

AMENDMENT #1 FOR ITB NUMBER ACQ04001

DATE AMENDMENT ISSUED: March 17, 2004

The state of Ohio, through the Department of Administrative Services, Information Technology Governance Division, for the Department of Public Safety, is issuing this amendment for the Invitation to Bid entitled:

BMV Drivers License and Identification Card Printer ITB

DATE ITB ISSUED:	February 9, 2004
OPENING DATE:	**March 4 30, 2004**
OPENING TIME:	11:00 A.M.
OPENING LOCATION:	Department of Administrative Services IT Governance Division Bid Room 30 East Broad Street, 40 th Floor Columbus, Ohio 43215

The attached pages represent the Invitation to Bids (ITB) amendment for the ITB listed above. Please use replacement pages contained in this document to replace the page(s) previously issued by the State.

Specifications and requirements that have been revised are surrounded by double asterisks, bold type and when applicable, strikethrough.

AMENDMENT TO BID

State of Ohio
 Department of Administrative Services
 IT Governance Division
 Acquisition Management
 30 East Broad Street, 40th Floor
 Columbus, Ohio 43215

The Original Signed Bid and FIVE duplicate copies must be submitted to IT Governance Division to receive consideration for award.		FEDERAL E.I. NO.	
ITB NUMBER ACQ04001		BIDDER NAME	
OPENING DATE March 30, 2004		STREET ADDRESS	
Department of Administrative Services IT Governance Division 30 East Broad Street, 40th Floor Columbus, Ohio 43215		CITY	STATE
		ZIP	
REQ./INDEX NO. GDC528		TELEPHONE NO.	1-800-
DATE ITB MAILED February 9, 2004		FAX NO.	CONTACT PERSON
AGENCY: DO NOT MAIL RESPONSES TO AGENCY ADDRESS Ohio Department of Public Safety		DELIVERY REQUESTED F.O.B./DEST. P.P.D. _____	
		CASH DISCOUNT _____ % _____ DAYS	

THE IT GOVERNANCE DIVISION IS REQUESTING BIDS FOR:
 approximately 250 digitized card printers, printer maintenance and supplies for a three-year period for over-the-counter issuance of color driver licenses and identification cards at 217 locations throughout the state. The bidder awarded this Contract will be responsible for the following: 1) providing a card printer capable of meeting all of the requirements in this ITB including providing drivers to enable the use of the card printer on a Windows 2000; 2) providing a one year warranty and two years maintenance for the supplied card printer; 3) warranting a 4 ½ year service life for every driver license or identification card issued; 4) providing for and distributing printer supplies and imaging materials, which include card and laminate materials, to each of the 217 issuing locations throughout Ohio for the life of the Contract; and 5) providing technical support and training for use of the card printers.

DURATION: Three years with an option to renew two additional years in one-year increments.
 This Invitation to Bid, which is not a contract, is a General Requirements procurement offer for the product(s)/service(s) listed herein. A contract will be awarded to the successful vendor(s) by the IT Governance Division. The Contractor may commence performance of the awarded contract upon receipt of an official state of Ohio Purchase Order (ADM0523/POR/ORDE) from any of the agencies listed in the contract. When delivery and/or performance of the contract, as listed on the purchase order, has been completed, and upon receipt of proper invoices, payment will be provided by the ordering agency. The listed agency(ies) may place orders against this contract

QUANTITY: Quantities listed herein are ESTIMATES only. The State does not obligate itself, or any using agency, to purchase the full amount of the quantity(ies) listed, but the full discount offered must be allowed should the purchases be less. The State's requirements may exceed the quantities shown, and the successful bidder must furnish all items shown on the Purchase Order(s) issued during the effective period of this contract (to be determined by mailing date). FURTHER, THE STATE RESERVES THE RIGHT TO ISSUE SPECIAL INVITATIONS TO BID FOR LARGE OR UNUSUAL REQUIREMENTS.

Enclosed are the Instructions For Submitting Bids, Standard Terms and Conditions, and General Definitions, Specifications and Pricing Pages that apply to this bid, all of which will be the contract upon award. Any questions or clarifications regarding the bid should be directed to the State Procurement website identified in the Inquiries Section.

Typed Signature	Authorized Signature (Original Only, See Page 5, Para. D)	Date
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SEALED BIDS, for furnishing supplies, materials, equipment or services, as described herein, will be received at the IT Governance Division until 11:00 A.M. on the opening date, and then publicly opened. TO BE CONSIDERED AS A VALID RESPONSE AND TO RECEIVE CONSIDERATION FOR AWARD, THIS PAGE, SIGNED BY A DULY AUTHORIZED REPRESENTATIVE, MUST BE RETURNED. ANY OTHER SIGNATURE, LOCATED ELSEWHERE IN THIS BID, AND USED IN LIEU OF THIS SIGNATURE, WILL NOT BE CONSIDERED LEGALLY BINDING UPON THE STATE OR BIDDER AND THE BIDDER AND THE BID WILL BE DISQUALIFIED. By signing this bid, the undersigned acknowledges to have read, understood, and agrees to all of the terms and conditions listed therein and to fulfill the requirements of any awarded contract at the prices quoted.

No delay or omission to exercise any right or option accruing to the State upon any default by the Bidder will impair any such right or option or will be construed to be a waiver thereof. Any such right or option may be exercised from time to time and as often as may be deemed expedient by the State.

9. COOPERATION WITH OTHER CONTRACTORS

The Bidder agrees to cooperate with State personnel, hardware manufacturer representatives, other contractors' personnel and communications systems suppliers to diagnose and correct hardware malfunctions. The Bidder agrees, when requested by the State, to cooperate in diagnostic testing efforts involving other contractors and to cooperate with other contractors' personnel in carrying out diagnostic testing of hardware malfunctions.

10. CREATION OF THE CONTRACT

A bid, upon acceptance and award by the Deputy Director of DAS/ITGD, immediately creates a binding Contract ("the Contract") between the successful Bidder (the "Bidder") and the State. The Contract will contain all the terms and conditions of the ITB, as well as the accepted responses in the bid, except that no responses may change or alter the terms and conditions of this ITB. Unless otherwise provided for in the ITB, the Contract may not be canceled or rescinded by the Bidder.

11. DEFAULT BY THE BIDDER

The State may suffer damages due to the failure of the Bidder to perform under the Contract. The Bidder agrees that, if the State does not give prompt notice of failure, the State has not waived any of its rights or remedies concerning the failure of performance by the Bidder.

Unless otherwise expressly stated elsewhere in the Contract, the Bidder agrees that it will correct said failure or failures within ten (10) working days after written notice. If the Bidder does not correct the failure or failures within the ten (10) working days, the Bidder will be in default.

12. DEFAULT BY THE STATE

The Bidder may suffer damages due to the failure of the State to act in accordance with the specifications, terms, and conditions of the Contract. Such a failure will constitute an event of default on the part of the State. The State agrees that, if prompt notice is not given of such a failure, the Bidder has not waived any of its rights or remedies concerning the failure by the State.

Unless otherwise provided for in the Contract, the State agrees that it will correct said default within ten (10) working days of written notice thereof. If the State does not correct said default within ten (10) working days, the Bidder will be entitled to the remedies as set forth in the Contract.

13. DELIVERY/FREIGHT CHARGES

Unless otherwise provided, the State will not be responsible for freight or delivery charges. Prices are to be based upon the product(s) or service(s) being offered F.O.B. destination, freight prepaid by the Bidder to the location(s) in the ITB or as listed on the purchase order issued under any Contract awarded. Any shipment marked C.O.D. will be rejected and returned at the Bidder's expense. Risk of loss will pass to the State only upon delivery and acceptance by the State.

14. DRUG-FREE WORKPLACE

The Bidder certifies that it will take reasonable steps to ensure, to the best of its ability, that none of its employees purchases, transfers, uses or possesses illegal drugs or alcohol or abuses prescription drugs, while working on State property. Failure to comply will be a default and will result in immediate termination of the Contract, with the Bidder being subject to any remedies that the State may have.

****15. ENGINEERING CHANGES AND FIELD MODIFICATIONS**

Bidder sponsored modifications and engineering changes will be made only with the written consent of the State and at no additional charge. The State may schedule these Bidder sponsored modifications and engineering changes to minimize their impact on the daily operations of the State. Bidder warrants that, to its knowledge, installation of such engineering changes and field modifications ~~are~~ **as** required or recommended, will not degrade the performance of the goods or other items under this Contract.

If damages or losses that cannot be determined, liquidated damages as provided for in paragraph 4.8 will be assessed by the State if engineering changes and field modifications result in a substantially degraded performance level.

16. ENTIRE AGREEMENT

THE CONTRACTOR FURTHER AGREES THAT THE CONTRACT IS THE COMPLETE AND EXCLUSIVE STATEMENT OF THE AGREEMENT BETWEEN THE PARTIES, AND SUPERSEDES ALL PROPOSALS, ORAL OR WRITTEN, AND ALL OTHER COMMUNICATION BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER OF THE CONTRACT. THE CONTRACT, UNLESS OTHERWISE PROVIDED HEREIN, CAN ONLY BE MODIFIED IN WRITING, SIGNED BY THE CONTRACTOR AND THE STATE.

17. FORCE MAJEURE

If by reason of Force Majeure the Bidder is unable, in whole or in part, to perform under the Contract, the Bidder will not be in breach of contract during the continuance of such inability. The Bidder will, however, remedy, with all reasonable dispatch such cause preventing the Bidder from carrying out the obligations under the Contract. Except as otherwise provided herein, neither the Bidder nor the State will be liable to the other for any delay or failure of performance of any provisions contained herein, nor will any such delay or failure of performance constitute default hereunder, to the extent that such delay or failure is caused by Force Majeure. The term "Force Majeure" as used herein will mean without limitation; acts of God; such as epidemics; lightning; earthquakes; fire; storms; hurricanes; tornadoes; floods; washouts; droughts; or other severe weather disturbances; explosions; arrests; restraint of government and people; war; strikes; and other such events or any causes which could not be reasonably foreseen in the exercise of ordinary care, and which is beyond the reasonable control of the party affected and said party is unable to prevent.

18. GOVERNING LAW/SEVERABILITY

This ITB, the award and the Contract are governed by the Ohio law. If any provisions of the Contract or the application of any such provision is held by a court of competent jurisdiction to be contrary to law, the remaining provisions of the Contract will remain in full force and effect, to the extent that such does not create an absurdity.

19. HARDWARE REQUIREMENTS

ALL HARDWARE PROPOSED MUST BE NEW, NOT RECONDITIONED OR REFURBISHED. All hardware must be at the latest engineering change level offered by the original manufacturer. All hardware technology proposed must be available at the time of the award of the Contract.

20. HEADINGS

The headings used in this Invitation to Bid ("ITB") are for convenience only and will not affect the interpretation of any of the terms and conditions thereof.

21. INFRINGEMENT INDEMNITY

The Bidder will indemnify the State for any damages if a suit is brought against the State, including but not limited to its public officials, employees, and departments, based on a claim that anything furnished hereunder infringes a United States patent or copyright or constitutes misuse or misappropriation of a trade secret, provided Bidder is given written notice within thirty (30) days of such suit and is given the information required for the defense of same if applicable. Bidder will indemnify the State for any out-of-pocket costs and any judgment incurred by the State or the State's Office of the Attorney General provided Bidder has a full opportunity to participate as co-defendant.

If any item furnished hereunder is likely to or does become subject to a claim of infringement of a United States patent or copyright or constitutes misuse or misappropriation of a trade secret, at its own expense, the Bidder will do one of the following:

- a. Obtain the right for the State's continued use of the item;
- b. Modify or furnish a substitute for the item;
- c. Take back the item, subject to the State's concurrence, and issue a refund to the State for the depreciated value of the item.

- i) Bidder must provide approximately 250 card printers for over-the-counter issuance of color driver licenses and identifications cards.
- ii) Bidder must provide the required equipment at all license issuance locations for placing a one dimensional bar code on front of the license, encoding the magnetic stripe data on back of the license, printing text, and the portrait image on the front of the license, and printing a two-dimensional bar code and text on the back of the license.
- iii) Bidder must furnish and maintain a minimum 30-calendar day inventory of all imaging materials and supplies delivered to locations for issuance of color drivers license and identification cards. Mailing and shipping costs must not be charged separately and should be incorporated in the bid price.
- iv) Bidder must provide maintenance on all Hardware provided.
- v) Bidder must warrant that the driver's license and identification cards will meet the requirements described in the ITB.
- vi) Bidder must bid a card printer that will provide a one-step operation for printing, laminating or coating the license, die cutting, and encoding the magnetic stripe.
- vii) Bidder must provide training to approximately 37 field and help desk staff at the Ohio Department of Public Safety, Bureau of Motor Vehicles, 1970 West Broad Street, Columbus, Ohio 43223. Bidder must also provide on site technical supervision for training purposes on the day of installation for at least two hours.
- viii) Bidder must provide technical support for the Hardware installed. Within 30 days of Contract award, bidder must provide a technical representative on site for 30 days to assist BMV personnel and to respond to technical questions and resolve problems with the Hardware.

****1.3 CALENDAR OF EVENTS**

ITB Issued:	February 9, 2004
Inquiry Period Begins:	February 9, 2004
Bidders Conference:	February 17, 2004
Inquiry Period Ends:	February 27 March 19, 2004
ITB Response Due Date (the "opening date"):	Tuesday March 4 March 30, 2004 @ 11:00 a.m.
Demonstration (Estimated Date)	March 11 April 7, 2004

****Installation start for all system installs (except one system for demonstration) to begin no earlier than November 1st, 2004. Bidder Work plans will provide for completion of installations no later than February 1, 2005.**

1.4 INTERNET INQUIRIES

Bidders may make inquiries regarding this ITB any time during the inquiry period listed in the Calendar of Events. To make an inquiry, bidders must use the following process:

- Access the State Procurement Web site at <http://www.ohio.gov/procure>;
- From the Navigation Bar on the left, select "Find It Fast";
- Select "Doc/Bid/Schedule #" as the Type;
- Enter the ITB Number found on Page 1 of the document (ITB Numbers begin with "ACQ" followed by five numbers);
- Click the "Find It Fast" button;
- On the document information page, click the "Submit Inquiry" button;
- On the document inquiry page, complete the required "Personal Information" section by providing:
 - First and last name of the prospective bidder's representative who is responsible for the inquiry,
 - Name of the prospective bidder,

2.2.6 Terms of Compensation

Hardware

The price of the Hardware will be paid upon Acceptance of all Hardware installed at the Installation Sites. Upon Acceptance of the Hardware, the BMV Project Manager or designee will transmit to the bidder a signed acceptance letter (Attachment III). Upon receipt of the acceptance letter, the bidder may submit an invoice for the total price of the Hardware installed throughout the Installation Sites.

Per Completed DL/ID Cards

The BMV will submit a report to the bidder on or before the end of each month stating the number of DL/ID cards actually issued during the previous month. The bidder may then submit an invoice in the amount of the price per completed DL/ID card multiplied by the number of completed DL/ID cards actually issued for that month to the BMV. The price per completed DL/ID card must include at a minimum all necessary imaging materials, supplies and maintenance costs (see Table 3 of the Cost Summary). All payments will be made in arrears on a monthly basis upon receipt of a proper invoice from the bidder including completed DL/ID cards issued with the bidder's Hardware during any pilot test or training the State decides to conduct and the phase-in period of Hardware installation.

The bidder will be held responsible for the cost of all imaging materials and supplies whether from proper use, improper use, waste or defect and will only be compensated for completed DL/ID cards.

The bidder must furnish and deliver at its own expense to the Installation Sites all necessary imaging material and supplies to provide a minimum 30-calendar day operational supply at each location. When the ODPS Purchasing Section requests imaging material or supplies using the toll-free phone number, the required imaging materials or supplies must be delivered within 10 days of notification.

**2.2.7 Submission of Invoices

In addition to the provisions set forth in paragraph 35 36 on page 13, the following will apply: The bidder must submit invoices in quadruplicate (one (1) original and three (3) copies) to the "Bill to" address on the purchase order. Bidder must indicate the Federal Tax Identification Number on all statements and invoices.

If an invoice contains a defect or impropriety and/or it is not a proper invoice as defined in this section, a written notification and the improper invoice will be sent to the business concern at the address designated for receipt of Purchase Orders within fifteen (15) calendar days after receipt of the improper invoice. The notice will contain a description of the defect or impropriety and any additional information necessary to correct the defect or impropriety. If such notification has been sent, the required payment date will be thirty (30) days after the receipt of a proper invoice.

2.2.8 Selected Bidder Responsibilities

The bidder selected for Contract award will be required to assume responsibility for all Hardware and services in this bid whether or not the bidder produces them. Further, the State will consider the selected bidder to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the Contract.

2.3 **HARDWARE REQUIREMENTS**

In addition to the provisions set forth in paragraph 19 on page 10, the following requirements will apply.

2.3.1 General Card Printer Requirements

The card printer must be commercially available. Additionally, the card printer must:

- include software drivers to operate under Microsoft Windows 2000;
- print different format for drivers licenses and identification cards;
- print text, portrait image, and single dimension bar code on the face of the card;
- apply a security overlay on the face of the card after printing;
- print text and two-dimensional bar code on the back of the card;

2.7.1 Toll-free Telephone Support

Two toll-free telephone numbers must be provided for contacting the bidder. One number must be provided concerning services (Pre-Warranty, Warranty, maintenance and technical support) required and another number is required for requesting imaging materials or supplies. Both numbers must be available, Monday through Saturday, 7:00 a.m. to 9:00 p.m. Eastern Standard Time for the duration of this Contract. Telephone calls for services will be placed by authorized BMV personnel. Telephone calls for imaging materials and supplies will be placed by authorized Deputy Registrar staff. A technical support person must return the call within one hour of the phone call from authorized BMV or DRS personnel, (the "1-Hour Response Time").

**2.7.2 Initial Technical Support

The bidder must provide a skilled technical representative to provide onsite assistance to BMV personnel with technical questions and problems during the first 30 days of initial implementation of Hardware installations, which will commence ~~within 30 days of Contract award~~ **no earlier than November 1, 2004**. The bidder representative will be required to work at the central site, BMV, 1970 West Broad Street, Columbus, Ohio 43223 under the direction and supervision of the DRS Help Desk Supervisor. The bidder representative will be required to work Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern Standard Time.

2.8 STANDARDS OF PERFORMANCE AND ACCEPTANCE

Hardware Acceptance is dependent upon a thirty (30) day successful standard of performance (Performance Period) as defined herein. The bidder will install the Hardware. This section also applies to replacement or substitute Hardware and Hardware, which is field modified after the Hardware has completed its successful Performance Period.

- a. The Performance Period will begin after the bidder has provided all installation completion letters (Attachment IV) signed by both the bidder and an authorized representative of BMV. The Performance Period will end when the Hardware has met the standard of performance for a period of thirty (30) consecutive days by operating in conformance with the bidder's technical specifications (as set forth in the bidder's operations manual for Hardware ordered or as quoted in any ITB response) and in conformance with this ITB at an effectiveness level of 95% or more for 99% of the Installation Sites. Upon Hardware Acceptance, all Installation Sites must maintain an effectiveness level of 95% or more for the duration of the Contract.
- b. In the event the Hardware does not meet the standard of performance during the initial thirty (30) days, documentation detailing Hardware problems will be given to the bidder in a timely manner in the form of BMV designed error logs. Until the bidder has demonstrably corrected all outstanding error logs, the Performance Period will not be restarted and the Hardware will not be accepted. The standard of performance test will continue on a day-by-day basis until the standard of performance is met for a total of thirty (30) consecutive days.
- c. If the Hardware fails to meet the standard of performance after ninety (90) calendar days from the start of the Performance Period, the bidder will be in default. The bidder will not have ten working days to remedy such a default notwithstanding paragraph 11 on page 9. Such a default will only be remedied when the State agrees that a successful Performance Period has been completed. In addition to all the other rights and remedies conferred to the State under the Contract, the State reserves the right to request replacement Hardware or terminate the order.
- d. The effectiveness level for Hardware is computed by dividing the sum of the uptime by the number of working hours. The number of working hours is defined as the total number of hours for the period during which the Hardware was scheduled to be available to the user (7:00 a.m. to 9:00 p.m. Monday through Saturday, excluding State holidays).
- e. Hardware downtime is that period of time when any Hardware is inoperable due to failure.
- f. During a period of downtime, the State may use operable Hardware when such action does not interfere with repair of the inoperable Hardware.

mileage to Installation Sites in assessing whether or not the bidder can meet the response time requirements.

The bidder must specify in its plan the number of hours of preventive maintenance required for each piece of Hardware per month, which must be consistent with the bidder's established standards for preventive maintenance. The bidder must also specify the frequency and duration of the preventive maintenance required for the Hardware. The mean time between failures for the printers must also be listed.

****2.9.13 Workplan**

The workplan must be supported by a Gantt chart that includes a schedule that addresses all activities required to accomplish the requirements of this ITB. The chart must show planned start and end dates for all activities. The workplan must clearly show an activity in which the successful bidder installs one unit of the Hardware within 15 days of Contract award at the central site, BMV 1970 West Broad Street, Columbus, Ohio 43223. BMV will pilot test the Hardware at the central site. Once testing is complete, BMV will transmit a pilot completion letter (Attachment V) that will provide written approval to the bidder to begin Hardware installations. The remaining Hardware installations must begin ~~within 30 days of Contract award~~ **no earlier than November 1, 2004**. All Hardware must be installed no later than ~~June 30th, 2004~~ **February 1, 2005**.

The workplan must also address the installation sequence requirements of section 3.4.

Also, in the workplan, the bidder must identify any constraints it foresees with meeting the ITB requirements, specifically the delivery and installation schedule described in this ITB.

2.9.14 Physical Security of DL/ID Card

Bidder must submit in the bid response detailed information on characteristics, materials and features of the DL/ID card for protection against counterfeiting, alteration of data, duplication of entire card, substitution of applicant portrait, etc. License material and design must prevent its reproduction or alteration without ready detection.

Other security images or features for improvement of DL/ID card security must also be included in the bid response.

2.9.15 Samples

Bidder must submit in the bid response one package of samples that includes 20 electronically imaged, actual size, color driver licenses and 20 color identification cards. Written and typed information, as applicable, should be on the samples to show the quality and legibility of the retrieved document information. The driver license samples must include different portraits, color backdrops and a range of colors to show license enhancements. Identify samples with the bidder's name.

2.9.16 Expendable Supplies

Bidder must submit in the bid response a list of all expendable supplies. This would include items such as printer ribbons or toner cartridges, laminate or coating, material for the DL/ID cards, etc. A single sample of each supply item must be included with the bid. It is not required that the bidder provide a set of samples with each of copy of their bid.

Bidder must describe any security accounting measures it proposes for imaging materials, supplies, and Hardware under its control and during delivery and shipping.

2.9.17 Training and Technical Support Plans

This section must contain a detailed plan for meeting the training requirements described in Section 2.5 of the ITB. This section must contain detailed information regarding the training sessions that occur prior to hardware installation. A detailed description of the topics to be covered in the training session must be provided. Additionally, the bidder must address their plan for providing a skilled technical representative for

two hours immediately after Hardware installation at each Installation Site to provide additional training on Hardware operation to BMV personnel.

This section must contain a detailed plan for meeting the technical support requirements described in Section 2.7 of the ITB. The bidder must provide a detailed discussion of their ability to provide the toll-free telephone support required by Section 2.7.1 of the ITB. Additionally, The bidder must address their plan for providing a skilled technical representative to provide onsite assistance to BMV personnel with technical questions and problems during the first 30 days of initial implementation of Hardware installation, which commence ~~within 30 days of Contract award~~ **no earlier than November 1, 2004. The onsite assistance requirements are described in Section 2.7.2 of the ITB.

2.9.18 Proof of Insurance

This section must contain sufficient evidence that the bidder is currently covered by Employee's Liability and/or bidder's Insurance in an amount equal to or greater than one million dollars (\$1,000,000.00) (i.e. a **copy of a current certificate**).

2.9.19 Proof of Workers' Compensation

This section must contain sufficient evidence that the bidder is currently covered by Workers' Compensation Insurance (i.e. a **copy of a current certificate**).

2.9.20 Buy Ohio Certification

The bidder must complete the Buy Ohio Certification (page 2 of this ITB) in its entirety.

2.9.21 Cost Summary

This section must contain a completed cost summary (Attachment I). Bidder must complete the cost tables as provided in this ITB.

Bidder may copy as many forms as needed for completion of the cost summary.

The State intends to acquire approximately 250 units of Hardware for over-the-counter issuance of color DL/ID cards. This ITB provides only an estimate of the State's requirements. No guarantee is made of any specific amount to be purchased.

The annual issuance will range from nearly 2.9 million to 3.1 million with a potential for the State to realize some small growth in the number of transactions. Bidders must list the bid price per completed DL/ID card (up to three decimal points) for the life of the three-year Contract. If the State elects to renew the Contract, for each optional year the bidder may request an adjustment to the price per completed DL/ID card according to the Escalation of Price per Completed DL/ID Card provision in the ITB. The price per completed DL/ID card consists of the components listed in Table 3 of Attachment I. The price per completed DL/ID card **MUST NOT INCLUDE THE EXTENDED PURCHASE PRICE OF HARDWARE.**

Bidders must provide the required information to determine the Grand Total of their bid response. **THE GRAND TOTAL WILL BE THE BASIS FOR THE ITB EVALUATION.**

2.10 REJECTION OF ITB RESPONSES

In addition to the provisions set forth in paragraph 31 on page 12, the State will have the right to disqualify a bidder's ITB Response for the following reasons:

- FAILURE TO SUBMIT A COST FOR EACH AND EVERY ITEM REQUIRED.
- FAILURE TO HAND-SIGN ALL COPIES OF THE ITB RESPONSE.
- FAILURE TO SHOW THE ITB NUMBER AND BIDDER NAME ON ENVELOPE.

complete, BMV will transmit a pilot completion letter (Attachment V) that will provide written approval to the bidder to begin Hardware installations. The remaining Hardware installations must begin ~~within 30 days of Contract award~~ **no earlier than November 1, 2004**. All Hardware must be installed no later than ~~June 30th, 2004~~ **February 1, 2005**.

3.5 ASSET MANAGEMENT

The bidder will place State provided inventory labels on each item delivered and installed; record the inventory number, make, model, serial number, and location of installation; provide an electronic file to the State for addition to the asset management database. Electronic file format and location to affix the label on each item will be discussed with the bidder after award. Inventory labels are 2 inch by 1 inch preprinted self-adhesive labels generated by the Asset Management Section. Labels will be provided to the bidder after award.

To allow for tracking of items removed from a site and / or replaced by a new unit: Vendor will maintain a serial number inventory by location of all equipment provided via this ITB. An electronic listing of this information will be provided on demand, or based on a mutually agreeable schedule, to ODPS for records update. Required information: Asset Number, Serial Number, Location, Manufacturer, and Model Designation.

Vendor will be responsible to notify ODPS Asset Management any time an item is removed from a site, or any time an item is introduced to a site. Required information: Asset Number, Serial Number, Manufacturer, Model Designation, and Losing Location and / or Gaining Location.

The state requires this information to maintain accurate asset management records. Comments as to whether the item will be replaced and returned to inventory or will be disposed of are required to ensure the Asset Management Office can properly track equipment. Notification will be made to this office via FAX at (614) 466-5181 or by U.S. Mail to an address to be provided after award.

3.6 RETURN OF OLD PRINTERS BEING REPLACED BY THIS ACQUISITION

The Bidder will be responsible for returning the printers replaced by their product to ODPS. ODPS will be responsible for returning the replaced printers to State Salvage. The Bidder will be responsible to return the replaced printers to ODPS at the following ship to/delivery address:

Drivers License Printer Return
1583 Alum Creek Drive
Columbus Ohio, 43209-2713

Attn: ACF Receiving [Joe Senft/Bill Wertz]

- a. All shipping and insurance costs from the installation site to the ship to/delivery address above will be borne by the Bidder.
- b. Bidder will be liable for any damages to the systems being shipped/delivered, unless caused by the fault or negligence of the State, which occur during the return process.
- c. The Bidder will make every effort to ship/deliver the replaced printers to ODPS within 15 days of the completion of the installation of the new printers at the installation site.
- d. The Bidder will be responsible for generating a list of the serial numbers for all items turned in to ODPS from a given installation site.
- e. Coordination of the replaced printers shipping will be conducted by the bidder through the ODPS Asset Management Section at 1970 West Broad Street; Telephone (614) 752-7883 [primary], (614) 752-7826 [secondary], FAX: (614) 466-5181. Contacts: Randy Hawk [primary], Craig Batzer [secondary]

		63. Surface Abrasion of Magnetic Stripe , ANSI CDTF Doc 98-026, Method 5.11	<u>Doc/section/pg#</u>
		64. Lateral Dye Diffusion on D₂T₂ Printed Licenses , ANSI CDTF Doc 98-026, Method 5.13	<u>Doc/section/pg#</u>
		65. Plasticizer Induced Dye Diffusion on D₂T₂ Printed Licenses , ANSI CDTF Doc 98-026, Method 5.14	<u>Doc/section/pg#</u>
		66. Card Structure Integrity – Severe Service Condition , ANSI CDTF Doc 98-026, Method 5.8	<u>Doc/section/pg#</u>
		67. Ultra Violet Light Exposure Stability , ANSI CDTF Doc 98-026, Method 5.15	<u>Doc/section/pg#</u>
		68. Daylight Image Stability , ANSI CDTF Doc 98-026, Method 5.16	<u>Doc/section/pg#</u>
_____	_____	69. All hardware and software actually being bid is Y2K compliant.	<u>Doc/section/pg#</u>
		70. Deliberate Errors/known flaws - A feature is purposely made with an intentional mistake known only to the manufacturer or inspection officials.	<u>Doc/section/pg#</u>
YES	NO		Reference
		71. Duplex Patterns - A design made up of an interlocking pattern of small irregular shapes, printed in two colors and requiring very close register printing in order to preserve the integrity of the image.	<u>Doc/section/pg#</u>
		72. Fine line background (Guilloche pattern) - A pattern of continuously fine lines constructed by using two or more lines in overlapping bands that repeat a lacy, web-like curve.	<u>Doc/section/pg#</u>
		73. Fine line foreground - A pattern of continuously fine lines constructed by using two or more lines overlapping bands that repeat a lacy, web-like curve.	<u>Doc/section/pg#</u>
		74. Front to back (see through) register - A design printed on both sides of a card that forms an interlocking image when held to a light source.	<u>Doc/section/pg#</u>
		75. Ghost Image - Half tone reproduction of the original image that is typically printed in the same area as, and behind, personal data	<u>Doc/section/pg#</u>
		76. Layered printing (on lamination) - Printing separate elements of the secure design on different layers of the laminated card body materials so that no single layer contains all of the security features and the entire products is only apparent after lamination.	<u>Doc/section/pg#</u>
		77. Micro optical imaging - Text, line art, gray scale images and multi-reflectivity images are engineered into optical WORM media at high resolution (over 12,000 dpi). Difficult to simulate the printing resolution.	<u>Doc/section/pg#</u>
		78. Micro-printing / nano-printing - Miniature lettering which is discernible under magnification. Incorporated into fine line backgrounds or placed to appear as bold lines. Continues to decrease in size as technology improves. Difficult to duplicate.	<u>Doc/section/pg#</u>
		79. Moiré pattern (anti-scan/VOID pattern) - A new pattern formed by the super positioning of two patterns who periodicities are not identical. Security designs can be developed so that a scanner or copier will only display part of the pattern and/or word VOID or COPY appears instead of the pattern.	<u>Doc/section/pg#</u>
		80. Non-standard type fonts - Special type that is not available on the commercial market and is reserved for security card use only.	<u>Doc/section/pg#</u>

		81. Rainbow printing - A subtle shift of color across a document. Accurately designed patterns cannot be easily copied. It is often used with a fine line or medallion pattern in the background of a card.	<u>Doc/section/pg#</u>
		82. Security code High-resolution color printing systems print a security code within the body of the color printed photo image. The code can be printed in a non-proportional font that can imbed characters on the edge or bottom of the printed picture.	<u>Doc/section/pg#</u>
		Inks	
		83. Chemically Reactive - Contains a security agent that is sensitive to chemicals, i.e., polar and non-polar solvents and bleach, commonly used to alter documents. The chemical reaction is for the ink to run, stain, and bleed to show evidence of document tampering.	<u>Doc/section/pg#</u>
		84. Infrared fluorescent - Forms a visible image when illuminated with light in the infrared / red visible part of the spectrum.	<u>Doc/section/pg#</u>
		85. Infrared dropout - Forms a visible image when illuminated with light in the visible part of the spectrum, but cannot be detected in the infrared region.	<u>Doc/section/pg#</u>
		86. Metallic, pearlescent, and iridescent - Inks that fluctuate in brilliance depending on the angle of illumination of the viewing. Difficult to mimic the luster and hard to copy or scan.	<u>Doc/section/pg#</u>
		87. Metameric - The use of a pair of ink colors that differ in spectral composition but match one another under certain lighting conditions. Under incandescent light that may appear the same, but under colored light they appear as different colors.	<u>Doc/section/pg#</u>
YES	NO		Reference
		88. Optically variable (color shifting) - This overt security ink can be printed as a semi-transparent or opaque color shifting security feature. Advanced multi-layer light interference structures create noticeable, reflecting color shifts, i.e., gold to green, green to blue, etc	<u>Doc/section/pg#</u>
		89. Phosphorescent - Contains a pigment that glows when exposed to a light source of appropriate wavelength. The reactive glow decays after the light source is removed.	<u>Doc/section/pg#</u>
		90. Tagged - Contains taggants or compounds that are not naturally occurring and that can be detected using special equipment that reacts to electromagnetic energy identifying the grouping or type.	<u>Doc/section/pg#</u>
		91. Thermochromatic - Ink that exhibits a sharp, reversible color change when exposed to heat, i.e., finger rubbing or hot air.	<u>Doc/section/pg#</u>
		92. Ultraviolet fluorescence - Invisible inks that emit visible color under exposure to ultraviolet light. Colors can be formulated that are not commercially available, making resistance to counterfeiting higher.	<u>Doc/section/pg#</u>
		Substrate Inclusion	
		93. Core inclusion - The manufacture of card stock with different layers. A colored core material may be placed inside to create a colored edge along the card.	<u>Doc/section/pg#</u>
		94. Embedded thread, fiber or planchette - Small, often fluorescent particles or platelets incorporated into a card material at the time of manufacture that can be seen later under certain lighting conditions. The embedded elements may have magnetic or other machine-readable properties that may be used to enhance the levels of security provided.	<u>Doc/section/pg#</u>
		95. Opacity mark - Similar to a watermark, it is a plastic that contains a unique translucent mark.	<u>Doc/section/pg#</u>

		96. Security bonding - The card periphery incorporates a security bonding material that bonds all of the layers together. Tamper evidence is seen if access is attempted to obtain the internal structures of the card.	<u>Doc/section/pg#</u>
		97. Ultraviolet features - Card bodies are made UV dull or possess a controlled response to UV light so they exhibit fluorescence that can be distinguished in color from the "blue" used in commonly available fluorescent materials.	<u>Doc/section/pg#</u>
		Optically Variable Devices	
		98. De-Metalized OVD - A combination of metal and transparency on the same foil or laminate. High resolution OVD has selective de-metallization, either transparent or opaque, as defined above.	<u>Doc/section/pg#</u>
		99. Non-transparent OVD - Printed opaque, OVD's advanced multilayer light interference structures create noticeable, reflecting color shifts, i.e., gold to green, green to blue, etc. similar to what is seen on many global identification documents including driver licenses, banknotes, passports, and visas. The color shifting and authentication effect cannot be replicated or digitally recreated. Tightly controlled and only available for the most secure document applications.	<u>Doc/section/pg#</u>
		100. Personalized OVD - OVD that is personalized for each card based upon biographical data, portrait, or signature of the cardholder.	<u>Doc/section/pg#</u>
YES	NO		Reference
		101. Transparent OVD - Printed on transparent lamination overlay material, advanced multilayer light interference structures create noticeable, reflecting color shifts, i.e., gold to green, green to blue, etc. When incorporated into a driver license design, feature will not interfere with photo or data information. Transparent OVD color shifting and authentication effect cannot be replicated or digitally recreated. Tightly controlled and only available for the most secure document applications, i.e., driver licenses, passports, visas, etc. The OVDs are digitally mastered and created using computer-guided lasers or electron beams.	<u>Doc/section/pg#</u>
		Additional Features	
		102. Biometric feature (template) - A biometric template of the customer's physical characteristics.	<u>Doc/section/pg#</u>
		103. Covert variable pixel manipulation - Covert dot matrix images that are converted to visible text with a special reader or lens.	<u>Doc/section/pg#</u>
		104. Digital Seal - A method of securing and validating data by electronic means using digital signature technology. The issuing authority "signs" the information contained in the (Machine Readable Technology) MRT.	<u>Doc/section/pg#</u>
		105. Embedded Image (e.g., digital watermark) - An image or information that is embedded or encoded within a primary visual image.	<u>Doc/section/pg#</u>
		106. Laminates (security) - Transparent layers or films with an integrated security feature(s) are applied to the card with an adhesive or fused by heat. Available in a number of forms, security laminates are designed to be tamper evident and carry other security features to the card.	<u>Doc/section/pg#</u>
		107. Laser encoded optical image - Image and text files are placed to an optical WORM media as a visible diffraction pattern image that is eye-readable under a variety of lighting conditions.	<u>Doc/section/pg#</u>
		108. Laser engraving - The information cannot be mechanically or	

		chemically removed without surface damage to the card. Can be used for photos, characters, bar codes, OCR, etc.	Doc/section/pg#
		409. Laser perforation - Holes are made with the laser beam of images or objects. The image is visible when held up to a light source. It has a tactile feel with conical holes that are larger at the entrance than exit.	Doc/section/pg#
		110. Machine-readable technology (MRT) - Magnetic stripe, smart card, bar codes, OCR, optical WORM media, etc. Verifies the authenticity of the document, the data, or the person presenting the card by the use of a reader and comparison of the stored data to other information.	Doc/section/pg#
		111. Magnetic media fingerprinting - Tracks unique, random patterns of magnetic media formed as a by-product manufacture of card. The pattern is recorded at the time the card is encoded and this pattern can later be compared to the pattern detected when the card is scanned.	Doc/section/pg#
		112. Optical media fingerprinting - Tracks unique, random patterns of optic media (e.g., fibers) on card. The pattern is recorded at the time the card is encoded and this pattern can later be compared to the pattern detected when the card is scanned.	Doc/section/pg#
		113. Optical watermark - Fine line images that are engineered into optical WORM media with a very high resolution (12,000 dpi). The watermark is overwritten with a laser-encoded optical image, locking together a preformatted document security feature with a laser-encoded personalization security feature.	Doc/section/pg#
YES	NO		Reference
		114. Overlay - An ultra-thin film or protective coating that may be applied to the surfaced of a card in place of a security laminate and which may contain optically variable features.	Doc/section/pg#
		115. Overlapping data - Variable data, such as digitized signature, seals, or text can be placed over another field such as a photo image. Both fields must be altered if a substitution is to take place making it more difficult.	Doc/section/pg#
		116. Redundant data - Display of data in more than one location on the card. A visual inspection may determine if all of the fields match. Usually, the data is displayed in a variety of colors and forts to further deter alteration.	Doc/section/pg#
		117. Retroreflective device - Optical constructions that reflect light such that covert logos become visible over the entire document when viewed using a focused light source or retroreflective viewer.	Doc/section/pg#
		118. Security threads - Metal or plastic, these threads are seen on currency. With special metallized film, demetallized text is invisible in reflected light and therefore is difficult to copy. When viewed in transmitted light, the opaque aluminum letters are clearly visible.	Doc/section/pg#
		119. Thin film interference filters - Multiple layer structures that produced color effects by interference.	Doc/section/pg#
		120. Tactile feature - A feature which is apparent to touch or feel without requiring a special instrument. This could include texture, flexibility, or weight of the document and/or a feature incorporated in the card structure or card components.	Doc/section/pg#
		Two-Dimensional Barcode	
		121. The PDF417 symbology (see ISO/IEC 15438 <i>Automatic Identification and Data Capture Techniques - International Two-dimensional</i>	