New Hampshire DOT
Department of Transportation
William Cass, P.E.
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

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David Rodrigue, P.E.
Assistant Commissioner

Bureau of TSMO
April 21, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Transportation to enter into a contract with R&R Communication, Inc., Swanzey, NH (Vendor # 154891) on the basis of a low bid in the amount of $32,321.70 for the purpose of providing mobile radio installation services. The contract period is July 1, 2025 through June 30, 2027. 72% Highway Funds and 28% Turnpike Funds.

Funds to support this request are anticipated to be available in Fiscal Years 2026 and 2027, upon the availability and continued appropriation of funds in the future operating budgets, with the authority to adjust encumbrances between fiscal years within the price limitation through the Budget Office, if needed and justified:

	FY 2026	FY 2027
04-96-96-960515-3007 Highway Maintenance Bureau 024-500225 Contract Repairs; Machine, Equip.	$11,612.15	$11,518.35
04-96-96-961017-7022 Turnpike Administration 024-500225 Contract Repairs; Machine, Equip.	$689.41	$783.21
04-96-96-961017-7027 Central Turnpike Maintenance 024-500225 Contract Repairs; Machine, Equip.	$2,572.86	$2,144.05
04-96-96-961017-7032 Blue Star Memorial Highway Maintenance 024-500225 Contract Repairs; Machine, Equip.	$857.62	$1,286.43
04-96-96-961017-7037 Spaulding Turnpike Maintenance 024-500225 Contract Repairs; Machine, Equip.	$428.81	$428.81
	$16,160.85	$16,160.85

EXPLANATION

The Department of Transportation operates a statewide radio communications network that consists of mountain top repeaters, dispatch centers, control (base) stations, and land mobile radios that link toll, bridge maintenance, traffic operations, and highway maintenance facilities with field staff. Certain vehicles in the Department's fleet are equipped with mobile radios that must be removed and re-installed as vehicles are retired and replacement vehicles are placed into service. This contract is established to provide those essential services of mobile radio removals and installations for all types of Department vehicles in a timely manner at the contract bid prices.

The newspaper advertisement was emailed to four local radio shops, and a bid invitation was advertised in the Manchester Union Leader on March 8, 2025, and March 9, 2025. The successful and only bid was received from R&R Communications, Inc. of Swanzey, NH. Attached is a copy of the bid tabulation. The Department is satisfied that the bid prices are reasonable and that R&R Communication, Inc. is qualified to perform the required work.

This contract has been approved by the Attorney General as to form and execution and the Department has verified that the necessary funds are available. Copies of the fully executed contract are on file at the Secretary of State office and the Department of Administrative Services office, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

Your approval of this contract is respectfully requested.

Sincerely,

William J. Cass, PE
Commissioner

Attachments

2025 RADIO INSTALLATION SERVICES

Exhibit C - Installation Rates for Mobile Radios with Accessories (per unit)				
Vehicle Type	Type of Radio or Configuration	Estimated # of Units	R&R Communications, Inc.	Estimated Cost
Light Truck or Car	Truck / Remote Mount	29	$ 6,322.00	$ 6,525.00
Light Truck or Car	Dash Mount	2	$ 320.00	$ 300.00
Light Truck or Car	Dual-Band / Remote	2	$ 496.00	$ 500.00
Light Truck or Car	APX Dual-Band / Remote	2	$ 496.00	$ 500.00
3-5 Ton Truck	Trunk / Remote Mount	49	$ 10,682.00	$ 11,760.00
Heavy Equipment 24-volt	Dash Mount	2	$ 320.00	$ 450.00
Subtotal			**$ 18,636.00**	**$ 20,035.00**

Exhibit C - Replacement Mobile Radio Accessories and New Antenna				
Part Number	Nomenclature	Estimated # of Units	R&R Communications, Inc.	Estimated Cost
HKN6169	Cable, Remote mount	2	$ 198.00	$ 200.00
HKN6188B	Cable Power / Spker	2	$ 139.98	$ 100.00
HKN4192B	High Power cable	2	$ 93.98	$ 110.00
HLN9073B	Microphone Clip	2	$ 12.00	$ 10.00
ASP 7795	Mosaic UHF antenna	20	$ 1,530.20	$ 1,200.00
MB8UM	Brass Antenna	20	$ 686.00	$ 500.00
NMOKHFUDMPL	Nickel Antenna	2	$ 79.56	$ 50.00
B132S	VHF Antenna 1/4 Wave	2	$ 110.72	$ 100.00
BMBMPL	Mirror Mount w/cable	1	$ 50.27	$ 80.00
RF connector for RG 58 cable	Mini-UHF	15	$ 93.00	$ 90.00
BB4502NS	No Ground Plane Antenna	1	$ 111.99	$ 60.00
Subtotal			**$ 3,105.70**	**$ 2,500.00**

Exhibit C - Mobile Radio Removal Rates (per unit)				
Vehicle Type	Type of Radio or Configuration	Estimated # of Units	R&R Communications, Inc.	Estimated Cost
Light Truck or Car	Truck / Remote Mount	37	$ 3,700.00	$ 3,145.00
Light Truck or Car	Dash Mount	2	$ 180.00	$ 170.00
Light Truck or Car	Harris Dual-Band / Remote	2	$ 200.00	$ 170.00
3-5 Ton Truck	Remote Mount	63	$ 6,300.00	$ 5,355.00
Heavy Equipment 24-volt	Dash Mount w/ converter	2	$ 200.00	$ 170.00
Subtotal			**$ 10,580.00**	**$ 9,010.00**

Sum of three Subtotal Values	**$ 32,321.70**	**$ 31,545.00**

Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name New Hampshire Department of Transportation		1.2 State Agency Address NHDOT, 7 Hazen Drive, PO Box 483, Concord, NH 03301-0483	
1.3 Contractor Name R & R Communications Inc.		1.4 Contractor Address PO Box 10383, Swanzey, New Hampshire, 03446	
1.5 Contractor Phone 603-352-5697	1.6 Account Unit and Class Multiple Accounts, See attachment	1.7 Completion Date June 30, 2027	1.8 Price Limitation $ 32,321.70
1.9 Contracting Officer for State Agency Susan M. Klasen, P.E., Director of Operations		1.10 State Agency Telephone Number 603-271-6862	
1.11 Contractor Signature Jeffrey A. Barden Date: 4/14/2025		1.12 Name and Title of Contractor Signatory Jeffrey Barden, President	
1.13 State Agency Signature Susan M Klasen Date: 5/7/2025		1.14 Name and Title of State Agency Signatory Susan M. Klasen, P.E., Director of Operations	
1.15 Approval by the N.H. Department of Administration, Division of Personnel *(if applicable)* By: Director, On:			
1.16 Approval by the Attorney General (Form, Substance and Execution) *(if applicable)* By: Robert Pearce, attorney On: May 12, 2025			
1.17 Approval by the Governor and Executive Council *(if applicable)* G&C Item number: G&C Meeting Date:			

Contractor Initials J.B
Date 4/14/25

2. SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed.

3.3 Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8. The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement the liquidated amounts required or permitted by N.H. RSA 8 through RSA 80:7-c or any other provision of law.

5.4 The State's liability under this Agreement shall be limited to monetary damages not to exceed the total fees paid. The Contractor agrees that it has an adequate remedy at law for any breach of this Agreement by the State and hereby waives any right to specific performance or other equitable remedies against the State.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws and the Governor's order on Respect and Civility in the Workplace, Executive order 2020-01. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of age, sex, sexual orientation, race, color, marital stat physical or mental disability, religious creed, national orig.., gender identity, or gender expression, and will take affirmative action to prevent such discrimination, unless exempt by state or federal law. The Contractor shall ensure any subcontractors comply with these nondiscrimination requirements.

6.3 No payments or transfers of value by Contractor or its representatives in connection with this Agreement have or shall be made which have the purpose or effect of public or commercial bribery, or acceptance of or acquiescence in extortion, kickbacks, or other unlawful or improper means of obtaining business.

6.4. The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with this Agreement and all rules, regulations and orders pertaining to the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 The Contracting Officer specified in block 1.9, or any successor, shall be the State's point of contact pertaining to this Agreement.

Contractor Initials T.B.
Date 4/14/25

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the ntractor shall constitute an event of default hereunder ("Event of fault"):

.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) calendar days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) calendar days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement l pursue any of its remedies at law or in equity, or both.

9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) calendar days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) calendar days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. In addition, at the State's discretion, the Contractor shall, within fifteen (15) calendar days of notice of early termination, develop and submit to the State a transition plan for Services under the Agreement.

10. PROPERTY OWNERSHIP/DISCLOSURE.

10.1 As used in this Agreement, the word "Property" shall mean all data, information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any Property which has been received from the State, or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Disclosure of data, information and other records shall be governed by N.H. RSA chapter 91-A and/or other applicable law. Disclosure requires prior written approval of the State.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

12.1 Contractor shall provide the State written notice at least fifteen (15) calendar days before any proposed assignment, delegation, or other transfer of any interest in this Agreement. No such assignment, delegation, or other transfer shall be effective without the written consent of the State.

12.2 For purposes of paragraph 12, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.3 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State.

12.4 The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. INDEMNIFICATION. The Contractor shall indemnify, defend, and hold harmless the State, its officers, and employees from and against all actions, claims, damages, demands, judgments, fines, liabilities, losses, and other expenses, including, without limitation, reasonable attorneys' fees, arising out of or relating to this Agreement directly or indirectly arising from death, personal injury, property damage, intellectual property infringement, or other claims asserted against the State, its officers, or employees caused by the acts or omissions of negligence, reckless or willful misconduct, or fraud by the Contractor, its employees, agents, or subcontractors. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

Contractor Initials T.B
Date 4/14/25

14. INSURANCE.
14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:
14.1.1 commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than $1,000,000 per occurrence and $2,000,000 aggregate or excess; and
14.1.2 special cause of loss coverage form covering all Property subject to subparagraph 10.2 herein, in an amount not less than 80% of the whole replacement value of the Property.
14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.
14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or any successor, a certificate(s) of insurance for all insurance required under this Agreement. At the request of the Contracting Officer, or any successor, the Contractor shall provide certificate(s) of insurance for all renewal(s) of insurance required under this Agreement. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

15. WORKERS' COMPENSATION.
15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A *("Workers' Compensation").*
15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or any successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. WAIVER OF BREACH. A State's failure to enforce its rights with respect to any single or continuing breach of this Agreement shall not act as a waiver of the right of the State to later enforce any such rights or to enforce any other or any subsequent breach.

17. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

18. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under circumstances pursuant to State law, rule or policy.

19. CHOICE OF LAW AND FORUM.
19.1 This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire except where the Federal supremacy clause requires otherwise. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.
19.2 Any actions arising out of this Agreement, including the breach or alleged breach thereof, may not be submitted to binding arbitration, but must, instead, be brought and maintained in the Merrimack County Superior Court of New Hampshire which shall have exclusive jurisdiction thereof.

20. CONFLICTING TERMS. In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and any other portion of this Agreement including any attachments thereto, the terms of the P-37 (as modified in EXHIBIT A) shall control.

21. THIRD PARTIES. This Agreement is being entered into for the sole benefit of the parties hereto, and nothing herein, express or implied, is intended to or will confer any legal or equitable right, benefit, or remedy of any nature upon any other person.

22. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

23. SPECIAL PROVISIONS. Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

24. FURTHER ASSURANCES. The Contractor, along with its agents and affiliates, shall, at its own cost and expense, execute any additional documents and take such further actions as may be reasonably required to carry out the provisions of this Agreement and give effect to the transactions contemplated hereby.

25. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

26. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

Contractor Initials T.B.
Date 4/14/25

EXHIBIT-A, Special Provision

Section-14. Insurance and Bond

To include comprehensive automobile liability insurance covering all motor vehicles including owned, hired, borrowed and non-owned vehicles, in amounts not less than $1,000,000.00 combined single limit for bodily injury and property damage. (amend 14.1.1).

EXHIBIT-B

SECTION-1, Scope of Services

1) Provide all labor, hand and power tools, miscellaneous installation parts, test equipment, and transportation, necessary to perform mobile radio installations at the Department's Bureau of Mechanical Services facility located at 33 Smokey Bear Boulevard, and or Bureau of Traffic located 18 Smokey Bear Boulevard, Concord, New Hampshire.

   The Department's mobile radio (MR) models consist of but not limited to; Motorola Inc., XTL and APX series, Kenwood NX series, and Harris Inc. -M7100, (formerly M / A Com). Both high-power remote-mount, as well as low-power dash-mount types.

   Miscellaneous installation parts shall include but not be limited to; nuts, bolts, self-tapping mounting screws, washers, lock washers, wire ties, additional or replacement specialized fuse housing, fuse panel taps, fuses, tape, treatments, sealants, hole plugs wire loom, crimped wire terminals, additional hook-up wire not provided as an accessory by original radio manufacture.

2) Contractor shall accept on site ***working hours*** of no earlier than 7:00 AM and no later than 3:30 PM, Monday thru Friday unless some other mutually agreeable time(s) and location(s) for work are defined. No work is to be scheduled on a State of NH recognized holiday. The Department operates 24 / 7 / 365 and is available to communicate with Contractor verbally outside of normal business hours. 24-hour contact information is listed in Section-3. For ease of operations, Contractor is expected to be available by telephone for verbal communications and coordination as early as 6:00 AM and as late as 6:00 PM on weekdays to discuss changes to ongoing or pending work.

3) ***On-site response*** to requested services shall be as soon as possible but no greater than four (4) business days after written request by the Department (weather and travel conditions permitting). Department shall issue work request numbers for all such requested work and contractor shall confirm a work schedule per occurrence within twelve (12) business hours of written request.

4) Written work requests subjects and numbers shall be conveyed to contractor via the Department's Footprints email server system. Contractor shall respond in kind with a ***confirmed schedule date*** to each email request and respective subject line. The on-site arrival **time** shall be identified by Contractor on no less than one email response per scheduled date when multiple installations or removals are scheduled for the same day. Footprints email subject line(s) shall not be altered by contractor. A change in message subject line will result undelivered distributed email. Upon work completion, contactor shall indicate completeness of each work request through email response to each work request within six (6) business hours using the respective email subject line. Broken schedules and or incomplete scheduled work shall be communicated to the Communications Supervisor via telephone as soon as possible.

5) Contractor shall retain and maintain in good repair a multi-meter, bi-directional analog wattmeter, and amp-meter. Analog wattmeter shall be capable of measuring radio frequency (RF) power at no less than three quarter (3/4) scale at the power and frequencies listed in TABLE-1 for inclusion in the required calculation of antenna system voltage standing wave ratio (VSWR). Contractor shall be responsible for cost of materials and travel related to correcting any conditions that result from use of a faulty bi-directional bridge, wattmeter and or test cable.

6) Contractor shall provide incidental installation supplies such as, but not limited to; tie wraps, wire loom, wire, electrical and mechanical fasteners, fuses, fuse holders, and sealants rated and type accepted by the Department for the specific application. Upon request from Communication Supervisor and or authorization of Contractor-identified need, Contractor shall provide the accessory replacement parts listed in Exhibit-C, Page 2 of 5 at listed bid prices.

7) Contractor shall adhere to the installation standards set forth in Exhibit –B, Section-2. These standards shall be revised by Department as necessary to maintain quality control during the contract period.

8) To prevent work stoppage, Contractor shall report problems concerning Department provided mobile radio equipment, accessories, and Department provided antenna supplies to the Communication Supervisor, as soon as possible. Contact information is listed in Section-3. A packing list will be provided within (MR) installation packages outlining all installation pieces as provided by the Department. Unused materials and spares provided by Department shall be returned to Department in box provided. See example on Page 14 of 16 Exhibit-B

9) Upon request by Department and or authorization by Department or Contractor self-identified need, Contractor shall provide the mobile radio accessory replacement parts listed in Exhibit-C, Page 2 of 5 at bid prices.

10) Problems including damage to the Department's vehicles and or Mechanical Services facility shall be verbally reported by the Contractor to the fleet Equipment Superintendent and then only in their absence to the appropriate shop foreman immediately. Contact information is listed in Section-3. Verbal reports shall be followed up with a written report to the Equipment Superintendent within six (6) business hours.

11) Provide for installation of a ***trunk / remote mount*** radio with accessories in a ***light truck, car or van*** at a cost per unit as specified in Exhibit-C, page 1 of 5

12) Provide for installation of a ***dash-mount*** radio with accessories in a ***light truck, car, van, small tractor*** at a cost per unit as specified in Exhibit-C, page 1 of 5.

13) Provide for installation of a Kenwood NX or ***Harris M7100 dual-band remote mount*** (one control head, two transceivers) radio with accessories in a ***car or light truck*** at a cost per unit as specified in Exhibit-C, page 1 of 5.

14) Provide for installation of a ***Motorola APX dual-band remote mount*** (one control head, one transceiver chassis, and two antennae) radio with accessories in a ***car or light truck*** at a cost per unit as specified in Exhibit-C, page 1 of 5.

15) Provide for installation of a ***remote mount*** radio with accessories in a ***3 -5-ton plow truck*** at a cost per unit as specified in Exhibit-C, page 1 of 5.

16) Provide for installation of ***two (2)*** discrete and separate ***remote mount*** radios in the same ***light truck, car or van.*** Usually one UHF and one VHF per the bid cost x2 of Section-1, item #11

17) Provide for installation of a ***dash-mount radio*** with a 24-12-volt, DC to DC convertor, in a ***loader, grader, or tractor***. cost per unit as specified in Exhibit-C, page 1 of 5.

18) Provide for removal of a ***trunk / remote mount*** radio and all accessories in a ***light truck, car or van*** at a cost per unit as specified in Exhibit-C, page 3 of 5.

19) Provide for removal of a ***dash-mount*** radio and all accessories in a ***light truck, car or van*** at a cost per unit as specified in Exhibit-C, page 3 of 5.

20) Provide for removal of a Harris ***dual-band remote mount*** radio(s) and all accessories in a ***car or light truck*** at a cost per unit as specified in Exhibit-C, page 3 of 5.

21) Provide for removal of a ***remote mount*** radio and all accessories in a ***3 -5-ton plow truck*** at a cost per unit as specified in Exhibit-C, page 3 of 5.

22) Provide for removal of a ***dash-mount radio*** with a 24-12-volt, DC to DC convertor, and all accessories in a ***loader, grader or tractor***. cost per unit as specified in Exhibit-C, page 3 of 5.

23) In most all cases of a mobile radio removal, the Contractor may abandon the radio frequency cable and antenna MOT mount in-place as a hole plug. However, in cases when the MOT mount has been stressed or vehicle body paint is chipped, cracked, or corroded around the MOT mount, Contractor shall remove MOT mount and provide a rubber plug specifically designed for plugging a ¾-inch diameter hole. No other alternative method of plugging hole is acceptable. MOT cable may still be abandoned in place after MOT mount is removed from hole.

24) Provide for inventory documentation of all MR pieces removed accounting for presence and condition of items on preformatted check sheet form as seen in Exhibit-B, Page 13 of 16.

25) Contractor shall be responsible for clearing Department provided work area(s) and vehicle(s) of debris generated as the result of the requested services. Facility and vehicles shall be "broom clean" with regard to any radio removal waste. Department shall provide adequate deposal containers for waste storage and or recycling.

26) Contractor shall warranty workmanship for a period of no less than ***180-days*** from completion of services. Problems with workmanship shall be resolved to the Department's satisfaction. Note: Once deployed it is impractical to have vehicles travel to Concord for corrections from distances greater than 30-miles. Cost of travel and labor for corrections to workmanship shall be the responsibility of Contractor and shall not be invoiced.

27) Travel Allowances to and from Bureau of Mechanical Services, Concord or Bureau of Traffic, both located at Smokey Bear Boulevard, Concord NH shall not be invoiced.

28) The Department reserves the right to make additions or deletions to the Scope of Services as required by budgetary restraints, State or Federal regulation, and or unrealized requirements. Those changes shall be limited to those that do not require bid rate changes.

29) The Department requests that ***bidders*** for this contract provide the following information which is believed to be critical in the overall success of the Department's business relationship with the contractor. Items labeled FYI shall be required of the Successful bidder.

a. A brief profile of the bidders' employee(s) that would be charged with providing the services outlined Section-1. This information should include at a minimum, employees job title, experience, and qualifications. Additionally, a profile should describe direct work experience related to mobile radios and or vehicle aftermarket equipment.

b. FYI -the contractor shall have all existing, and future, employees charged with installations services of Department equipment, initial a copy of the installation standards of Section-2.

c. FYI- successful Contractor shall be required to provide contact information for Company owner or general manger, installation technician(s) and accounts receivable person. This is not required however for a bid submittal.

30) Billing will be presented to the Department as detailed in Exhibit-C, Section-2, page 5 and 6

Section -2 Mobile Radio Installation and Removal Standards

I. General

a) All work and craftsmanship shall conform to best accepted practices of; the 2-way radio industry, and recommendations of original manufacturer(s) of radio equipment & original manufacture(s) of the vehicles.

b) These standards may be revised by either customer or contractor as needed to resolve unforeseen issues. Resolution shall be mutually agreeable.

II. Mounting

a) The pre-existing mounting adaptor plate in a 3-5-ton truck currently used for mobile radio transceiver as well as other unrelated aftermarket equipment ***shall*** be used / reused in order to reduce the penetration of the vehicle cab.

b) The roof top of loaders and graders ***shall not*** be penetrated for the purposes of mounting a mobile radio antenna or for any other reason.

c) Mounting locations for radio control head shall be chosen to maximize the operator view and not interfere with any other vehicle operations. No radio accessories shall be mounted on top of the dash board. Control head brackets shall be fastened with both a screw and ***star washers*** to prevent loosening. No part of a completed mobile radio installation shall physically interfere with user operation of the vehicle, or normal u operation of the vehicle's moving parts.

d) Base loaded antennae shall be mounted in place compatible with the ground plane requirements for applicable fractional wavelength of particular antenna. If no such place exists a non-ground plane antenna shall be employed.

e) When a base –loaded mobile antenna is used for heavy equipment, the engine cowl on non-articulating bodies of heavy equipment should be looked to as a mounting location for antennae. Coordination with a heavy equipment mechanic shall occur before locating antenna a cable at this location. A mirror mount with no ground plane antenna is preferable.

f) Antennae shall be mounted in such a manner as to reduce the RF energy exposure to radio operator.

g) In cases where roof racks, arrow sign boards prevent use of the optimum antenna mounting location, i.e. center of roof, an alternative mounting location should be closely coordinated with the applicable Bureau of Mechanical Services shop foreman.

h) Ground plane-less antennae shall be used in cases where no fractional equivalent ground plain of suitable size exists on the vehicle mounting surfaces. The fractional equivalent should be equal to the mobile radio antenna model. i.e. ¼ wave, 5/8-wave at the frequency of operation. Same shall apply to fiberglass roofs or boxes.

i) MOT antenna cable shall not be routed in front of side and head airbag systems in the headliner or doorframe area of pickup trucks, vans and or sedans. MOT RF cables shall ***not*** be tie wrap secured in ceilings of vehicles. These shall be left loose from end to end.

Note: Antenna RF power measurement standards assume the use of an analog Bird model 43 Wattmeter

j) Base loaded mobile antennae shall be cut to resonance at a frequency designated on work request and shall have a VSWR better than the original manufacturer's broadband specification at a frequency of operation designated by the Department. For instance, the PCTel 7795 UHF antenna specification is < 1.5 : 1 VSWR. Reflected measurements shall be taken with a Bird 5 C element to obtain a ¾ scale needle deflection.

Freq' Range	Element	Freq' Range	Power level	Target measurement
VHF HB VHF HB	Bird 5C Bird 100C	100- 250 Mhz 100- 250 Mhz	5-Watt 100-Watt	Reverse power Forward power
UHF UHF	Bird 5C Bird 100C	200-500 Mhz 200-500 Mhz	5-Watt 100-Watt	Reverse power Forward power

TABLE-1

VSWR = (1 + √(Reflected Power / Forward Power)) / (1 − √(Reflected Power / Forward Power))
REFLECTED POWER - WATTS
FORWARD POWER-WATTS
POWER VALUES vs VSWR

TABLE -2

TABLE-3

k) Antennae that cannot be matched to an acceptable VSWR on new fleet vehicles shall be reported to Communications Supervisor prior to departure from work location.

l) All waste metal shavings associated with the antenna mount core hole shall be removed from the surface of an associated vehicle roof. Or the passenger interior if applicable.

m) Mounting hardware, especially self-tapping screws that penetrate the cab of a vehicle to the exterior of vehicle shall be sealed outside against weather, water, and salt to prevent corrosion to vehicle body and radio mounting plate(s). Oxide-inhibiting joint compound (like Penetrox) shall be applied to mounting hardware.

n) Consult instructions in work request or Communications Supervisor prior to cutting and matching (new) VHF-High band antenna whips intended for use by Bureau of Traffic, pavement marking work section

III. Power and wiring

a) The load bearing main, 12-volt, power connection with current draw of greater than 15-amperes for a radio transceiver shall be derived from the automobile battery.

b) Main transceiver power connection shall be fused as close to power source as practical. i.e. less than 12-inches from battery.

c) No equipment shall be electrically connected directly to the negative terminal of a vehicle battery.

d) A suitable DC return ground point with a low resistance path to the fusible link that attaches to the negative terminal of the automobile battery shall be chosen. When necessary and in order to create that low resistance return path, paint and primer shall be removed from the vehicle's body and oxide-inhibiting joint compound shall be applied to the electrical fastener connection and vehicle ground point.

e) Multiple radios, dual-band configurations, and or DC to DC converter(s) shall be physically bonded to the same DC ground "point" that has been chosen in item-d.

f) Trunk hinge hardware and spot-welded body panels shall be avoided as potential DC ground points.

g) Switched ignition option of radio shall be employed. Power for this option shall be derived from a circuit that exhibits the following traits.

1. Voltage is off when vehicle key is turned to the off position
2. No voltage off-state time delay or door operation dependency.
3. Voltage drops ***fast*** enough to be perceived as a "low" logic state by radio
4. Voltage is on when the vehicle key is in the accessory position
5. Voltage is off during starting cycle of engine
6. Voltage is on during normal operation of vehicle

h)

1. Sedan, light truck, and van fuse circuit names or IDs that the switch ignition yellow wire is attached to during installation ***shall be documented*** and provided to Department on the contractor submitted paperwork per occurrence.

2. If the circuit chosen for final installation configuration does not meet any of the traits set out in g) 1 thru 6, that trait number shall be documented and provided to the Department on the contractor submitted paperwork per occurrence.

3. Original vehicle manufactures ***circuits used for safety features*** of the vehicle shall not be used for the switched ignition radio option. i.e. airbag and antilock brake circuits.

i) Bureau of Mechanical Service, Fleet Manager or their designee shall identify the proper switched circuit(s) in each manufacture's latest model truck to attach yellow switch ignition (radio) wire to. Special attention shall be paid to Freightliner electrical systems.

j) A yellow wire of equal gage of the OME wire shall always be used to indicate the switched ignition wire when extended, replaced, repaired or transitioned through a fuse holder.

k) The red wire designated (SWB +) of the Motorola radio shall always be attached to the vehicle battery. In cases where a power distribution panel is used, the SWB + lead shall only be placed at the ***same*** voltage terminal ***location*** as the A + high current, main DC power cable.

l) Extra accessory wiring shall <u>not</u> be stored under vehicle carpeting or floor mats.
Extra accessory cable or wire shall be coiled neatly and stored in such a manner as to not get pinched, crushed, slashed or tangled by or with items that shall be stored in the same location as the radio transceiver. i.e. road signs, chains, shovels, and the like. Wires under dash shall be stored in a manner that does not prohibit maintenance of the vehicle.

m) In cases where 2-way radio antennae are mounted on a trunk-lid of a sedan, bonding straps shall be installed between main body and the truck lid. Bonding materials shall be provided by contractor. Oxide-inhibiting joint compound (like Penetrox) shall be applied to bonding strap attachment points.

n) Penetration of the firewall or seals in the firewall for purposes of routing of DC power wires to the engine compartment shall be sealed (after) with appropriate sealant. DOT fleet manager will make final determination of appropriateness of material and application of material.

IV. 24 to 12 –volt Converters

a) 24-volt DC to DC converters shall derive voltage from the master switch or the load side of the main 24-volt solenoid and not be connected electrically directly to battery. 24-12 volt converters ***with*** a switched ignition option provided for their respective load, ie the mobile radio, shall be wired as such to provide switched power.

b) When a manual master switch is not available, 24-volt DC to DC converters shall derive their main power from the (combined battery) 24-volt position on, or as close to, the battery as possible. i.e. OEM power distribution point intended to keep after market wiring off the battery terminals. Contractor shall coordinate with Bureau of Mechanical Services, heavy equipment mechanic to investigate alternatives to connecting directly to 24-volt non-switched battery source.

c) 24-volt DC to DC converters shall be fused as close to the 24-volt power source as practical.

d) Specific to heavy equipment, a common electrical ground for both the 2-way radio and the DC to DC converter shall be derived from the closes ground point designated by original vehicle manufacturer as a designated electrical ground point.

e) Specific to heavy equipment, Contractor shall coordinate with Bureau of Mechanical Services, heavy equipment mechanic on the installation of all ***electrical wiring*** and ***equipment attachments***.

V. Mobile radio removals from vehicles being de-commissioned.

a) Unless otherwise notified, removed radio equipment shall be placed in a box provided by NHDOT. A part and accessory inventory check sheet shall be filled out indicating the presence and condition of removed radio and accessories at the time of removal and the overall condition and re-serviceability of these removed pieces shall be noted.

b) The MOT cable and brass threaded antenna coil mount may be abandoned in place to serve as a roof plug. Bent, buckled, stress-damaged antenna mount holes shall be reported to appropriate Bureau of Mechanical Services shop. A rubber roof plug specifically designed to plug a ¾-inch hole shall be installed in cases of vehicle roof damage around MOT mount.

c) Vehicle firewall holes used to route radio DC power wires shall be sealed with appropriate sealant after these are vacated.

d) ***Sharp pointed*** hardware fasteners used in the previous installation along with waste shall be properly disposed of in the trash and not stored with radio equipment in box or left in vehicle.

e) Radio OME machine screw hardware shall be reserved in mating holes of equipment for storage purposes and not stored loose in the storage box.

f) Contractor shall remove all debris and waste associated with removal or former radio installation from vehicle and Mechanical Services and or Traffic Bureau work area and vehicle. Areas should be considered broom clean with regard to any radio removal waste.

NHDOT Mobile Radio Removal List for Motorola XTL2500

Issue # _____ Removed from H _____ on Date :_____

/ES	Item	Missing	Noticeable Damage or Condition Note
	Antenna Coil and Whip		
	Transceiver Mounting Plate		
	Radio / Plate Wing Screws x4		
	Key #3052		
	XTL2500 Transceiver		
	Transceiver Dust Caps X3		
	Control Head Blue Cable		
	DC Power Cable with Red Fuse Holder		
	Control Head with Wing Screws x2		
	Control Head Bracket with Plastic Washers X2		
	Control Head Dust Caps x4		
	Control Head Red Accessory Cable with Yellow and Red Fuse Holder		
	Speaker		
	Speaker Bracket		
	Speaker Wing Screws x2		
	Microphone		
	Mic' Hang-up Clip		

EXAMPLE

Date: 4/14/25 Initials: NB.

NHDOT Mobile Radio Packing List for Motorola XTL2500 HP

Marked for H _____ Issue #:_____

	Item	Condition	Style / Maker
☐	New Antenna	New In Package (Uncut)	
☐	Used Antenna	Used	
☐	New MOT Cable	New In Package with Mini UHF RF Connector	
☐	MOT Cable	Unused (Broken) Package with Separate RF Connector	
☐	Transceiver Mounting Plate	New Used	Style :
☐	Radio / Plate Wing Screw x4	Serviceable	Original Equipment Manufacturer
☐	Key #3052	Serviceable	Original Equipment Manufacturer
☐	XTL2500 Tranciever Matching Mounting Plate	Used	High Power / Low Power
☐	Transceiver Dust Caps X3	Serviceable	Original Equipment Manufacturer
☐	Control Head Blue Cable	New Used	Original Equipment Manufacturer
☐	DC Power Cable	New In Package	High Power / Low Power
☐	DC Power Cable	Used with OEM Red Fuse Holder	High Power / Low Power
☐	Control Head with Wing Screws x2	Serviceable	Original Equipment Manufacturer
☐	Control Head Bracket with Plastic Washers X2	Serviceable	Original Equipment Manufacturer
☐	Control Head Dust Caps x4	Serviceable	Original Equipment Manufacturer
☐	Control Head Red Accessory Cable	New in package	Original Equipment Manufacturer
☐	Control head Red Accessory Cable with OEM Red and Yellow Fuse Holders	Used	Original Equipment Manufacturer

EXAMPLE

Date: 4/14/25 Initials: AB

NHDOT Mobile Radio Packing List for Motorola XTL2500 HP

Marked for H _____ Issue #:_____

	Item	Condition	Style / Maker
☐	New Speaker Complete	New In Bubble Wrap	Original Equipment Manufacturer
☐	Used Speaker	Serviceable	Original Equipment Manufacturer
☐	Speaker bracket	Service	Original Equipment Manufacturer
☐	Speaker Wing Screws x2	Located on Speaker	Original Equipment Manufacturer
☐	Microphone	New Used	Original Equipment Manufacturer
☐	New Mic' Hang-up Clip	New In Package	Original Equipment Manufacturer
☐	Used Mic' Clip	Serviceable Will Need Ground Wire	Original Equipment Manufacturer
☐	Wire Loom	New	After Market
☐	Generic Fuse Panel Fuse Tap Kit	New	After Market

EXAMPLE

Date: 4/14/25 Initials: J.B.

SECTION-3 GENERAL CORRESPONDENCE & REQUIRED NOTIFICATIONS

I. Communications Supervisor:

a) Kevin W. Carlson
b) Communications Supervisor
c) Bureau of TSMO, NHDOT, PO BOX 483, Concord, NH, 03301-0483
d) Kevin.W.Carlson@dot.nh.gov
e) 603-271-1669
f) 603-892-4960

II. Equipment Superintendant

a) James Lamora
b) Superintendent of Equipment
c) Bureau of Mechanical Services, NHDOT, PO BOX 483, Concord, NH, 03301 -0483
d) James.L.Lamora@dot.nh.gov
e) 603-271-1665
f) 603-545-7122

III. Car Shop Foreman

a) Jeremy Pfeiffer
b) Car Shop Foreman
c) Bureau of Mechanical Services, NHDOT, PO BOX 483, Concord, NH, 03301-0483
d) Jeremy.S.Pfeiffer@dot.nh.gov
e) 603-271-3611

IV. Truck Shop Foreman

a) John Rice
b) Truck Shop Foreman
c) Bureau of Mechanical Services, NHDOT, PO BOX 483, Concord, NH, 03301-0483
d) John.H.Rice@dot.nh.gov
e) 603-271-3614

IV. 24-hour Department Contact.

Transportation Management Center, (603) 271-6862. Request a call from Communications Supervisor

EXHIBIT-C

Installation Rates for Mobile Radios with Accessories (per unit)

Type of Vehicle	Type of Radio or Configuration	Estimated # of Units	Unit Cost	Extended Cost Page 1 of 5
Light Truck, Car or Van	Trunk / Remote Mount	29	$218.00	$6,322.00
Light Truck, Car or Van	Dash Mount	2	$160.00	$320.00
Light Truck or Car	M7100 or NX Series Dual-Band / Remote Mount	2	$248.00	$496.00
Light Truck or Car	APX Dual-Band / Remote Mount	2	$248.00	$496.00
3-5 Ton Truck	Trunk / Remote Mount	49	$218.00	$10,682.00
Heavy Equipment 24-volt	Dash Mount with 24-12 volt converter	2	$160.00	$320.00
		Subtotal Page 1 of 5		**$18,636.00**

Date: 4/14/25 Initials RB.

Replacement Mobile Radio Accessories and New Antenna

Part Number	Nomenclature	Radio type	Estimated Number of Units Per Year	Cost per Unit	Extended Cost Page 2 of 5
HKN6169	Cable, Remote Mount	Motorola XTL2500	2	$99.00	$198.00
HKN6188B	Cable Power / Speaker	Motorola XTL2500	2	$69.99	$139.98
HKN4192B	(High) Power Cable	Motorola XTL2500	2	$46.99	$93.98
HLN9073B	Microphone Clip	Motorola XTL2500	2	$6.00	$12.00
ASP 7795	Mosaic UHF Antenna	PC TEL - Maxrad	20	$76.51	$1,530.20
MB8UM	0-1000Mhz Brass Antenna Mount w/ Mini UHF connector	Laird	20	$34.30	$686.00
NMOKHFUDMPL	0-6000Mhz Nickel Antenna Mount w/ Mini UHF connector	Larson	2	$39.78	$79.56
B132S	VHF Antenna 1/4 Wave	Laird	2	$55.36	$110.72
BMBMPL	Mirror Mount w/ Cable, and Mini UHF Connector	PCTel	1	$50.27	$50.27
Any RF connector for RG 58 cable	Mini-UHF, PL-259, TNC, BNC	All Types	15	$6.20	$93.00
BB4502NS	no Ground Plane Antenna	Laird	1	$111.99	$111.99
				Subtotal of Page 2 of 5	**$3,105.70**

Date 4/14/25 Initials T.B.

Mobile Radio Removal Rates (per unit) and Bid Summary

Vehicle Type	Radio type	Estimated Number	Cost per Unit	Extended Cost Page 3 of 5
Light Truck or Car	Trunk / Remote Mount	37	$100.00	$3,700.00
Light Truck or Car	Dash Mount	2	$90.00	$180.00
Light Truck or Car	Harris Dual-Band / Remote	2	$100.00	$200.00
3-5 Ton Truck	Remote Mount	63	$100.00	$6,300.00
Heavy Equipment 24-volt	**Dash Mount w/ converter**	2	$100.00	$200.00
			Subtotal of Page 3 of 5	**$10,580.00**
			Enter Subtotal from Page 2 of 5	**$3,105.70**
			Enter Subtotal from Page 1 of 5	**$18,636.00**
			Add the three subtotal values, This is your bid ▶	**$32,321.70**

4/14/25

Date_____ Initials AB.

EXIBIT-C

SECTION-1, Contractor Contact Information

A. Company,

I. Name: Jeff Barden
II. Title: President
III. Mailing: Address: PO Box 10383 Swanzey, NH 03446
IV. Email: jeff249@randrcomm.com
V. Telephone: 603-352-1825

B. Company, Accounts Receivable

I. Name: Larissa Grant
II. Title: Office Manager
III. Mailing Address: PO Box 10383 Swanzey, NH 03446
IV. Email: Lgrant@randrcomm.com
V. Telephone: 603-352-1825

SECTION-2, Invoice and Billing Information

A. Contractor shall establish a NET-30 terms for the Department

B. Invoices shall be delivered by one of the following methods:

I. As preferred by email to the following address, Bureau56@dot.nh.gov

II. As needed by United States Postal Service to the most applicable address based on work request titles. Turnpike and ***non*** Turnpike invoiced work shall remain segregated

a) All ***non*** Bureau of Turnpike Invoices shall be addressed as specified.

Administrator
Bureau of TSMO, TMC
PO Box 483
Concord, NH 03302-0483

 Initials N.B Date: 4/14/20

b) Invoices for Bureau of Turnpikes shall be addressed as specified.

Administrator
Bureau of TSMO, for B70
PO Box 483
Concord, NH 03302-0483

III. As needed hand-delivery is acceptable but shall be made in person by a employee of the contractor to the Bureau of TSMO, Program Assistant, located at Bureau of TSMO, 110 Smokey Bear Blvd, Concord, NH or their pre-coordinated designee.

C. The NHDOT, Bureau of TSMO Administrator shall make final determination of completed work requests and adherence to standards per work request (number) prior to payment of invoices

D. It is the desire of the Department to combine as much billable work on as few invoices as possible. Multiple installations, removals or a combination of both shall be combined onto a single invoice. An invoicing cycle of no less than 20- calendar days shall be used in times of frequent work requests. The Communications Supervisor will communicate when there is no more work request forthcoming to avoid delayed invoicing.

E. Each invoice shall have a corresponding (Contractor) invoice number and date.

F. Each contractor invoice shall identify

I. The Department's work request number,
II. A description of installation and or removal, by listing **work request title(s)** as transmitted to contractor by the Department's Foot Prints Email server.
III. The state H-plate-number of the vehicle(s),
IV. The original manufactures serial number(s) of the mobile radio as seen on the equipment,
V. The unit (bid) rate charged, additional (requested) parts cost that are being billed for per work request.
VI. The total invoice cost
VII. Bureau of Turnpike invoices shall be segregated from all other non-Turnpike invoices.

G. Successful vendor shall provide ***accounts receivable*** contact information as referenced in Section-1 that includes name, title, mailing address, e-mail, and telephone number for mailing purposes and the resolution of all invoicing discrepancies.

R & R Communications, Inc.

P.O. BOX 10383 Swanzey, New Hampshire 03446

603.352.1825 800.339.1825 FAX: 603.352.5697
office@randrcomm.com

R&R COMMUNICATIONS

Jeffrey A. Barden – President – 42 years experience servicing, maintaining and installing Motorola, GE, TX-RX, Kenwood and various other brands of consoles, mobiles and portable radios.. Vega VOIP Certified – RF System design and Site Management.

Charles Shiland, CET – Practicing specialist of combined work and electronics training as a Two-Way Radio Technician. AST-R150256

James Barnes – Technician – 25+ years experience servicing, maintaining and installing GE, Motorola, TX/RX, Kenwood and various other brands of consoles, mobiles and portable radios. Motorola ASTRO (APC025) Certified.

Marc Leclerc – 19+ years Certified Tower Climber – Cert#MA030504RC-ComTram USA

Scott Spreadbury – 19+ years Certified Tower Climber – Cert#1466-1728-10-ComTramUSA.

Michael Striker – Technician – 39+ Years Experience servicing, maintaining, and installing GE, Motorola, TX/RX, Kenwood and various other brands of Consoles, Mobiles, and Portable Radios. Motorola ASTRO, (APC025) Certified. Motorola trained – CETa Certified and experienced Tower Climber CERT#162806-03 Safety One.

Jackson Stone – Installer/Technician – 23+ years installing GE, Motorola, Kenwood and various LMR radio equipment.

Larissa Grant – Office Manager – 1+ Years Experience managing office. 24 Years – Bonds Operation Specialist – NGM Insurance Company.

References:
Deering, NH Fire Department
Contact: Bob Richards
603.860.8127

Warner, NH Fire Department
Contact: Eddie Raymond
603.456.2222

AFTER HOURS RESPONSE PLAN: VIA TELEPHONE One (1) HOUR – Dispatch a technician within four (4) hours.

CERTIFICATE OF VOTE

I, **Judith M. Barden**, Secretary of **R&R Communications, Inc.,** hereby **Certify,** I am the Duly Elected Secretary of R&R Communications, Inc., and that the following is a true copy of a vote taken at a meeting of the Board of Directors of said corporation duly called and held on March 31, 2025, at which meeting a quorum of the directors being present and voting. It was

"VOTED: To authorize Jeffrey A. Barden, President to meet with officials of New Hampshire Department of Transportation including the Communications Supervisor to discuss a contract for two-way radio removal/installation services for the State of New Hampshire Department of Transportation, and to execute any and all documents, contracts and agreements regarding said services. This authorization shall remain in full force from April 1st, 2025 through June 30, 2025.

I further certify that said vote has not been amended or repealed and that Jeffrey A. Barden is the duly elected President of R&R Communications, Inc.

DATED: This 31st Day of March, 2025.

Judith M. Barden

Judith M. Barden, Secretary

(corporate seal)

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that R. & R. COMMUNICATIONS, INC. is a New Hampshire Profit Corporation registered to transact business in New Hampshire on January 21, 1975. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: **17737**

Certificate Number: **0007175668**

IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 6th day of May A.D. 2025.

David M. Scanlan
Secretary of State

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/1/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Kapiloff Insurance Agency, Inc.
417 Winchester St
Keene NH 03431

License#: PC-893147

CONTACT NAME:
PHONE (A/C, No, Ext): 603-352-2224 FAX (A/C, No): 603-357-1217
E-MAIL ADDRESS: documents@kapiloff.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Ohio Security Insurance Compan	24082
INSURER B: United Financial Casualty Co	11770
INSURER C: Technology Insurance Company	42376
INSURER D: The Ohio Casualty Insurance Co	24074
INSURER E:	
INSURER F:	

INSURED
R & R Communications Co., Inc.
PO Box 10383
Swanzey NH 03446

R&RCOMM-01

COVERAGES CERTIFICATE NUMBER: 1087915688 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			BKS55768773	1/1/2025	1/1/2026	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 15,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY			975962724	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / X SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
D	X UMBRELLA LIAB X OCCUR			USO55768773	1/1/2025	1/1/2026	EACH OCCURRENCE	$ 4,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED X RETENTION $ 10,000							$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			TWC4539070	1/1/2025	1/1/2026	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [Y] (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Jeff and Judith Barden are Excluded Officers.

Certificate holder is listed as an Additional Insured.
Mobile Radio Installation Contract and Statewide Radio Maintenance Contract.

Commercial Umbrella extends only over the General Liability.

CERTIFICATE HOLDER

New Hampshire Department of Transportationof TSMO
PO Box 483
Concord NH 03302

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Brittany Stockton

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