

STANDARD AGREEMENT FORM FOR TASK ORDER PROCUREMENT SYSTEM (TOPS)

1. TOPS Contract Number 0086-10-13-010	2. DGS Solicitation Number 2012-0200-0879	3. Financial Coding cc 10400135	4. Agency Assigned Encumbrance Number
5. Vendor Number 92-0131155	6. Project/Case Number	7. Alaska Business License Number 116276	
This contract is between the State of Alaska,			
8. Department of Administration		Division of Natural Resources hereafter the State, and	
9. Contractor Resource Data, Inc. (RDI)		hereafter the Contractor.	
Mailing Address 1205 East International Airport Road #100	City Anchorage	State AK	ZIP+4 99518
10. ARTICLE 1. Appendices: Appendices referred to in this contract and attached to it are considered part of it.			
<p>ARTICLE 2. Performance of Service:</p> <p>2.1 Appendix A (General Provisions), Articles 1 through 18, governs the performance of services under this contract.</p> <p>2.2 Appendix B sets forth the liability and insurance provisions of this contract.</p> <p>2.3 Appendix C sets forth the services to be performed by the contractor.</p>			
<p>ARTICLE 3. Period of Performance: The period of performance for this contract begins <u>6/17/2013</u> and ends <u>6/30/2014</u>.</p>			

<p>11. CERTIFICATION: I certify that the facts herein and on supporting documents are correct, that this voucher constitutes a legal charge against funds and appropriations cited, that sufficient funds are encumbered to pay this obligation, or that there is a sufficient balance in the appropriation cited to cover this obligation. I am aware that to knowingly make or allow false entries or alterations on a public record, or knowingly destroy, mutilate, suppress, conceal, remove or otherwise impair the verity, legibility or availability of a public record constitutes tampering with public records punishable under AS 11.56.815-.820. Other disciplinary action may be taken up to and including dismissal.</p>			
12. CONTRACTOR		13. CONTRACTING AGENCY	
Signature of Authorized Representative <i>Lois Hansen</i>		Department/Division Administration / Natural Resources <i>WCV 6/28/2013</i>	
Date <i>6/27/13</i>	Signature of Head of Contracting Agency or Designee <i>Marlys Hagen</i>	Date <i>6/28/13</i>	
Typed or Printed Name of Authorized Representative <i>Lois Hansen</i>		Typed or Printed Name Marlys Hagen	
Title <i>Dir. of Business Administration</i>		Title Procurement Specialist IV	

NOTICE: This contract has no effect until signed by the head of contracting agency or designee.

APPENDIX A
GENERAL PROVISIONS

Article 1. Definitions.

- 1.1 In this contract and appendices, "Project Director" or "Agency Head" or "Procurement Officer" means the person who signs this contract on behalf of the Requesting Agency and includes a successor or authorized representative.
- 1.2 "State Contracting Agency" means the department for which this contract is to be performed and for which the Commissioner or Authorized Designee acted in signing this contract.

Article 2. Inspection and Reports.

- 2.1 The department may inspect, in the manner and at reasonable times it considers appropriate, all the contractor's facilities and activities under this contract.
- 2.2 The contractor shall make progress and other reports in the manner and at the times the department reasonably requires.

Article 3. Disputes.

- 3.1 Any dispute concerning a question of fact arising under this contract which is not disposed of by mutual agreement shall be decided in accordance with AS 36.30.020-032.

Article 4. Equal Employment Opportunity.

- 4.1 The contractor may not discriminate against any employee or applicant for employment because of race, religion, color, national origin, or because of age, disability, sex, marital status, changes in marital status, pregnancy or parenthood when the reasonable demands of the position(s) do not require distinction on the basis of age, disability, sex, marital status, changes in marital status, pregnancy, or parenthood. The contractor shall take affirmative action to insure that the applicants are considered for employment and that employees are treated during employment without unlawful regard to their race, color, religion, national origin, ancestry, disability, age, sex, marital status, changes in marital status, pregnancy or parenthood. This action must include, but need not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The contractor shall post in conspicuous places, available to employees and applicants for employment, notices setting out the provisions of this paragraph.
- 4.2 The contractor shall state, in all solicitations or advertisements for employees to work on State of Alaska contract jobs, that it is an equal opportunity employer and that all qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, age, disability, sex, marital status, changes in marital status, pregnancy or parenthood.
- 4.3 The contractor shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising the labor union or workers' compensation representative of the contractor's commitments under this article and post copies of the notice in conspicuous places available to all employees and applicants for employment.
- 4.4 The contractor shall include the provisions of this article in every contract, and shall require the inclusion of these provisions in every contract entered into by any of its subcontractors, so that these provisions will be binding upon each subcontractor. For the purpose of including these provisions in any contract or subcontract, as required by this contract, "contractor" and "subcontractor" may be changed to reflect appropriately the name or designation of the parties of the contract or subcontract.
- 4.5 The contractor shall cooperate fully with State efforts which seek to deal with the problem of unlawful discrimination, and with all other State efforts to guarantee fair employment practices under this contract, and promptly comply with all requests and directions from the State Commission for Human Rights or any of its officers or agents relating to prevention of discriminatory employment practices.

4.6 Full cooperation in paragraph 4.5 includes, but is not limited to, being a witness in any proceeding involving questions of unlawful discrimination if that is requested by any official or agency of the State of Alaska; permitting employees of the contractor to be witnesses or complainants in any proceeding involving questions of unlawful discrimination, if that is requested by any official or agency of the State of Alaska; participating in meetings; submitting periodic reports on the equal employment aspects of present and future employment; assisting inspection of the contractor's facilities; and promptly complying with all State directives considered essential by any office or agency of the State of Alaska to insure compliance with all federal and State laws, regulations, and policies pertaining to the prevention of discriminatory employment practices.

4.7 Failure to perform under this article constitutes a material breach of the contract.

Article 5. Termination.

The Project Director, by written notice, may terminate this contract, in whole or in part, when it is in the best interest of the State. The State is liable only for payment in accordance with the payment provisions of this contract for services rendered before the effective date of termination.

Article 6. No Assignment or Delegation.

The contractor may not assign or delegate this contract, or any part of it, or any right to any of the money to be paid under it, except with the written consent of the Project Director and the Agency Head.

Article 7. No Additional Work or Material.

No claim for additional services, not specifically provided in this contract, performed or furnished by the contractor, will be allowed, nor may the contractor do any work or furnish any material not covered by the contract unless the work or material is ordered in writing by the Project Director and approved by the Agency Head.

Article 8. Independent Contractor.

The contractor and any agents and employees of the contractor act in an independent capacity and are not officers or employees or agents of the State in the performance of this contract.

Article 9. Payment of Taxes.

As a condition of performance of this contract, the contractor shall pay all federal, State, and local taxes incurred by the contractor and shall require their payment by any Subcontractor or any other persons in the performance of this contract. Satisfactory performance of this paragraph is a condition precedent to payment by the State under this contract.

Article 10. Ownership of Documents.

All designs, drawings, specifications, notes, artwork, and other work developed in the performance of this agreement are produced for hire and remain the sole property of the State of Alaska and may be used by the State for any other purpose without additional compensation to the contractor. The contractor agrees not to assert any rights and not to establish any claim under the design patent or copyright laws. The contractor, for a period of three years after final payment under this contract, agrees to furnish and provide access to all retained materials at the request of the Project Director. Unless otherwise directed by the Project Director, the contractor may retain copies of all the materials.

Article 11. Governing Law.

This contract is governed by the laws of the State of Alaska. All actions concerning this contract shall be brought in the Superior Court of the State of Alaska.

Article 12. Conflicting Provisions.

Unless specifically amended and approved by the department of Law the General Provisions of this contract supersede any provisions in other appendices.

Article 13. Officials Not to Benefit.

Contractor must comply with all applicable federal or State laws regulating ethical conduct of public officers and employees.

Article 14. Covenant Against Contingent Fees.

The contractor warrants that no person or agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee except employees or agencies maintained by the contractor for the purpose of securing business. For the breach or violation of this warranty, the State may terminate this contract without liability or in its discretion deduct from the contract price or consideration the full amount of the commission, percentage, brokerage or contingent fee.

Additional Terms and Conditions

Article 15. Limitation of Liability.

Excluding liability for personal injury, property damage and patent or trademark infringement of any claim applicable under Appendix B, Article 1, contractor's liability arising out of this contract and the state's sole and exclusive remedy for any damages arising out of the state's use of the product or services, shall be limited to the state's direct damages, (not including loss of, or damage to, information or data from any cause; or any indirect, incidental, special, punitive, or consequential damages) but in no event, shall exceed the greater of \$100,000 or the total amount paid to the contractor on the task order from which the liability directly arose. Contractor will not be liable for delays or failure in performance due to causes beyond its control or for damages caused by the state's failure to perform its responsibility.

Article 16. Special Task Order Terms and Conditions.

The parties understand and acknowledge that there may be a need to address unique or unanticipated circumstances arising in connection with a particular task order that are within the scope of this contract, but not specifically addressed under this contract. Nothing in this contract shall be construed to preclude the contractor or state from proposing reasonable additional terms and conditions for a task order, consistent with this contract, to resolve any such issues. The parties further agree to negotiate expeditiously and in good faith to achieve resolution of these matters.

Article 17. Ownership of Intellectual Property.

In no case shall the state, its departments, subsidiaries or assigns at any time hold any rights to title or ownership of any preexisting intellectual property and copyrighted materials, licensed software or licensed applications, tools documentation, technical expertise or know-how provided by contractor under this contract. All use of said licensed products shall be governed by the terms and conditions of the software license agreement in place between the parties. Contractor shall have the right to use its products, tools, know-how on other efforts without the prior approval of the department. Contractor shall obtain the approval of the department prior to using materials covered by Article 10 outside of this agreement.

Article 18. Warranties and Disclaimer.

The contractor warrants that the services will meet the contracting agency's requirements set out in the specifications. The contractor does not warrant that the system will meet the contracting agency's requirements not expressed in the specifications. Requirements not reasonably inferred from the specifications are specifically disclaimed by the contractor.

APPENDIX B¹

INDEMNITY AND INSURANCE

Article 1. Indemnification

The Contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act of the Contractor under this agreement. The Contractor shall not be required to indemnify the contracting agency for a claim of, or liability for, the independent negligence of the contracting agency. If there is a claim of, or liability for, the joint negligent error or omission of the Contractor and the independent negligence of the Contracting agency, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "Contracting agency", as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "independent negligence" is negligence other than in the Contracting agency's selection, administration, monitoring, or controlling of the Contractor and in approving or accepting the Contractor's work.

Article 2. Insurance

Without limiting Contractor's indemnification, it is agreed that Contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement the following policies of insurance. Where specific limits are shown, it is understood that they shall be the minimum acceptable limits. If the Contractor's policy contains higher limits, the state shall be entitled to coverage to the extent of such higher limits. Certificates of insurance must be furnished to the Contracting Officer prior to beginning work and must provide for a 30-day prior notice of cancellation, nonrenewal or material change of conditions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the Contractor's services. All insurance policies shall comply with, and be issued by insurers licensed to transact the business of insurance under AS 21.

2.1 Workers' Compensation Insurance: The Contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements. The policy must waive subrogation against the State.

2.2 Commercial General Liability Insurance: covering all business premises and operations used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000. combined single limit per occurrence.

2.3 Commercial Automobile Liability Insurance: covering all vehicles used by the Contractor in the performance of services under this agreement with minimum coverage limits of \$300,000. combined single limit per occurrence.

APPENDIX C
SCOPE OF WORK

This contract incorporates the following documents by reference:

- **TOPS Request #0086-10-13-01;**
- **TOPS Response / Cost Proposal #0086-10-13-01.**

In case of conflict, the following order of precedence shall govern:

1. This contract document;
2. TOPS Request #0086-10-13-01;
3. TOPS Response / Cost Proposal #0086-10-13-01.

Any scope clarifications and/or negotiations that would not have the effect of changing the ranking of responses may be included below (or on additional pages, if necessary):

PLEASE SEE ATTACHED APPENDIX C - SCOPE OF WORK

APPENDIX D
PAYMENT FOR SERVICES

Payment for services provided under this contract is **\$98,000.00** for the period of performance of this contract.

The contractor shall be paid monthly based on percent complete as identified in the monthly status report attached to the invoice.

The Contractor will submit detailed invoice(s) for services performed in accordance with Appendix C. The State will pay all invoices within thirty (30) days of invoice approval by the Project Director.

Each invoice must:

- reference the Contractor's name, address and phone number
- reference the contract number.
- include an invoice number
- reference the Division for which the services are being provided

The Contractor shall submit invoices to the address specified below no later than 30 days after the end of each month for which services were performed. Failure to include the required information on the invoice may cause an unavoidable delay to the payment process.

Address Invoice to:
AK Dept. of Natural Resources
Division of Oil & Gas
550 W 7th Ave. Suite 1100
Anchorage, AK 99501-3560

Invoice Delivery:

Invoices should be emailed to Brenda Muller at brenda.muller@alaska.gov who will forward to the appropriate person.

Notwithstanding any other provision of this contract, it is understood and agreed that the State shall withhold payment at any time the Contractor fails to perform work as required under Appendix C and/or D of this contract.

APPENDIX C SCOPE OF WORK

SCOPE / STATEMENT OF WORK

Overview

The Department of Natural Resources is soliciting proposals to compile existing infrastructure and facility location information, and material (sand and gravel) source information on all state owned and state-selected lands (including uplands, shorelands, tidelands, and submerged lands) on the North Slope of Alaska within defined geographic areas, see North Slope Planning Area map, Attachment 1. The contractor will provide vector data with attributes for the infrastructure, facility and material source data sets identified below for use in ESRI ArcGIS suite of products for the geographic areas depicted in the North Slope Planning Area Map, Attachment 1.

The geographic area for this project includes the Planning Area and Optional Add-on Area described in the Task Order Request Form for TO #0088-10-13, and as depicted on Attachment 1. The geographic area is described below.

The Planning Area and the Optional Add-on Area encompass approximately 14.6 million acres in total and is generally described as:

- North Slope Oil and Gas Sale Area, including uplands, shorelands, tidelands, and lagoons;
- Beaufort Sea Oil and Gas Sale Area, including shorelands, lagoons, and tide and submerged lands;
- Tide and submerged lands to a 3-mile nautical limit adjacent to the National Petroleum Reserve-Alaska, and the Arctic National Wildlife Refuge; and,
- The area of uplands from the Toolik River to the eastern boundary of the Arctic National Wildlife Refuge.
- A portion of the North Slope Foothills Lease Sale Area, including all lands south of the National Petroleum Reserve-Alaska and north of the Gates of the Arctic National Preserve to the Toolik River in the east.

The contractor will compile existing electronic information into ESRI File Geodatabase 10.1 and zipped shape files for use in the development of a management plan for this geographic area of the state. Data will be ESRI compliant and in file formats compatible with ArcGIS software.

The contractor will meet with DNR at least three times during the course of this contract to discuss project deliverables, review draft submittals, and review final submittals. The contractor's project manager is expected to attend these meetings in person in DNR's Anchorage Office. The contractor is expected to consult with DNR throughout the project as questions arise. Additional meetings may be scheduled, but can be attended telephonically.

The contractor will not own the data produced in fulfillment of this contract. All data produced in fulfillment of this contract will be the property of the DNR. The DNR will have the right to determine what information will be made available to the public and what information, if any, will be identified for internal use only. All information identified for internal use only will be identified by the DNR and will be tagged as internal use only.

The contractor is expected to acquire the data without assistance from DNR; however, the DNR will facilitate data acquisition from the oil and gas or pipeline companies, and will provide a general letter of introduction. The letter of introduction will establish the purpose and need for the data acquisition and will be sent to oil and gas or pipeline companies on or before July 10th. During the contract, if a data sharing agreement becomes necessary, the DNR will facilitate the data sharing agreement. If there are going to be fees assessed for acquiring data, the contractor will notify DNR with an accounting of the fee amount, type of data, and name of organization assessing the fees. DNR will, in its discretion, pay the fees or make other arrangements. The contractor will not be responsible for data acquisition fees.

Capture Standards and Format

The contractor will adhere to the following data capture standards:

- NAD 83 Alaska Albers projection
- All electronic data will be provided at the 1:2,500 scale where available, or the finest scale readily available, and will be organized so it can be aggregated to the 1:100,000 scale.

Acceptable format will be feature classes and shape files of the data sets identified below that are compatible with ArcGIS 10.1. Metadata will be provided with each data set compiled under this Task Order. Metadata will follow Federal Geographic Data Committee's (FGDC) Content Standard for Digital Geospatial Metadata format (CSDGM) as provided Attachment 3, "Metadata and Data Quality Submission Requirements".

Data to be Compiled

The contractor will compile existing data for the specific material sources, infrastructure and facility categories specified below, and will provide vector data with attributes for each data set in ArcGeodatabase 10.1. For linear features, such as roads, pipelines and trails, the contractor will provide polygonal data for surveyed features, and a centerline and width for un-surveyed features.

The contractor will make a good faith effort to collect the data identified in this section. While it is anticipated that much of the data will be available from a relatively small number of sources, a more detailed list of potential data sources is provided below. This list of potential data sources is not a comprehensive or conclusive list of sources, but identifies many state, federal, municipal, or private sources of data. The data request effort will include an initial contact via phone, email, or mail as appropriate, and up to three follow-up contacts, if necessary.

While this Task Order focuses on compilation of existing digital data for use in Geographic Information Systems, the contractor is expected to retain and provide hard copy maps or digital copies of acquired information. The contractor should accept GIS data from their data sources in all formats including but not limited to ESRI formats like file and personal geodatabase, shapefile, CAD files and KML, GeoJSON, GML and DLG. The contractor will make the compiled data available as deliverable in ArcGIS File Geodatabase 10.1. The contractor is expected to retain digital information in the format it was obtained and will provide it to DNR in addition to the same data in a compiled format as a File Geodatabase 10.1 entity. It is anticipated that some georeferencing of hard copy maps will occur, but it is anticipated that this will be minimal. The contractor is expected to meet with the State after the initial data acquisition has occurred to review data determine what hard copy maps, if any, need to be georeferenced and to identify any data gaps or data needs based on the findings of the contractor. The contractor will not be required to perform any digitizing.

Prior to finalizing the data to be included in the deliverables, the contractor will meet with the State at least one time to review acquired data and discuss presentation of the data. Both parties will endeavor to minimize data review iterations as they add cost and time to the successful completion of the Task Order.

For material sources, the contractor will identify areas of current material sites (specific sites) as well as potential areas of material extraction. To the extent practicable, the contractor will provide estimates for the type, quality, and quantity of these material sources. The contractor will identify known constraints to the development of future sites. This analysis is to include all of the main plan area and the optional add-on area identified on the North Slope Planning Area map, but with particular attention to the areas within 20 miles of current and expected oil and gas facilities and developed roads. Geological/geomorphological analysis of existing or potential material sites is not required. The contractor will prepare a report that includes each material site, by site with its associated information, including location by MTRS.

- Existing Material sites over 5 acres in size; location, quantity, quality of material, and ADL number, if assigned
- Potential Material source sites over 5 acres in size; location, quantity and quality of material.
- Principal constraints to the development of potential material source sites, including but not limited to distance from expected area of need.

TOPS Contract Number TO# 0086-10-13
North Slope Infrastructure and Material Sources Data Compilation Project

- Abandoned or inactive material site; location, status, potential for reuse, and ADL number, if assigned.

Note: It is recognized that there may be incomplete or no information on certain of the specific data types identified in this Task Order. The intent is to acquire as much information as possible and note data gaps if/when they occur.

For infrastructure and facilities, the contractor will identify all existing and planned facilities (facilities to be developed within the next five year period, if known) for resource development related infrastructure on State lands (uplands, shorelands, tidelands, and submerged lands), federal lands that are Tentatively Approved for conveyance to the State, and Federal lands that have been selected for conveyance to the State within the planning area. In fulfilling this portion of the Task Order, particular attention should be paid to oil and gas facilities. "Facilities" includes: roads (temporary and permanent), pipelines (oil, gas, and water), electrical transmission and distribution lines, pump stations, compressor stations, drilling pads, well locations, etc.). Resource development includes oil, gas, and other mineral development. This analysis is to include all of the plan area and the optional add-on area identified the North Slope Planning Area map, but with particular attention to the areas within 20 miles of current and expected oil and gas facilities and developed roads, both open and secured. The contractor is not expected to identify infrastructure on private lands. The contractor will prepare a report that identifies each type of facility, by type of facility with its associated information, including location by MTRS.

- Roads, by type of road – winter, summer, year-round
- Trails, by type of trail – winter, summer, year-round
- Bridges
- Docks, harbors and other man-made wharfs or structures, public and private
- Offshore structures and causeways, e.g. man-made islands
- Airstrips, public and private, seasonal or year-round
- Pipelines, by type of pipeline – gas, oil, water, multi-phase, etc.
- Transmission lines and utility corridors, by type of transmission line
- Cell towers, or other transmission towers
- Base camps, by type and use of camp
- Drill pads and storage areas
- Processing facilities
- Miscellaneous facilities, by type and use of facility (machine shops, support services, etc.)
- Gas compression and storage facilities
- Power facilities
- Tank Farms
- Abandoned well sites
- Waste disposal sites and reserve pits

Note: For pipelines and related facilities, if the data is available in Pipeline Open Data Standard (PODS) compliant format, it should also be provided in that format. Information about PODS format can be found at: <http://www.pods.org/>.

Potential Data Sources

Potential information sources for material sources, infrastructure and facility categories identified above include:

- Alaska Department of Natural Resources (ADNR)
 - Support Services Division, Information Resource Management
 - Division of Geological and Geophysical Surveys
- State Pipeline Coordinator's Office (SPCO)
- Alaska Department of Transportation and Public Facilities
- Alaska Oil and Gas Conservation Commission (AOGCC)
- Alaska Department of Environmental Conservation (ADEC)

TOPS Contract Number TO# 0086-10-13
North Slope Infrastructure and Material Sources Data Compilation Project

- Alaska Department of Fish and Game (ADF&G)
- Bureau of Land Management (BLM)
 - Public Land Survey System (PLSS) (Nationalatlas.gov)
 - Geographic Coordinate Database (GCDB)
- U.S. Department of Transportation
- U.S. Army Corps of Engineers (USACE)
- Natural Resources Conservation Service (NRCS)
- U.S. Geologic Survey
- University of Alaska-Fairbanks
- North Slope Borough (NSB)
- Arctic Slope Regional Corporation (ASRC)
- North Slope producers and explorers
 - ConocoPhillips Alaska
 - BP Exploration Alaska
 - Pioneer Natural Resources Alaska, Inc.
 - Eni US Operating Company
 - Savant Alaska, LLC
 - ExxonMobil Corporation
 - Shell Offshore, Inc.
 - Brooks Range Petroleum Corporation
 - Repsol E&P USA, Inc.
 - Great Bear Petroleum, LLC
 - NordAq Energy, Inc.
 - UltraStar Exploration, LLC
 - ASRC Exploration, LLC
 - Anadarko Petroleum Corporation

Deliverables

1. The contractor will provide electronic copies of all finalized GIS and non-GIS data files for each data set listed above under "Data to be Compiled", as well as a copy of the original as-is data before it is re-projected or finalized.
 - a. Spatial data deliverables are required to be provided in the following formats:
 - ESRI File Geodatabase 10.1 (.gdb)
 - Zipped shape files (.zip)
 - XML workspace documents for metadata with dependencies clearly documented.
 - b. Digital photos, if provided along with the feature dataset will be of sufficient resolution, clarity, brightness, picture quality such that it is easy to discern the feature. Digital imagery shall be in JPEG, geo-tagged TIFF or PNG format and will be attached to related file Geodatabase.
 - c. Formats for raster data deliverables are given below
 - TIFF image with world reference file or as a GeoTIFF (.tif, .tfw)
 - JPEG image with world reference file (.jpg, .jpw)
 - ESRI Grid
 - DEM
 - d. Formats for tabular data deliverables are given below
 - MS-Access database (.mdb)
 - MS-Excel spreadsheet (.xlsx)
 - Delimited text file (.txt, .csv)

- e. Formats for compiled map documents are given below
 - DYNAMIC: ArcMap 10.1. document with associated data files in a stand-alone directory structure using relative paths (.mxd)
 - STATIC: Adobe PDF at 300 dpi or better with embedded fonts. PDFs should be searchable, made with optical character recognition (OCR) and checked to fix suspected errors. If there are images in searchable PDF documents, image quality should be preserved during the OCR process without any loss or distortion (.pdf).

Note: For facility data types, the contractor will, at a minimum, include an attribute field that identifies the infrastructure or facility type consistent with the coding system used by DNR, see Metadata and Data Quality Submission Requirements, Attachment 3.

2. The contractor will provide a comprehensive data dictionary with the names of all feature classes and all the attribute fields.
 - The data dictionary shall contain the definition of attribute fields (e.g., name, data type, length, domain etc.)
 - All attribute values will be populated with a non-null value, except as noted in the Data dictionary.
 - The names of the feature classes will exactly match the names listed in the Data Dictionary, including spelling, capitalization and spacing.
 - Domain values and ranges and definition of these values and ranges.
3. If custom Geoprocessing methods or tools are used for compiling the spatial dataset, the contractor will provide the custom tools, which may include ArcGIS model builder tools or Python scripts or other custom programmed add-ins used to process the data to deliver it in the final format. These add-ins or models or scripts shall provide the ability to recreate the processing steps used to create the deliverables developed and submitted under this contract.
4. The contractor will provide an atlas of the data collection area depicting the material source sites, infrastructure and facility location information identified above under "Data to be Compiled". A map identifying the areal extent for the individual Atlas maps is provided in Attachment 4, North Slope Planning Area – Mapping Tiles for Atlas. The Atlas for the planning area will be comprised of tiles 1 through 3, and tiles A through D. The Atlas for the optional add-on area is tile E. In addition, a shape file depicting the areal extent for the Atlas tiles is available at: <http://dog.dnr.alaska.gov/GIS/data/NSShapeFiles.zip>. The Atlas will be a portfolio of maps containing at least two separate sets of Atlas maps, one for infrastructure and facilities, and one for material sources. Depending on the complexity of information, additional maps may be required. The finished Atlas maps will:
 - a. Be at approximately a 1:250,000 scale, or a 1:400,000 scale, depending on the map tile;
 - b. Use USGS topographic maps at the 1:250,000 scale as a base layer;
 - c. Be in electronic print ready Adobe format or other format deemed suitable by the DNR;
 - d. Include five printed copies of the maps on a 1:250,000 base map, approximately 24" x 36" paper size (Arch D). Township and range shall be clearly indicated on the map, similar to the format used in USGS 1:250,000 maps;
 - e. Include a summary of all data sources used in making the feature classes.
5. The contractor will provide electronic and printed copies of the metadata for each feature class.
6. The contractor will provide a report, organized in an EXCEL spreadsheet, that identifies the information for each material site, both existing and potential that includes the information identified in 'Data to be Compiled'. Where information does not exist, this is to be noted.
7. The contractor will provide each of the above Deliverables 1 through 6 in draft on or before March 10, 2014 for review by the DNR. The draft deliverables will be presented and discussed with DNR in a meeting in Anchorage. The Project Manager is required to attend in person.
8. The contractor will provide monthly progress reports on the status of the project.

Metadata and Data Quality Submission Requirements

FILE NAMING CONVENTIONS

Files received must not have special characters in them (with the exception of underscore) as well as *no spaces*. Also, file names cannot begin with numbers, and must not exceed 30 characters. The same apply to attributes (column headers), except that attribute names must not exceed 10 characters. Attribute data values do not have a character limit. In addition, file names for pipelines and related facilities will be compliant with PODS schema.

DATA TYPES

In addition to specific attribute information provided for each data set, the infrastructure and facility data sets must also include an attribute field for the general infrastructure or facility type, as specified below. For general categories not listed, the contractor will define additional data types following the same numeric scheme with advanced approval from DNR. This general attribute field is not required for the material sources data sets.

- 0 = Unknown Infrastructure
- 1 = Highway
- 2 = Secondary Road
- 3 = Trail
- 4 = Railroad
- 5 = Electrical
- 6 = Telephone
- 7 = Landing Strip
- 8 = Pipeline
- 9 = Forest Development Road
- 10 = Alaska Marine Highway
- 11 = Fiberoptic

METADATA REQUIREMENTS

1. Metadata shall be submitted with the geospatial data in a separate XML document for each individual feature class, shapefile, table, or raster dataset.
2. Metadata content must adhere to the Federal Geographic Data Committee Content Standards for Digital Geospatial Metadata (FGDC CSDGM) as well as ADNR's standards.
3. Metadata will be parsed using the USGS Geospatial Metadata Validation Service (<http://georndler.usgs.gov/validation/>).
4. Metadata will be reviewed by DNR. Any data that do not meet the minimum metadata requirements will listed below under item 5 will not accepted until the required metadata fields are complete.
5. For new geospatial datasets submitted to DNR, including rasters, feature classes, and shapefiles, metadata must be entered for the following minimum requirements:
 - Identification Information (such as title, keywords, purpose, abstract, access and use restrictions)
 - Spatial Reference Information (such as lat/long, coordinate system, map projection)
 - Entity and Attribute Information (such as definitions of the attributes of the data set)
 - Distribution Information (such as distributor info, file format, links)
 - Metadata Reference (such as who created data and when)
6. For framework or fundamental datasets, (core basemap datasets that other agencies may rely or base additional information on, such as bathymetry, cadastral, geodetic, geologic, boundaries,

vegetation, etc.) some additional elements are required:

- Data Quality Information (such as horizontal and vertical accuracy assessment, data set completeness, lineage.
- Spatial Data Organization information (raster, vector or indirect)

7. Tables must include metadata regarding which data it is related to and how, and may omit spatial reference information.
8. For additional resources on the CSGDM please refer to the FGDC homepage (<http://fgdc.gov>).

Metadata

The contractor will provide, at a minimum, metadata for each feature class, shapefile, table or raster dataset in XML format.

Metadata must adhere to the FGDC Content Standard for Digital Geospatial Data (CSDGM) as well as DNR requirements specified in this contract.

Metadata will be parsed using the USGS Geospatial Metadata Validation Service.

Details on the standard can be found at <http://www.fgdc.gov/metadata/geospatial-metadata-standards>.

1. Contact Details

- a. Contact information for the data steward
 - i. Person
 - ii. Organization
 - iii. Position
 - iv. Telephone
 - v. Email
- b. Description – characterization of the data
 - i. Abstract
 - ii. Purpose
- c. Time Period - explains how current the dataset is
 - i. Current-ness Reference
 - ii. Date
- d. Keywords – word/phrase descriptors of the data

2. Data Quality

- a. Positional Accuracy – accuracy assessment of the data
 - i. Horizontal Accuracy Report
 - ii. Vertical Accuracy Report (if applicable)
- b. Source Information – list of sources and a short citation of each
 - i. Source Citation (Details)
 - a. Title
 - b. Originator
 - c. Publication Date
 - ii. Process Step – an explanation of how/when the data was created
 - a. Process Description
 - b. Process Date

3. Spatial Reference

- a. Horizontal Coordinate System
- b. Vertical Coordinate System (if applicable) – vertical datum information

- I. Datum Name
- II. Distance Units

Metadata Parser

Geospatial data received by DNR will be run through a metadata parser that checks for compliance with the FGDC CSDGM such as the mp 2.9.14 featured by the U. S. Geological Survey (USGS). This metadata parser is available for download and is also usable as an online tool at <http://geo-nssi.er.usgs.gov/validation/>.

This tool will identify missing requirements in metadata. All metadata should be parsed using this validation service or a similar service before submission. Data received will be parsed through the USGS metadata parser and if errors are returned the data will not be accepted until all of the minimum required fields are entered in the metadata. The metadata parser described above requires metadata input to be submitted either as indented text (.txt), XML, or SGML. Submitted metadata may also be subject to scrutiny by DNR staff to ensure compliance with metadata standards prior to acceptance.

Any data that do not meet these requirements will not be made available through the State's enterprise database until the required changes are made.

DEFINITIONS

Please refer to the ESRI GIS Dictionary for definitions for terms described in this document. <http://support.esri.com/en/knowledgebase/Gisdictionary/browse>

REFERENCES

Federal Geographic Data Committee. (2000, May 1). Content Standard for Digital Geospatial Metadata Workbook: Version 2.0. http://www.fgdc.gov/metadata/documents/workbook_0501_bmk.pdf

Schweitzer, P. (2011, October 12). "mp: A compiler for formal metadata." U.S. Geological Survey. <http://geology.usgs.gov/tools/metadata/tools/doc/mp.html>

Hart, David and Phillips, Hugh. (June 10, 1998). "Metadata Primer---A "How To" Guide on Metadata Implementation". <http://www.lic.wisc.edu/metadata/METAPRIM.HTM>

Attachment 1

North Slope Planning Area

Northern Alaska area between Point Lay and Canadian border

Boundaries and features

TAPS

Road

Township

Area plan boundary

Planning Areas

Planning Area

Acres total: Acres State: 8.5M 6.2M

Optional Add-on Area Acres total: Acres State: 6.1M 3.4M

Land Status/Management

State Land

State Selections

Native Land

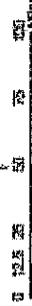
Native Selected

SLM/NPRA

Private Land

USFWS Land

NPS Land



Produced by:
 DNR DIMLW RADS
 5/8/2013

1:4,000,000

Coordinate System: NAD 1983



Attachment 4

North Slope Planning Area
 Mapping tiles for atlas

Boundaries and features

- TAPS
- Road
- Township
- Map Bas

Planning Areas

- Planning Area
 Acres total: 6.5M
 Acres State: 6.3M
- Optional Add-on Area
 Acres total: 6.1M
 Acres State: 3.4M

Land Status/Management

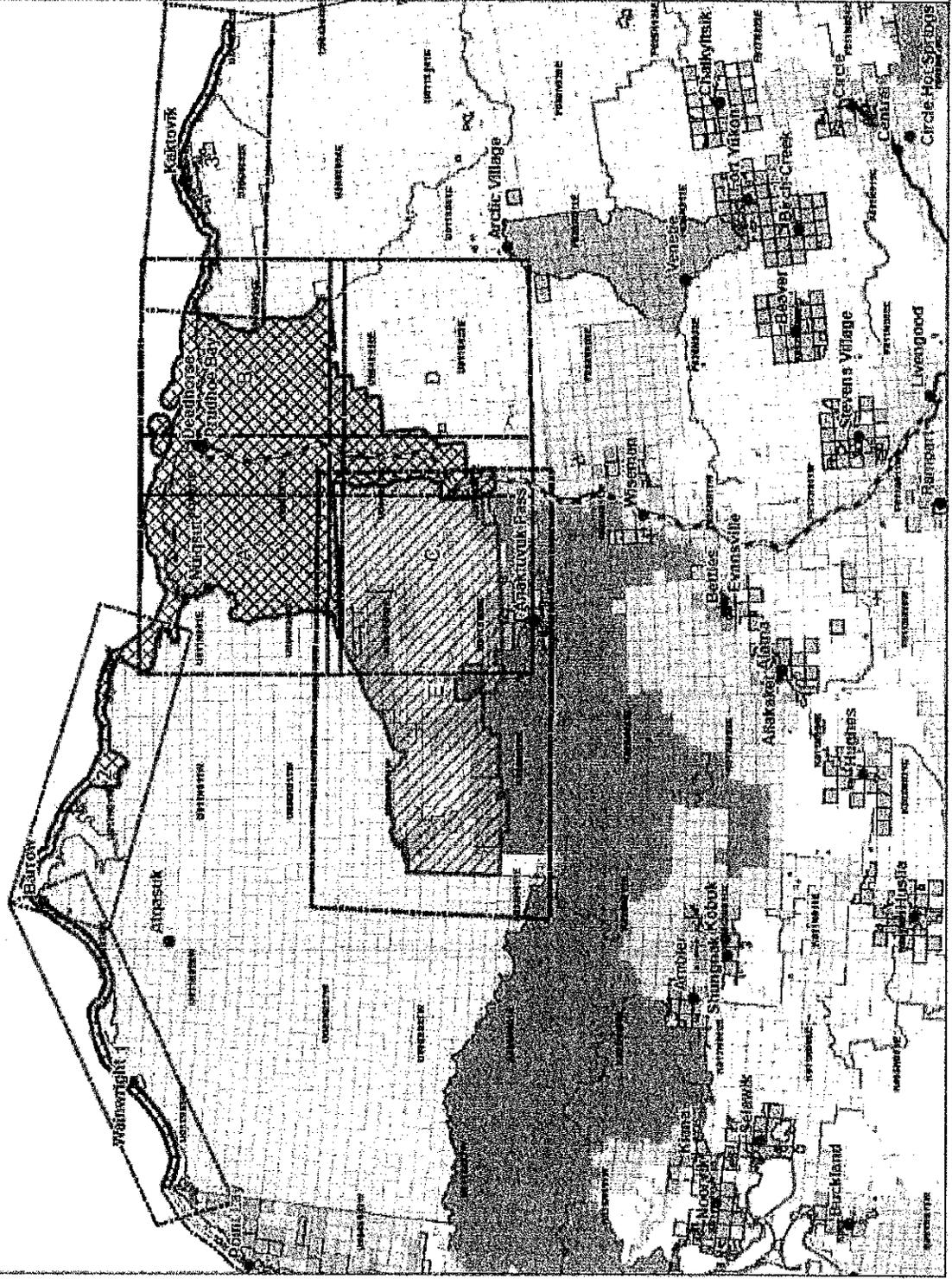
- State Land
- State Selections**
- Native Land
- Native Selected
- BLM/NPRA
- Private Land
- USFWS Land
- NPS Land



Produced by:
 DNR-DMLW RADS
 5/8/2013

1:4,000,000

Coordinate System: NAD 1983



VENDOR INFORMATION

Vendor Name: Resource Data, Inc. (RDI)

<input checked="" type="checkbox"/>	By checking this box, I, Howard Earl for Resource Data, Inc. (RDI) , represent that I am authorized to and do bind the vendor to this response. I certify that all of the information provided herein is true and accurate, to the best of my knowledge. I understand that the discovery of deliberately misrepresented information contained herein may constitute grounds for contract termination and removal from the vendor pool.
-------------------------------------	--

TABLE OF CONTENTS

PROJECT APPROACH2

RISK ASSESSMENT.....3

EXPERIENCE/QUALIFICATIONS4

GENERAL INSTRUCTIONS

Vendors must use the template set out herein for submission of their response to a TOPS Request Form. Modifications to the format of this template (e.g., altering font size, altering font type, adding colors, adding pictures etc) will cause your response to be rejected.

Please list your experience in the following Categories: Project Approach, Risk Assesement, and Experience/Qualifications.

PROJECT APPROACH

Provide a concise and detailed summary of your approach to delivering the services described in the TOPS Request Form. The summary must demonstrate your understanding of how to successfully complete the work in a way that meets the State’s needs.

Project Approach cannot exceed one page.

RISK ASSESSMENT

Itemize potential **controllable** and **non-controllable** risks associated with providing the services described in the TOPS Request Form and concisely describe how you will mitigate each risk.

Risks cannot exceed one page. You may add/delete additional rows to identify additional risks and solutions, but do not exceed the page limit. Do not include any cost or marketing information.

EXPERIENCE/QUALIFICATIONS

Describe your experience and qualifications specifically as they pertain to the services described in the TOPS Request Form. If applicable, please provide your responses to Special Expertise & Experience, and Special Considerations or Constraints areas. Your response may include prior experience, engagements, and/or past performances relative to the department needs and/or requirements as they pertain to the TOPS Request Form in these sections.

Experience/Qualifications cannot exceed two pages.

PROJECT APPROACH**BEST VALUE PROCESS ONLY: EVALUATOR NAME:**SCORE: 10 5 0

The Department of Natural Resources (DNR) requires a consultant's assistance to acquire, evaluate, and spatially map a variety of infrastructure and facility location data, and material (sand and gravel) source information in order to provide the resource information that will inform the DNR's land use management plan for the North Slope of Alaska.

To meet this need, RDI will provide a project team with extensive experience working with North Slope spatial datasets. Collectively, this team will provide up to 800 hours toward compiling existing infrastructure, facility location, and material source information on all State-owned land in the North Slope Planning Area. The following management plan demonstrates how our team will complete the required work within the project schedule:

PHASE 1: INITIAL DATA DISCUSSION MEETINGS

The first step in acquiring the desired data will be to meet with DNR to determine the highest-value deliverables for the project. The goal of these initial data meetings is to clarify expectations on both sides, and to create a DNR-approved list of data to acquire, process, and document. These discussions will also provide the opportunity to discover any specific datasets that DNR already manages or is aware of.

PHASE 2: DATA ACQUISITION

Once we have created a mutually agreed-upon list of data to acquire, RDI will search agency websites and contact the identified agencies to obtain data for processing. Our team will document and monitor the status and details of each planned dataset. In the event that an agency does not respond to the initial contact, we will attempt to contact each agency twice before documenting datasets as inaccessible.

PHASE 3: DATA PROCESSING

As datasets are received, we will store an original copy as-is and re-project the data to AK Albers NAD83 if necessary, before importing into an Esri 10.1 file geodatabase. We will then re-name feature classes using a standardized naming scheme. All changes will be documented in the metadata.

Deliverables:

- DNR Deliverable #1: Electronic copies of all GIS and non-GIS data files for each data set
- DNR Deliverable #3: Any custom geoprocessing methods or tools used to compile the spatial dataset

PHASE 4: DOCUMENTATION

We will generate XML workspace documents and create a data dictionary for all spatial and tabular data.

Deliverables:

- DNR Deliverable #2: Comprehensive data dictionary with the names of all feature classes
- DNR Deliverable #5: Electronic and printed copies of the metadata for each feature class

PHASE 5: ATLAS CREATION

A map atlas will be created depicting compiled material source sites, infrastructure, and facility location information. Atlases will be constructed, symbolized, and produced using Esri ArcMap. Electronic PDF versions of maps will be provided as well as printed copies.

Deliverables:

- DNR Deliverable #4: An atlas of the data collection area depicting data collected

PHASE 6: EXCEL REPORT

The final report will be logically structured, well formatted, intuitively named, and provided as an Excel workbook. It will include sources of information, classification code descriptors, and other relevant notes.

Deliverables:

- DNR Deliverable #6: An Excel spreadsheet report identifying information for each material site

RISK ASSESSMENT**BEST VALUE PROCESS ONLY: EVALUATOR NAME:**SCORE: 10 5 0

RISK: Many of the identified data sources may not be interested in sharing their data; others may be willing to share only limited forms of data, such as PDF maps, but not actual spatial data.

WHY IT IS A RISK: DNR may not be able to obtain the kind of data requested in the Task Order.

MITIGATION STRATEGY: DNR has already recognized that information for specific data types identified in this task order may be incomplete or unavailable. RDI will document gaps if and when they occur.

RISK: Many North Slope datasets have patchy coverage, so multiple datasets of varying quality and age may be needed to provide a complete picture. Projections often have not been done with the correct transformations. Some datasets are poorly documented, and others are of suspicious quality.

WHY IT IS A RISK: DNR may not be able to obtain the quality of data requested in the Task Order.

MITIGATION STRATEGY: In all cases, RDI relies on the best available data. When a dataset of questionable heritage is the only source, we document known issues and make sure our clients are aware of any conflicts.

RISK: The DNR requests that data for this project be provided at a 1:2,500 scale where available.

WHY IT IS A RISK: We believe that the vast majority of data will not fit this description.

MITIGATION STRATEGY: Should any data be available at multiple scales, we will select the highest resolution for incorporation into the geodatabase.

RISK: Some datasets aren't easily discoverable without specific knowledge of their existence.

WHY IT IS A RISK: Without knowledge of specific datasets, DNR may not be able to obtain the kind of data requested in the Task Order.

MITIGATION STRATEGY: RDI has extensive experience working with pipeline and infrastructure spatial datasets on the Alaska North Slope. As a result, we are familiar with the vast majority of datasets available, both publicly and privately.

RISK: It can be difficult to estimate the level of effort required to acquire and process any datasets we aren't already familiar with.

WHY IT IS A RISK: Acquiring datasets of unforeseen complexity could require more processing than allocated in the fixed-price project budget.

MITIGATION STRATEGY: We will work with DNR in initial discussions of the data to define a list that will serve as the basis for data collection and processing. While we expect this list to undergo some minor revisions over the course of the project, additional or extremely complex datasets will constitute a change in scope, and we will work with DNR on a cost estimate for a contract amendment.

RISK: There may be fees associated with datasets. For example, the North Slope Borough (NSB) charges a fee based on file size to acquire their data.

WHY IT IS A RISK: As it is not possible to anticipate the exact cost of NSB or other data, we cannot accurately account for them in this proposal.

MITIGATION STRATEGY: We have not included any costs for data fees in this proposal. At the beginning of the project, we propose to research specific datasets and costs, and provide DNR with the information for its approval. Once approved, RDI will facilitate direct billing between the data agency and DNR.

EXPERIENCE/QUALIFICATIONS**BEST VALUE PROCESS ONLY: EVALUATOR NAME:**SCORE: 10 5 0**COMPANY QUALIFICATIONS**

Resource Data, Inc. (RDI) has extensive experience working with scientific spatial datasets— including pipeline and infrastructure information—on the Alaska North Slope and along the Chukchi and Beaufort Sea coastlines. Through our work with clients such as ConocoPhillips, Shell, and BP, RDI has developed a unique understanding of the data challenges that Alaska faces, and how data collection projects here differ from similar projects in the Lower 48.

RDI has over 20 years of experience with Esri and has been using ArcGIS since its inception. We became an Esri business partner in 1992, and have received the Esri Partner of the Year award. RDI far exceeds the minimum qualifications with the following experience:

- 14-years using Esri ArcGIS software (since the release of ArcGIS 8.0)
- 26-years doing GIS analyses and database management, including manipulating environmental, physical, and biological data.
- 14 years using ArcGeodatabase (since its release in 1999)

STAFF QUALIFICATIONS

Dan Regan, Project Manager/Sr. GIS Analyst, Anchorage

- 23 years of experience in GIS and database implementation
- Extensive experience using Esri ArcGIS
- Experience overseeing GIS for many of Alaska's large projects, including Donlin Mine, Yukon Pacific, Pogo Mine, Pebble Mine, and Annette Island

Cindy Eick (Advisor), Project Manager/Sr. GIS Analyst, Anchorage

- 18+ years of experience in GIS, cartography, spatial analysis, and enterprise-level GIS data processing and management
- 7 years of experience overseeing data acquisition, compilation, and management for ConocoPhillips Alaska operating areas and Chukchi Sea interests

David Snyder, Sr. GIS Programmer/Analyst, Anchorage

- 13 years of experience with GIS and database interaction, SDE, GIS application development, ArcGIS Server, data cleanup and conversion, raster image georeferencing, and cartography

Bixler McClure, GIS Programmer/Analyst, Anchorage

- 5 years of experience in GIS, physical sciences, environmental and earth sciences, and biological sciences
- 4 years of experience with Esri ArcGIS software, GIS analysis, and database management manipulating environmental, physical, and biological data.

RELEVANT EXPERIENCE**MAJOR SPILL RESPONSE (06/11/2010 – PRESENT)**

RDI supported a major oil company through the design, development, and deployment of enterprise-level geographic information systems (GIS) applications, providing GIS database design and implementation and senior-level programming and designing and developing Internet-enabled GIS applications.

The major oil company was tasked with providing clean-up and restoration support to the region in the wake of the incident. RDI provided support services, such as analysis, development, and product champion services, in support of the efforts.

EXPERIENCE/QUALIFICATIONS (CONT.)

This project involved coordination of GIS activities within the response organization; the development of custom GIS applications and mapping products to support the clean-up efforts; project coordination with multiple federal, state, and local agencies such as the National Oceanographic and Atmospheric Administration (NOAA), the United States Coast Guard (USCG), and others; ensuring and performing ongoing data loading activities to support GIS and other project requirements; providing ad-hoc mapping support; performing user testing of customized ArcGIS Server applications; and editing GIS data. RDI was also involved with monitoring and maintaining data loaded into the GIS; creating GIS metadata and providing the maintenance for the metadata; creating new feature classes and tables; modifying existing feature classes and tables; and providing database replication, version control, documentation, and source code management for the GIS and associated databases.

Technologies: ArcGIS Desktop, ArcGIS Server, ArcGIS Mobile, ArcSDE, Windows Mobile, Flex, SQL, Visual Studio.NET, XML, and IIS

CONOCOPHILLIPS ALASKA: OFFSHORE DATA MANAGEMENT (DEC. 2006 – APRIL 2010)

Managed and researched historical GIS data for Arctic; developed and maintained an enterprise-level GIS database; created offshore ArcIMS website to display data; created standardized protocols for baseline and annual spatial data collection and storage in Oracle; provided mapping/data support for offshore biological research vessel; and provided cartographic maps on demand.

Technologies: ArcGIS Desktop, ArcSDE, MS Excel, MS Access, MS Word, Oracle, TOAD

OLGOONIK/FAIRWEATHER: OFFSHORE ENVIRONMENTAL STUDIES DATA MANAGEMENT (APRIL 2010 – PRESENT)

Provide all data management services for the Chukchi Sea Environmental Studies Program (CESP) sponsored by ConocoPhillips, Shell, and Statoil. Work with scientists to create standard data protocols, comply with full FGDC metadata standards, prepare data for submittal to AOS and NBDC for an unprecedented data sharing agreement between the industry sponsors and NOAA.

CONOCOPHILLIPS ALASKA: GIS DATA MANAGEMENT SERVICES FOR PERMITS AND SCIENCES

Provided ongoing GIS support for environmental studies and permitting program. Support included data collection and management of an enterprise ArcSDE/Oracle database, as-needed training, cartography, data collaboration with environmental consultants, developing/maintaining standardized protocols for data collection, and general support.

Technologies: ArcGIS, ArcSDE, ArcGIS Server, MS Access, MS Excel, MS Word, TOAD, Oracle

MAJOR ALASKAN OIL COMPANY: ENTERPRISE GIS

RDI built and implemented an enterprise GIS application for a major Alaska oil producer in 2008. The application uses Esri ArcGIS technology to provide an easy-to-use and cost-effective alternative to desktop applications for a large and growing user base. Since its launch, it has grown from approximately 440 distinct users to nearly 2,000 in 2012. The application includes over 30 custom tools for users to access pipeline-related data across PODS, MIMIR, Finder, EDDI, and other systems through a spatial map interface. RDI has continued to maintain and upgrade the application since its initial release.

EVALUATOR NON-CONFLICT OF INTEREST STATEMENT

By checking this box, I certify that neither I, _____, nor any member of my immediate family has a material personal or financial relationship with this vendor or to a direct competitor of this vendor. I further certify that no other relationship, bias or ethical conflict exists which will prevent me from evaluating this response solely on its merits and in accordance with the evaluation criteria.

Furthermore, I agree to notify the Task Order Manager if my personal or financial relationship with this vendor is altered at any time during the evaluation process. If I am serving as the Procurement Officer of record I agree to advise my supervisor of any changes that could appear to represent a conflict of interest.

EVALUATOR NOTES

To be completed by requesting agency evaluator(s).

Comments **MUST** be recorded for any section receiving a Best Value score of 10 or 0. Comments must be concise and objective and refer to or quote the portion of the response that led to the score.

PROJECT APPROACH**RISK ASSESSMENT****EXPERIENCE/QUALIFICATIONS**

Attachment 5 Cost Proposal Form

Deliverable	Planning Area Cost	Optional Add-on Area Cost	Total Cost
1	\$ <u>24,000</u>	\$ <u>15,000</u>	\$ <u>39,000</u>
2	\$ <u>6,000</u>	\$ <u>2,000</u>	\$ <u>8,000</u>
3	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
4	\$ <u>12,000</u>	\$ <u>8,000</u>	\$ <u>20,000</u>
5	\$ <u>4,000</u>	\$ <u>4,000</u>	\$ <u>8,000</u>
6	\$ <u>3,500</u>	\$ <u>1,500</u>	\$ <u>5,000</u>
Total Project Cost	\$ <u>49,500</u>	\$ <u>30,500</u>	\$ <u>80,000</u>



Offeror's Signature

5/24/13

Date

Howard Earl

Printed Name

Resource Data, Inc. (RDI)

Company Name

COST PROPOSAL

Cost proposal must include all costs required to perform the work as described, including but not limited to travel costs, labor, overhead, etc. **BOTH HOURLY RATE AND EST # OF HOURS MUST BE COMPLETED FOR YOUR PROPOSAL TO BE RESPONSIVE.**

If additional unanticipated work is required after TO contract award, it shall be performed at the hourly rate quoted below. All proposed individual resources and subcontractors are subject to the approval of the TO Manager. Any change in individual resources or sub-contractors after award will require approval by the Agency Project Manager.

To ensure the optimum use of public funds, the state will review cost reasonableness in the following manner:

1. If any response has a cost proposal that is 50% or greater above or below the average cost of all responses, the state reserves the right to not consider that response. (Ex: Given an average cost of \$10,000, responses with cost proposals \$15,000 and higher or \$5,000 and lower may be rejected.)
2. BEST VALUE: If the highest ranked vendor's cost proposal is 10% or more greater than the second highest ranked vendor's cost proposal, the state reserves the right to make award to the second highest ranked vendor.
3. LOW PRICE: Past Performance Information (PPI) shall be applied to your Total Cost as a percentage reduction equivalent to your current PPI score for evaluation purposes. (Ex: If your current PPI score is 5, your Total Cost will be reduced by 5% when comparing to other costs.)

COST

Hourly Rate		Est. # Hours		Total Cost
\$ 98,000.00	x	1	=	\$98,000.00

ETS Fee (\$300 + .5% of Total Cost)	\$ 790.00
Total TO Cost	\$98,790.00

PROPOSED INDIVIDUAL RESOURCES

PROPOSED SUB-CONTRACTORS

Name	Description of Work	% of Overall Work