

STATE OF NEW HAMPSHIRE
Dept. of Administrative Services
Div. of Procurement and Support Services
Bureau of Purchase and Property
State House Annex
Concord, New Hampshire 03301

Date: 6/29/15

NOTICE OF CONTRACT

COMMODITY: Communication Systems Repair, Maintenance, and Cabling Services

CONTRACT NO.: 8001811

NIGP: 939-7200

VENDOR: Arcomm Communications Corporation VENDOR # : 156643
462 West Main St.
Unit 3
Hillsboro, NH 03244

CONTACT PERSON: Glen Glanville
Phone: (603) 464-4600 or (800) 992-7266
Fax: (603) 478-5655
E-mail: glen.glanville@arcomm1.com

EFFECTIVE FROM: August 1, 2015 Through: July 31, 2017

TERMS: Net 30

F.O.B.: Destination

ORDERING: Dennis Leclerc
Department of Safety, Division of Emergency Services and Communications,
Bureau of Statewide Telecommunications
33 Hazen Drive
Concord, NH 03305
Telephone No. 603-227-0053
E-Mail: dleclerc@dos.nh.gov

MINIMUM ORDERS: There is no minimum order required under this contract.

INVOICING & PAYMENTS: It is the responsibility of the Contractor to present detailed Time and Material (T&M) work completion forms in duplicate for each service performed per job, per day basis. Contractor invoices shall not be accepted without the appropriate material invoices and complete T&M work form(s).

Contractor shall be paid within 30 days after receipt of properly documented invoice and acceptance of the work to the State's satisfaction.

Contractor shall report hours worked per technician(s) and laborer(s) (from and to time of day) and the total hours worked at the reported site on the reported day. Hours worked shall be listed in ½ hour increments (rounded up) per employee on job site, from the actual time of arrival to the time of departure, with a minimum billing allowance of ½ hour for Region 2 service, and 1 hour in Regions 1 and

3. Time to travel to and from a site shall not be included in the labor hours charged. Travel time and mileage charges shall not be accepted. Overextending job requirements to utilize two technicians where one could perform a task in a reasonable manner shall not be accepted. Efficiency of personnel is a major concern. The State, at its own discretion, may refuse any invoice based on inefficient use of labor.

The invoice shall be sent to the address of the using agency under agreement.

RATES:

	Region 1	Laborer Rate/Hr	Technician Rate/Hr
M-F 8-4:30PM		\$50.00	\$80.00
M-F 4:31 PM to 7:59 AM		\$75.00	\$120.00
Weekend & Holidays		\$100.00	\$160.00
	Region 2	Laborer Rate/Hr	Technician Rate/Hr
M-F 8-4:30PM		\$25.00	\$58.00
M-F Overtime		\$37.50	\$87.00
Weekend & 4:31 PM to 7:59 AM		\$50.00	\$116.00
	Region 3	Laborer Rate/Hr	Technician Rate/Hr
M-F 8-4:30PM		\$25.00	\$62.00
M-F 4:31 PM to 7:59 AM		\$37.50	\$93.00
Weekend & Holidays		\$50.00	\$124.00

MATERIALS AND EQUIPMENT

All materials provided by the Contractor shall be new of original equipment manufacturer (OEM). The Contractor shall be responsible for obtaining materials at the best possible price and charge the State no more than cost +10%. The Contractor shall supply copies of itemized invoices with its billing to the State for verification of costs. Lack of itemized invoices shall result in the State's refusal to accept Contractor bills. Items shall be defined by the requirement of each individual job. Items shall be limited only to the extent of the Contractor's prospective product line. Items may be added to or deleted from the product line at any time.

QUESTIONS: Direct any questions to Paul Rhodes, 603-271-3350 or paul.rhodes@nh.gov