400 Unit Overview

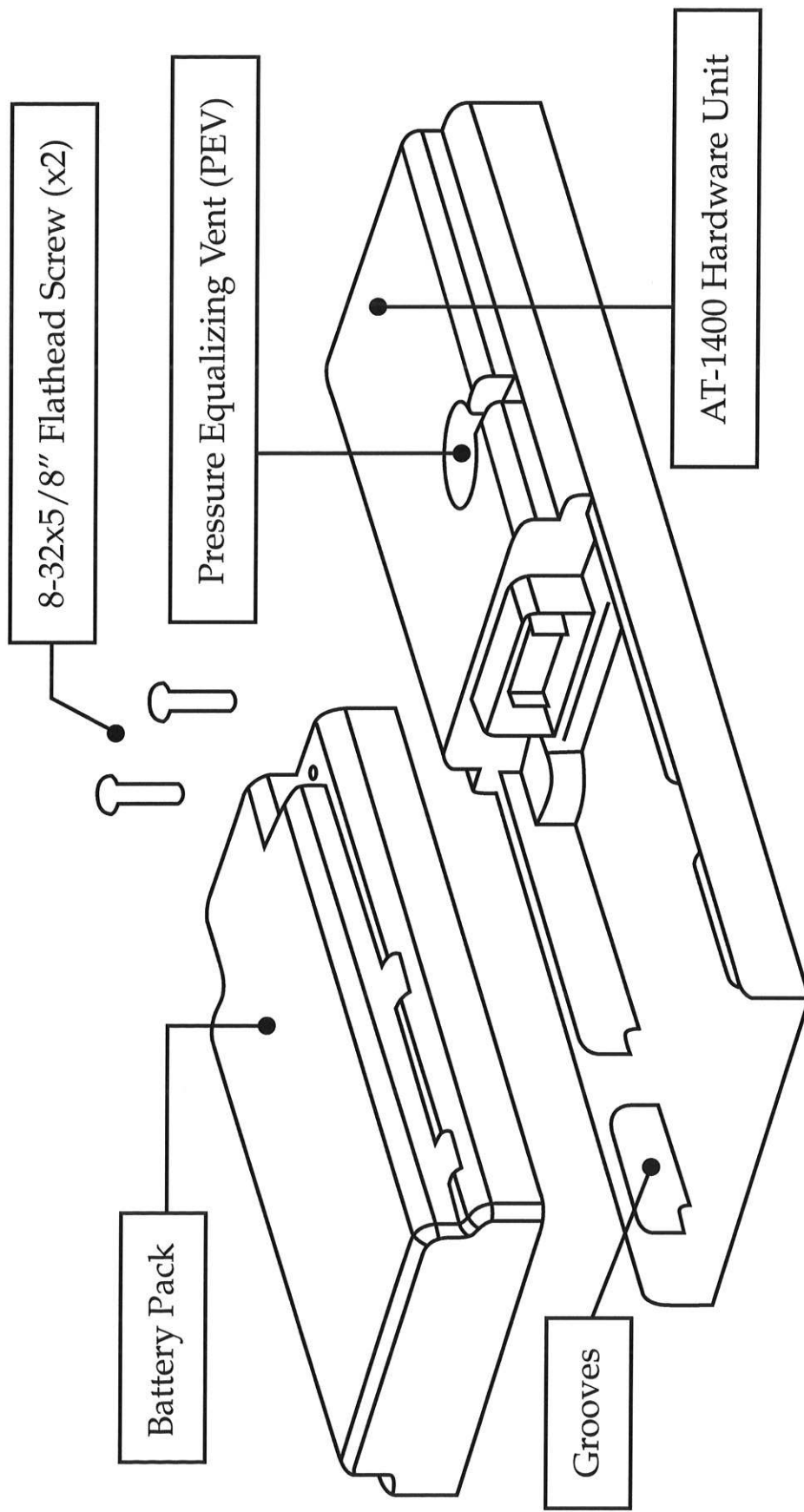
Networkfleet's AT-1400 provides battery powered tracking for your fixed and movable fleet assets such as trailers, sheds, generators, heavy duty equipment, and any other property that you may need to monitor.

The AT-1400 includes a replaceable battery and internal antenna.

The AT-1400 is shipped with a base configuration to report location information once per day.

The configuration may be modified by contacting Customer Care at 866.227.7323.

## AT-1400 Device (cont.)



1. Activate the AT-1400 via the Networkfleet Self Service Portal (SSP). Activation is required prior to installation in order for your device to report.
2. Remove the two screws. Connect the battery by sliding it forward until it overlaps with the two through-holes on the hardware unit; some force may be required.  
**Note:** Once the battery is connected, the device will begin transmitting location information (if activated).
3. Screw in the two 8-32 x 5/8" flathead screws (provided) to seal the battery and the unit together.

4. Find a location to secure the asset tracker to and use the enclosed alcohol preparation pad to clean the surface where the unit will be placed. For optimal operation, the AT-1400 should be placed on a flat, stationary surface with a clear view of the sky. The unit should be placed in the least obstructed location on the asset, and it should not be placed in an area completely covered by metal. Prior to affixing the AT-1400 to the asset and while the unit has a clear view of the sky, verify that the unit is operating by contacting Customer Care at 866.227.7323.
5. Be sure you are satisfied with the location before placing the unit. It will be **extremely** difficult to move the unit once it is affixed to the asset, because of the strength of the adhesive on the unit.
6. Once you are satisfied with the location, remove the protective strip from the bottom of the unit to expose the adhesive tape. The use of electrical tape or any other adhesive products to secure the unit is strongly discouraged. **Note:** As an alternate method for installing the AT-1400, a mounting bracket may be used instead of the adhesive tape. See page 9 for bracket installation instructions.



## Alternate Installation Instructions: Bracket Mount 9

As an alternate method for installing the AT-1400, the mounting bracket may be used instead of the VHB tape (already adhered to the unit). Installation using the bracket will allow for easier mobility of the AT-1400 hardware unit.

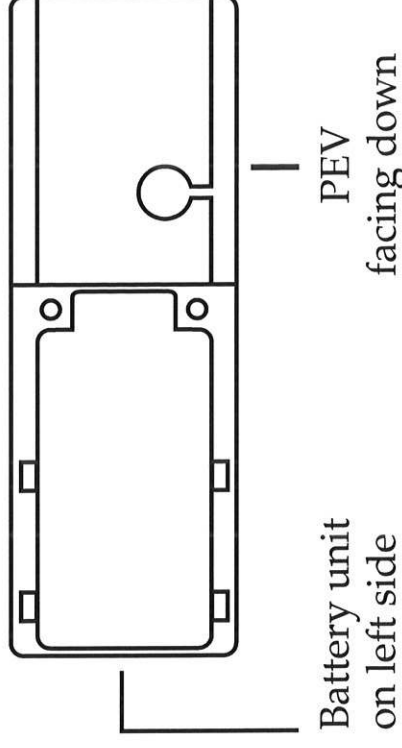
### To Install the Bracket

1. Remove the two flathead screws provided with the AT-1400 and make sure the battery is fully connected to the hardware unit. Prior to affixing the AT-1400 to the asset and while the unit has a clear view of the sky, verify that the unit is operating by contacting Customer Care at 866.227.7323.
2. Secure the bracket around the battery portion of the AT-1400 with the two #8-32 x 5/8" flathead screws provided with the unit.
3. Fasten the AT-1400 and bracket to the asset using four to six #6-32 screws (not provided). The specific screw type and length required will depend on the surface/asset you plan on affixing the bracket to. A drill may be required.

**NOTE:** The bracket must be removed first before replacing the AT-1400 battery.

## 10 Installation Best Practices/Verifying Installation

- If mounting on the side of an asset, the Pressure Equalizing Vent (PEV) on the unit must be pointing towards the ground. This ensures that the internal GPS antenna is pointing towards the sky for better accuracy.
- Networkfleet's standard is to install the unit on a stationary part of the asset, not a moving part (i.e. no lids, doors, hinges, etc.), with a clear view of the sky.



- Avoid snow and water accumulation. The AT-1400 is designed to be weatherproof, however if the device is left sitting in water/snow you may experience degraded antenna and GPS performance. The optimal operating temperature for the AT-1400 is -40 C to +85 C.
- Performance and/or functionality of the AT-1400 cannot be guaranteed if the unit is covered by metal.

Once the battery is connected, the AT-1400 will be operable and begin reporting location. We recommend that you allow 10 minutes for the unit to power up and obtain its first GPS reading. **The AT-1400 has no visible indicators to confirm that the device is operational.** To verify successful installation, call Customer Care at 866.227.7323 and select Option 5.

The AT-1400 includes a field replaceable battery. To replace:

1. Remove the two screws connecting the battery to the hardware unit.
2. Using a tool such as a flat head screwdriver, disengage the battery by placing the tool between where the unit and the battery meet.
3. Connect the new battery by placing it on the grooves of the hardware unit. Push down and slide the battery forward until the battery overlaps with the two through-holes (for screws) on the hardware unit; some force may be required.
4. Re-fasten the two original 8-32 x 5/8" flathead screws to seal the battery and the unit together.
5. **The AT-1400 has no visible indicators to confirm that the device is operational.** Call Customer Care at 866.227.7323 and select Option 5 to verify that the replacement battery is functioning correctly.

If you have any additional questions, you may contact  
Networkfleet Customer Care:

Toll Free Number: 866.227.7323

Fax: 815.361.9215

Email: [customercare@networkfleet.com](mailto:customercare@networkfleet.com)  
[www.networkfleet.com](http://www.networkfleet.com)

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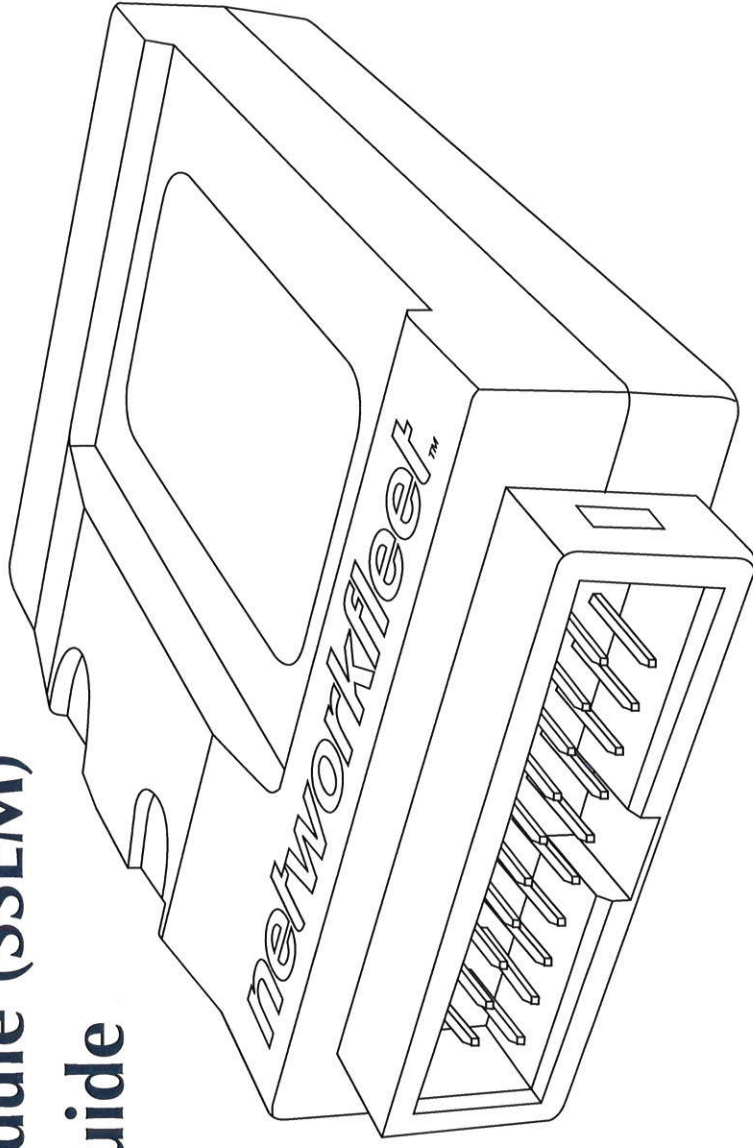
## **Exhibit III – Garmin Installation Guide**



**Automotive Resources International**

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# Networkfleet® Sensor/Serial Expansion Module (SSEM) Installation Guide



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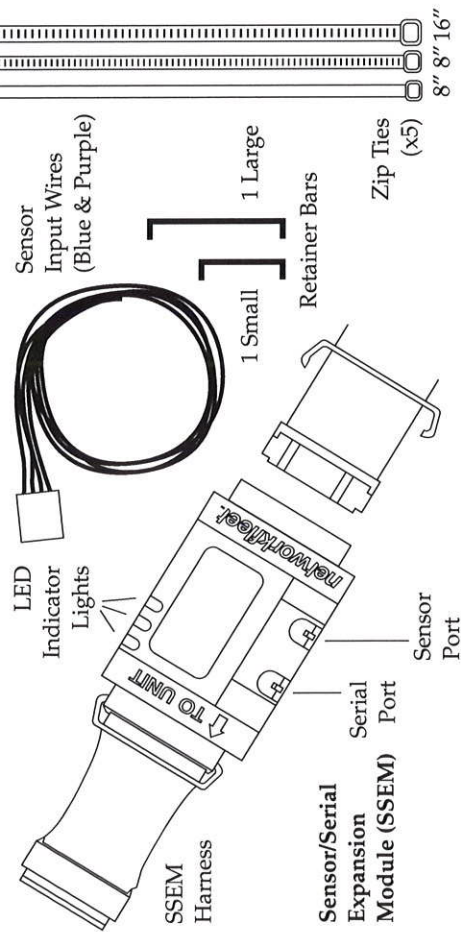


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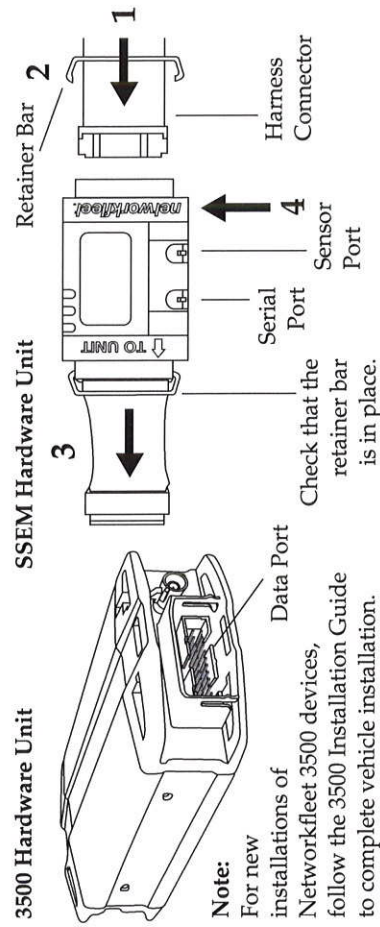
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The Networkfleet SSEM senses various voltage events occurring within the vehicle such as: PTO engagement/disengagement, secondary engine on/off, and door open/close. The SSEM can also be easily integrated with Garmin devices via a modified Garmin FMI cable (not pictured) that plugs into the serial port on the unit. The SSEM is backwards compatible with all hardware in Networkfleet's 3500 product line.



1. Connect 3500 Harness Connector directly to the SSEM. Light Duty, Heavy Duty and Universal 3500 harnesses can be installed using this method.
2. Use retainer bar to secure the Harness Connector and to ensure proper connection between the SSEM and unit harness.
3. Connect the SSEM Harness to the 3500 unit Data Port Interface. For proper connection, be sure that the key on the SSEM Harness lines up with the key on the Data Port.
4. Lastly, connect the Sensor Input Wires to the Sensor Port on the SSEM device.
5. To verify installation, call Customer Care at 866.227.7323 and select Option 5.





For ease of installation, Networkfleet suggests that sensor inputs be installed where an indicator light is present on the dash.

**Please review prior to performing sensor installation:**

- Installer shall use only a digital multi-meter to verify that line Voltage and Amperage are within the product tolerances.
- Installer shall use 24 gauge (minimum) wires for installation.
- Electrical connectors must be used when attaching sensor wires.
- Voltage testing should always be performed with a vehicle door open to avoid retained accessory power issues.

The 3500 SSEM comes equipped with two sensor inputs. Each sensor will be associated with a pair of input wires. One pair of wires (Purple, Black) will be associated with Sensor 1 and the other pair of wires (Blue, Black) will be associated with Sensor 2.

Use the Black wire of each pair to make a secure vehicle ground connection. Then, connect the other wire (Blue or Purple) of each pair to the desired signal to be monitored. If only one wire pair (sensor input)

is to be used, the other pair must be twisted together and insulated via heat shrink or some other secure means to prevent contact with any vehicle structures and to ensure it does not interfere with any moving parts in the vehicle.

The signal to be monitored should have two voltage states: One where there is no voltage (i.e. zero volts when referenced to ground) and another that falls in the range +5 to +24 or -5 to -24 volts. The signal being monitored should be capable of supplying 3 mA when a voltage is present. It is important that the voltage signal be tested to ensure it is continuously providing the necessary voltage and current when in the "on" or "active" position.

The following table shows how the signals are interpreted.

Wire A (Black)	Ground or reference for wire B
Wire B (Blue or Purple)	Off (-3V < x < +3V)
	On (-24V < x < -5V or +5V < x < +24V)
	Undefined (-5V < x < -3V or +3V < x < +5V)

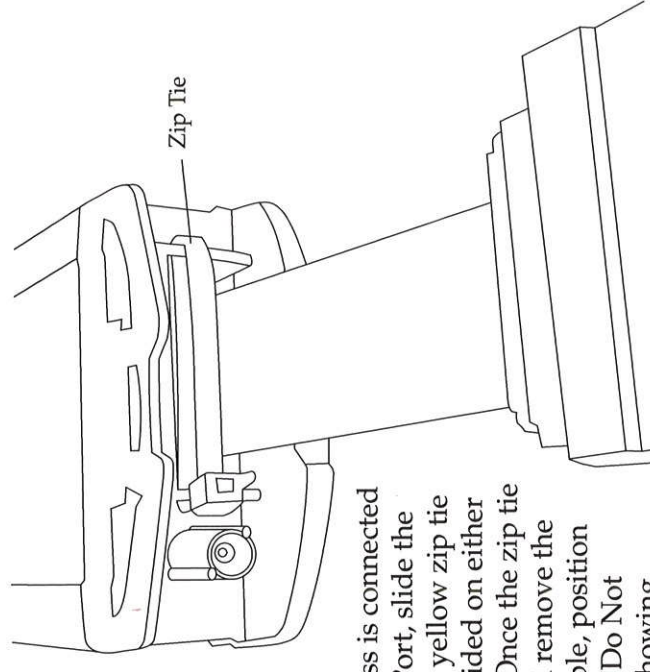
To perform this installation you will need: a 3500 hardware unit, an SSEM hardware unit, a modified Garmin FMI Cable, and a compatible Garmin device (listed below).

**Installation Instructions** (refer to page 5 for diagram)

1. Connect the 3500 Harness Connector directly to the SSEM.
2. Use the retainer bar to secure the Harness Connector and to ensure proper connection between the SSEM and unit harness.
3. Connect the SSEM Harness to the 3500 unit Data Port Interface. For proper connection, be sure that the key on the SSEM Harness lines up with the key on the Data Port.
4. Connect the modified Garmin FMI Cable to the Serial Port on the SSEM device.
5. Lastly, plug the other end of the modified Garmin FMI cable into the Garmin device.
6. **Required:** To verify installation and to enable Garmin functionality, call Customer Care at 866.227.7323 and select Option 5.

Networkfleet is **ONLY** compatible with Garmin devices that support **Fleet Management Interface Version 2.6 and higher**. The list of compatible units can be found here: [www.garmin.com/solutions/pnd/supportedproducts.jsp](http://www.garmin.com/solutions/pnd/supportedproducts.jsp) (look for "Supports Version 2.6 Fleet Management Interface" in the description)

**ALL** Garmin devices, even if they support **Fleet Management Interface Version 2.6**, will need a firmware update prior to installation. Please contact your sales representative or Networkfleet Customer Care to obtain update instructions.



Once the SSEM Harness is connected to the 3500 unit Data Port, slide the Networkfleet branded yellow zip tie through the slots provided on either side of the Data Port. Once the zip tie is in place, tighten and remove the excess plastic. If possible, position the zip tie so that the "Do Not Remove" message is showing.



## 10 Verifying Successful Installation/LED Behavior

## Completing the SSEM/Garmin Installation Card

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To verify successful installation, call Customer Care at 866.227.7323 and select Option 5.

**LED Behavior for Sensors:** When power is first applied, or the module is reset, all three LEDs should be turned on for a period of 5 seconds. Thereafter, the red LED should blink at a rate of once every two seconds to indicate the module is executing its firmware. While the module is in this normal operating mode, the yellow LED will provide status for Sensor input 1 and the green LED will provide status for Sensor input 2.

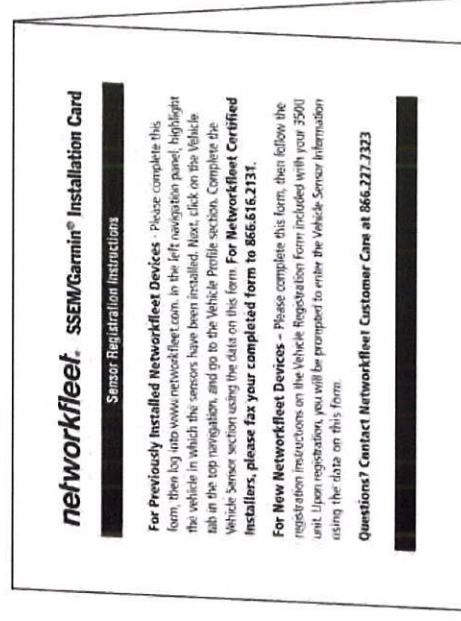
Whenever a sensor input makes a valid (i.e. recognized) transition from active to inactive or from inactive to active, its associated LED will blink once.

To ensure activation is complete, the vehicle must be idled or driven for at least 10 minutes to reach normal operating mode.

**Note:** If voltage does not meet the standards detailed in this guide, the SSEM may require the use of a relay switch to properly connect the sensor.

**LED Behavior for Garmin:** Once the Garmin is enabled and the vehicle is turned on, the red LED light should double blink every two seconds. This blinking pattern shows successful connection with the SSEM and 3500 hardware unit, but it does not verify successful communication with the Networkfleet website. To verify successful installation, call Customer Care at 866.227.7323 and select Option 5.

Before securing the device under the dashboard, make sure that you have recorded the appropriate information on the SSEM/Garmin Installation Card. Once all information is recorded, follow the instructions detailed on the card to update your fleet on [networkfleet.com](http://networkfleet.com).



# **Exhibit IV – ARI Pricing Clarifications – Accessories & Installations**



**Automotive Resources International**

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Networkfleet Accessory Price List  
as of 11/14/11

Item Number	Accessory	Type	Price
Parts047	OBD Harness	5000	\$ 35.00
Parts043	6 Pin Harness	5000	\$ 35.00
Parts044	9 Pin w/ square flange	5000	\$ 35.00
Parts045	9 Pin w/ D mount	5000	\$ 35.00
Parts046	Universal (3 wire)	5000	\$ 10.00
Parts040	Window mount GPS Antenna	5000	\$ 35.00
Parts041	Sensor Input Harness	5000	\$ 10.00
Parts042	OBD Adapter kit	5000	\$ 20.00
Parts038	Garmin FMI Cable	5000	\$ 55.00
	NMEA cable	5000	\$ 20.00
	Alternative Power Adaptor	5000	\$ 20.00
Parts003	OBD Harness	3500/4200	\$ 35.00
Parts001	6 Pin Harness	3500/4200	\$ 35.00
Parts002	9 Pin w/ square flange	3500/4200	\$ 35.00
	9 Pin w/ D mount	3500/4200	\$ 35.00
Parts004	Universal (3 wire)	3500/4200	\$ 10.00
Parts032	Combination Antenna A	3500/4200	\$ 30.00
Parts022	Combination Antenna B	3500/4200	\$ 30.00
Parts036	OBD Adapter kit	3500/4200	\$ 20.00
A-SEM003	Garmin FMI Cable/SSEM	3500	\$ 75.00
A-SSEM002	SSEM	3500/4200	\$ 40.00
Parts030	Reinstallation Kit	3500/4200	\$ 3.00
Parts031	Tamper Resistant Zip Ties (100/pk)	All	\$ 50.00
Parts039	AT-1400 Bracket	AT-1400	\$ 20.00
Parts037	AT-1400 Battery	AT-1400	\$ 45.00

Installation Type	Installation Pricing (per unit)	Definition
Installation Base (Plug/Play or 3 wire)	\$90.00	N/A
Add-on base installation(Garmin, AT-1400-SSEM),	\$35.00	N/A
Device Transfer or Swap	\$140.00	Swap - Remove Device from Vehicle and install new Device in same vehicle on the same day. Transfer - Remove device from vehicle and install same Device in a different vehicle on the same day.
Removal	\$70.00	Removal of the Device
No Show	\$75.00 per trip	If the installer makes the trip and the designated vehicle is not available, the Device cannot be installed.
Troubleshoot	\$90.00	Perform diagnostic testing to determine Device issues.
Mileage (after 51st mile from closest installer - round trip) <sup>2</sup>	Per trip	Networkfleet will follow the mileage guidelines as set forth by the Internal Revenue Service (IRS). Any changes in the mileage rate made by the IRS will commence on the effective date as stated by the IRS.

**Footnotes:**

1) Installation price for SSEM when existing sensing mechanism is already present. If you require a Networkfleet Certified Installer to create a sensing mechanism, this will be billed at \$30 per hour.

2) IRS website for your reference is <http://www.irs.gov>. In the search box, enter Standard Mileage Rate and refer to current year mileage rate.

1/1/2012

If you have any additional questions, you may contact  
Networkfleet Customer Care:

Toll Free Number: 866.227.7323

Fax: 815.361.9215

Email: [customercare@networkfleet.com](mailto:customercare@networkfleet.com)  
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