

STATE OF LOUISIANA
Department of Transportation and Development

REQUEST FOR PROPOSALS
FOR

RFP SOLICITATION NO: 3000002000

Transportation Permit System

AUGUST 5, 2013

PROPOSAL SUBMISSION DEADLINE:
THURSDAY, SEPTEMBER 19, 2013 BY 3:00 P.M. CST

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1 GENERAL INFORMATION

1.1 Purpose

This Request for Proposals (RFP) is issued by the Louisiana Department of Transportation and Development (herein referred to as the State) for the purpose of implementing a Transportation Permit System. The state seeks a permit system that will be implemented in two phases:

Phase I: Permit system deployment which will allow motor carriers to apply for and receive permits necessary for specialized travel within Louisiana. The permit system shall use envelope routes, where available to route vehicles, shall calculate fees and allow for the issuance of permits. Phase I shall also include reporting and financial functions and interfaces with the credit card processing system, and the state CVIEW. Restriction management as applicable to envelope routing shall also be included.

Phase II: GIS based routing, bridge analysis, and mapping with restriction management as applicable to GIS based routing.

Phase I will be implemented on selection and contract execution. Phase II may be executed at the option of the state.

One Prime-Contractor (Contractor) will be selected for this contract. The Contractor shall not subcontract the specified services without prior written approval.

1.2 Background

The Transportation Permits Section of DOTD issues permits for specialized commercial transport across 16,666 miles of Louisiana maintained highways and the Interstate system and approximately 8102 state maintained bridges. In excess of 280,000 transportation permits are issued annually covering 28 different permit types. Many of these permits require that the commercial vehicle be limited to designated routes due to weight and size restrictions. Loads over a specified threshold must be analyzed by the DOTD Bridge Rating Section to assure safe passage and reduce wear and tear on state bridges.

Information on Louisiana's regulations may be found in *Louisiana Regulations for Trucks, Vehicles and Loads* at <https://perba.dotd.louisiana.gov/welcome.nsf/RegBook2012>.

1.2.1 Additional Information

1. The State participates in national CVISN program
2. The State participates in Western Regional Permit Program
3. The State participates in the Southern Regional Permit Program

1.2.2 Permit System Users

Primary users of the permit system include the following:

1. **State Agency:** DOTD Transportation Permits

Permit specialists will use the system to:

1. Review permit applications submitted on the web for which agent intervention is required.
2. Enter payment information on checks received.
3. Update restriction information
4. Divide incoming permit load among available agents
5. Enter data from walk-in, faxed and call-in permit applications
6. Receive automated reports and generate ad-hoc reports for accounting, permit and agent management, roadway usage, system usage, and route usage.
7. Verify applicant meets permit requirements, including Carrier and Vehicle OOS status, and vehicle registration currency and registered weight.
8. Transfer data to other systems for financial reporting
9. System configuration and user id/ group permissions management
10. Provide information to the Bridge Rating department for their analysis/review.

2. **State Agency: DOTD Bridge Rating**

Bridge Analysts will use this system to:

1. Receive notification of permit applications requiring bridge analysis
2. Review permit applications requiring bridge analysis and accept or reject proposed route
3. Generate and receive reports on permit applications, permits, and automated bridge analysis results.
4. Provide information on temporary restrictions into the system
5. Provide bridge characteristics / limits to GIS routing module

3. DOTD Financial Services

1. Receive revenue reports from Transportation Permitting.
2. View transaction details for resolution of duplicate credit card charges, non-sufficient funds, etc. resolution.

4. Motor Carrier and Service Bureau Customers

Motor carrier and Service Bureau customers will use the system to establish accounts, manage company user IDs, apply for and receive permits, find suggested and alternative routes based on mileage, loads and current restrictions, and receive reports on past, current, and pending permits. Customers may also use the system to purchase prepaid permit booklets.

1.3 Scope of Services

Attachment I details the scope of services and deliverables or desired results that the State requires of the selected Contractor.

2 ADMINISTRATIVE INFORMATION

2.1 *Term of Contract*

The period of any contract resulting from this RFP is tentatively scheduled to begin on or about **October 1, 2013** and end on **September 30, 2016**. The DOTD has the right to contract for up to thirty-six (36) months upon appropriate approvals.

The State reserves the right to cancel Contract for causes detailed in Attachment III, Sample Contract.

2.2 *Pre-proposal Conference*

NOT APPLICABLE FOR THIS SOLICITATION.

2.3 *Proposer Inquiries*

Written questions regarding RFP requirements or Scope of Services must be submitted by **Fax to 225-379-1857 or Email contractservices@la.gov** addressed to the RFP Coordinator as listed below.

Mr. Alan Dale
Consultant Contract Services Administrator
1201 Capitol Access Road, **Room 405-T**
Baton Rouge, LA 70802-4438 or
Post Office Box 94245
Baton Rouge, Louisiana 70804-9245
Telephone: (225) 379-1989
Fax: (225) 379-1859
contractservices@la.gov

The State will consider written inquiries and requests for clarification of the content of this RFP received from potential proposers. Written inquiries must be received by *3:00 p.m.* CST on the date specified in the Schedule of Events. *DOTD's email computer server clock will be considered the official time/date on email inquiries.* The State reserves the right to modify the RFP should a change be identified that is in the best interest of the State.

Only the RFP Coordinator has the authority to officially respond to proposer's questions on behalf of the State. Any communications from any other individuals are not binding to the State.

2.4 *Definitions and Acronyms*

TERM	DEFINITION
Contractor	A firm or individual who is awarded a contract
Proposal	A response to an RFP
Proposer, Offeror	A firm or individual who responds to an RFP
RFP	A request for proposals

GIS	Geographical Information System
ICD	Interface Control Document
Shall, Must, or Will	Denotes mandatory language; a requirement that must be met without alteration
Should, Can, or May	Denotes desirable, non-mandatory requirements
CVIEW	Commercial Vehicle Information Exchange Window. A software system that is a component of each participating state's CVISN program.
DOTD	Department of Transportation and Development
DISCUSSIONS	For the purposes of this RFP, a formal, structured means of conducting written or oral communications with responsible proposers who submit proposals determined in writing to be reasonably susceptible of being selected for award.
VHI	Veteran-Owned and Service-Connected Small Entrepreneurships (Veteran Initiative) and Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) Programs Participation

2.5 Schedule of Events

Event	Date
Advertise RFP and mail public announcements	August 5, 2013
Deadline for receipt of written inquiries	August 16, 2013
Issue responses to written inquiries	September 4, 2013
Deadline for receipt of proposals	Thursday, September 19, 2013
Oral Presentations	September 26, 2013 (on or about)
Announce Award of Contractor Selection	October 1, 2013 (on or about)
Contract Execution	October 15, 2013(on or about)

NOTE: The State of Louisiana reserves the right to amend and/or change this schedule of RFP events, as it deems necessary.

2.5.1 Explanation of Key Events

Advertise RFP and Mail Public Announcements - The State is issuing this RFP on the date indicated in Exhibit 2.1-1 above. This RFP is available in electronic form at <http://webmail.dotd.state.la.us/AgreStat.nsf/WebView?OpenPage> and <http://wwwprd.doa.louisiana.gov/osp/lapac/pubmain.asp> or in printed form by submitting a written request to the RFP Coordinator. It is the Proposer's responsibility to check this web site for any RFP amendments.

Deadline for receipt of written inquiries - Proposers may submit written questions as to the intent or clarity of this RFP as specified in 2.3 Proposer Inquires. Any and all questions directed to the RFP Coordinator shall be deemed to require an official response.

Post responses to written inquiries - Official responses to each of the questions presented by the proposer shall be posted on the DOTD Consultant Contract Services <http://webmail.dotd.state.la.us/agrestat.nsf/WebAddendums?OpenPage> and LaPAC websites <http://wwwprd.doa.louisiana.gov/osp/lapac/pubmain.asp> as an Addendum to the RFP by the deadline shown in the Schedule of Events. The question text will be posted exactly as written by the Proposer submitting the question. Questioner name / company will not be identified. It is the Proposer's responsibility to check the web site to access written responses to written questions.

Oral Presentations/Discussion May be Required - The State shall require all proposers reasonably susceptible of being selected for the award to provide an oral presentation of how it proposes to meet the agency's program objectives. Commitments made by the Proposer at the oral presentation, if any, will be considered binding and may be reflected in the final consensus score.

Proposers who are reasonably susceptible of receiving an award will be notified by email with time, date and location for Oral presentation. Proposers must include their email address in their proposal.

Proposers reasonably susceptible of being selected for the award must be prepared to have the key personnel assigned to this project to complete a one hour **product demonstration** in person at DOTD, or via webex demonstration. If the proposer wishes to demonstrate the product via webex, the proposer will be held responsible to schedule the webex conference or other method of an online demonstration and provide the meeting details and access information, to the RFP Coordinator.

This presentation will be followed by a thirty-minute question and answer period. Proposers may not offer additional products or alter their response to the RFP at this time. The purpose of this presentation is to give proposers an opportunity to explain product features and demonstrate functionality of services and content described in the proposer's written response to the RFP. Proposer's failing to complete a scheduled oral presentation may suffer rejection of their proposal.

3 PROPOSAL INFORMATION

3.1 Minimum Qualifications of Proposer

Proposers must meet the following minimum qualifications:

1. The Proposer should ensure that their proposals contain sufficient information for the State to make its determination by presenting acceptable evidence of the information contained in this RFP to perform the services called for by the contract.
2. The Proposer shall ensure that all information required herein is submitted with the proposal. Provision of inaccurate information or failure to provide all information required may be sufficient cause for rejection of the proposal or rescission of an award.
3. The Proposer shall have at least one production permit system operating in a U.S. state. This system must include vehicle routing based on Geographical Information System (GIS) data, and provide a map interface for users performing routing functions.

3.2 Determination of Responsibility

Determination of the proposer's responsibility relating to this RFP shall be made according to the standards set forth in LAC 34: 136. The State must find that the selected proposer:

Has adequate financial resources for performance, or has the ability to obtain such resources as required during performance;

Has the necessary experience, organization, technical qualifications, skills, and facilities, or has the ability to obtain them;

Is able to comply with the proposed or required time of delivery or performance schedule;

Has a satisfactory record of integrity, judgment, and performance; and

Is otherwise qualified and eligible to receive an award under applicable laws and regulations.

Proposers should ensure that their proposals contain sufficient information for the State to make its determination by presenting acceptable evidence of the above to perform the contracted services.

3.2.1 Right to Prohibit Award

In accordance with the provisions of R.S. 39:2192, in awarding contracts after August 15, 2010, any public entity is authorized to reject a proposal or bid from, or not award the contract to, a business in which any individual with an ownership interest of five percent or more, has been convicted of, or has entered a plea of guilty or nolo contendere to any state felony or equivalent federal felony crime committed in the solicitation or execution of a contract or bid awarded under the laws governing public contracts under the provisions of Chapter 10 of Title 38 of the Louisiana Revised Statutes of 1950, professional, personal, consulting, and social services procurement under the provisions of Chapter 16 of Title 39, or the Louisiana Procurement Code under the provisions of Chapter 17 of Title 39.

3.3 RFP Addenda

State reserves the right to change the schedule of events or revise any part of the RFP by issuing an addendum to the RFP at any time.

Addenda, if any, will be posted at DOTD Consultant Contract Services and LaPac websites:
<http://webmail.dotd.louisiana.gov/agrestat.nsf/WebAddendums?OpenPage>

<http://wwwprd.doa.louisiana.gov/osp/lapac/pubmain.asp>. It is the responsibility of the proposer to check the website for addenda to the RFP, if any.

3.4 Waiver of Administrative Informalities

The State reserves the right, at its sole discretion, to waive minor administrative informalities contained in any proposal.

3.5 Proposal Rejection/RFP Cancellation

Issuance of this RFP in no way constitutes a commitment by the State to award a contract. The State reserves the right to accept or reject, in whole or part, all proposals submitted and/or cancel this announcement if it is determined to be in the State's best interest.

3.6 Withdrawal of Proposal

A proposer may withdraw a proposal that has been submitted at any time up to the date and time the proposal is due. To accomplish this, a written request signed by the authorized representative of the proposer must be submitted to the RFP Coordinator.

3.7 Subcontracting Information

The State shall have a single prime contractor as the result of any contract negotiation, and that prime contractor shall be responsible for all deliverables specified in the RFP and proposal. This general requirement notwithstanding, proposers may enter into subcontractor (**which includes Veteran-Owned and Service-Connected Small Entrepreneurships (Veteran Initiative) and Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) Programs Participation**) arrangements, however, should acknowledge in their proposals total responsibility for the entire contract.

If the proposer intends to subcontract for portions of the work, the proposer should identify any subcontractor relationships and include specific designations of the tasks to be performed by the subcontractor. Information required of the proposer under the terms of this RFP is also required for each subcontractor. The prime contractor shall be the single point of contact for all subcontract work.

Unless provided for in the contract with the State, the prime contractor shall not contract with any other party for any of the services herein contracted without the express prior written approval of the State.

3.8 Ownership of Proposal

All materials submitted in response to this request shall become the property of the State. Selection or rejection of a proposal does not affect this right.

3.9 Proprietary Information

Only information which is in the nature of legitimate trade secrets or non-published financial data may be deemed proprietary or confidential. Any material within a proposal identified as such must be clearly marked in the proposal and will be handled in accordance with the Louisiana Public

Records Act, R.S. 44: 1-44 and applicable rules and regulations. Any proposal marked as confidential or proprietary in its entirety may be rejected without further consideration or recourse.

3.10 Cost of Preparing Proposals

The State shall not be liable for any costs incurred by proposers prior to issuance of or entering into a contract. Costs associated with developing the proposal, preparing for oral presentations, and any other expenses incurred by the Proposer in responding to this RFP are entirely the responsibility of the Proposer and shall not be reimbursed in any manner by the State.

3.11 Errors and Omissions in Proposal

The State will not be liable for any errors in proposals. The State reserves the right to make corrections or amendments due to patently obvious errors identified in proposals by State or the Proposer. The State, at its option, has the right to request clarification or additional information from the proposers.

3.12 Contract Award and Execution

The State reserves the right to enter into a contract without further discussion of the proposal submitted based on the initial offers received.

The State reserves the right to contract for all or a partial list of services offered in the proposal.

The RFP and proposal of the selected Proposer shall become part of any contract initiated by the State.

The selected Proposer shall be expected to enter into a contract that is basically the same as the sample contract included in Attachment III. In no event shall a Proposer submit its own standard contract terms and conditions as a response to this RFP. The Proposer should submit with its proposal any exceptions or exact contract deviations that its firm wishes to negotiate. Negotiations may begin with the announcement of the selected Proposer.

If the contract negotiation period exceeds 30 calendar days or if the selected Proposer fails to sign the final contract within 7 business days of delivery, the State may elect to cancel the award and award the contract to the next-highest-ranked Proposer.

3.13 Code of Ethics

Proposers shall be responsible for determining that there will be no conflict or violation of the Ethics Code if their company is awarded the contract. The Louisiana Board of Ethics is the only entity which can officially rule on ethics issues.

4 RESPONSE INSTRUCTIONS

4.1 Response Format and Submission

Firms interested in providing services requested under this RFP must submit a proposal containing the information specified in this section. The proposal must be received in hard copy (printed) version by the RFP Coordinator on or before *3:00 p.m.* Central Daylight Time on the date specified in the Schedule of Events. FAX or e-mail submissions are not acceptable. Proposers mailing their

proposals should allow sufficient mail delivery time to ensure receipt of their proposal by the time specified. The proposal package must be delivered at the proposer's expense to:

Mr. Alan Dale
Consultant Contract Services Administrator
1201 Capitol Access Road, Room 405-T
Baton Rouge, LA 70802-4438 or
Post Office Box 94245
Baton Rouge, Louisiana 70804-9245
Telephone: (225) 379-1989
Fax: (225) 379-1859

For courier delivery, the street address is 1201 Capitol Access Road, Room 405-T, Baton Rouge, LA 70802-4438 and the telephone number is (225) 379-1989. It is solely the responsibility of each Proposer to ensure that their proposal is delivered at the specified place and prior to the deadline for submission. Proposals received after the deadline will not be considered.

The proposal should be identified with **RFP Solicitation No. 3000002000 and Project Name: Transportation Permit System** and shall be submitted **prior to 3:00 p.m. CST on Tuesday, August 27, 2013.**

Proposers are expected to examine all documentation, schedules, and requirements stipulated in this RFP carefully and respond to each requirement in their proposals in the format prescribed. Proposers shall number proposal pages consecutively and address all requirements in the order presented in this RFP. Proposals should be typed and submitted on 8.5 by 11 inch paper and bound securely. Proposals shall include 3 packets as outlined below, including:

- Packet 1 - Technical Proposal
- Packet 2 - Price Proposal
- Packet 3 - Response to Terms and Conditions

All references to *cost* should be restricted to **Packet 2 – Price Proposal**. Price proposals shall be provided in a separate, sealed envelope, labeled with Proposer name and “Price Proposal: Department of Transportation and Development Permit System.”

Any descriptions or discussions of functionality, software or services not actually offered by the vendor in the proposal, as well as discussions of functionality not requested by the state in this RFP but offered by the vendor in the proposal should be restricted to Packet 1, Section 7 Additional Information.

The State requests that **six** of copies of the proposal, consisting of **six** technical proposal copies, **six** price proposal copies, and **six** responses to terms and conditions, be submitted to the RFP Coordinator at the address specified. At least **one** copy of the proposal should contain original signatures of those company officials or agents duly authorized to sign proposals or contracts on behalf of the organization. **A certified copy of a board resolution granting such authority should be submitted if proposer is a corporation.** The copy of the proposal with original signatures will be retained for incorporation in any contract resulting from this RFP. Any proposer failing to submit any of the mandatory information requested in this RFP shall be considered non-responsive.

Name(s) of the Proposer listed must precisely match the name(s) filed with the Louisiana Secretary of State, Commercial Division, Corporations Section, if proposer is a corporation.

The state requests that 1 (one) electronic copy of the proposal, consisting of separate files for the technical proposal, the cost proposal, and the response to terms and conditions be submitted to the RFP Coordinator at the address specified. The electronic copy shall be provided on a compact disk and shall be in Adobe PDF format.

4.2 Cover Letter

A cover letter should be submitted on the Proposer's official business letterhead explaining the intent of the Proposer.

4.3 Certification Statement

The Proposer must sign and submit the Certification Statement shown in Attachment II.

5 RESPONSE INSTRUCTIONS

The proposal shall consist of three packets as described in Section 4.

5.1. Packet 1 – Technical Proposal

Packet 1 – Technical Proposal should include the following:

1. Executive Summary
2. Section 1 Corporate Background and Experience
3. Section 2 Project Staffing
4. Section 3 Approach and Methodology
5. Section 4 Detailed Project Plan
6. Section 5 Itemization of Software and Hardware Requirements
7. Section 6 Geographical Information System Data Requirements
8. Section 7 Additional Information

The individual sections must be prepared according to the following instructions.

5.1.1. Executive Summary

This section should serve to introduce the scope of the proposal. It shall include administrative information including, at a minimum, Proposer contact name and phone number, and the stipulation that the proposal is valid for a time period of at least one year from the date of submission. This section should also include a summary of the Proposer's qualifications and ability to meet the State agency's overall requirements in the timeframes set by the agency. It must include one specific example of how the Proposer meets the qualification listed in Section 3.1, Item 3.

It should include a positive statement of compliance with the contract terms. If the Proposer cannot comply with any of the contract terms, an explanation of each exception should be supplied. The Proposer should address the specific language in Attachment III Sample Contract and submit whatever exceptions or exact contract modifications that their firm may seek. While final wording shall be resolved during contract negotiations, the intent of the provisions shall not be substantially altered.

5.1.2. Section 1 - Corporate Background and Experience

The Proposer shall give a brief description of their company including a brief history, corporate structure and organization, number of years in business, and copies of its latest financial statement, preferably audited. This section shall also contain the following information in the order shown below:

1. A detailed discussion of the Proposer's prior experience in providing permit and routing systems to state governments and the public. Included in this discussion shall be a specific example of a state permit system and GIS based routing system as specified in Section 3.1, Item 3, of this RFP. Contact information for the state project manager must also be provided. Information must include:
 - The client project manager must be clearly identified – with contact name, title, organization name, current address and phone number provided to facilitate reference check;
 - The identification of project subcontractors and their roles;
 - Time period of project;
 - Scope of project;
 - Total contract amount.

2. Proposers should describe their experience in providing similar systems and capabilities to other state governments, industry, and/or the public and provide references from at least 3 (three) previous clients, including names and telephone numbers and all other information as specified in item 1 above.

The results of any reference checks conducted by the State will be provided to the Evaluation Committee and may be used in scoring the written proposal.

In this Section, the Proposer must also describe any relationships with the State of Louisiana that Proposer and /or its subcontractors may have or have had with the State over the last 36 months.

5.1.2.1 Veteran/Hudson Small Entrepreneurship Program Participation

Veteran-Owned and Service-Connected Small Entrepreneurships (Veteran Initiative) and Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) Programs Participation

The State of Louisiana Veteran and Hudson Initiatives are designed to provide additional opportunities for Louisiana-based small entrepreneurships (sometimes referred to as LaVet's and SE's respectively) to participate in contracting and procurement with the state. A certified Veteran-Owned and Service-Connected Disabled Veteran-Owned small entrepreneurship (LaVet) and a Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) small entrepreneurship are businesses that have been certified by the Louisiana Department of Economic Development. All eligible vendors are encouraged to become certified. Qualification requirements and online certification are available at https://smallbiz.louisianaforward.com/index_2.asp.

Ten percent (10%) of the total evaluation points on this RFP are reserved for proposers who are themselves a certified Veteran or Hudson Initiative small entrepreneurship or who will engage the participation of one or more certified Veteran or Hudson Initiatives small entrepreneurships as subcontractors.

Reserved points shall be added to the applicable proposers' evaluation score as follows:

Proposer Status and Reserved Points

- Proposer is a certified small entrepreneurship: Full amount of the reserved points
- Proposer is not a certified small entrepreneurship but has engaged one or more certified small entrepreneurships to participate as subcontractors or distributors. Points will be allocated based on the following criteria:
 - the number of certified small entrepreneurships to be utilized
 - the experience and qualifications of the certified small entrepreneurship(s)
 - the anticipated earnings to accrue to the certified small entrepreneurship(s)

If a proposer is not a certified small entrepreneurship as described herein, but plans to use certified small entrepreneurship(s), proposer shall include in their proposal the names of their certified Veteran Initiative or Hudson Initiative small entrepreneurship subcontractor(s), ***a description of the work each will perform, and the dollar value of each subcontract.***

During the term of the contract and at expiration, the Contractor will also be required to report Veteran-Owned and Service-Connected Disabled Veteran-Owned and Hudson Initiative small entrepreneurship subcontractor or distributor participation and the dollar amount of each.

The statutes (R.S 39:2171 et. seq.) concerning the Veteran Initiative may be viewed at <http://legis.la.gov/lss/lss.asp?doc=671504>; and the statutes (R.S 39:2001 et. seq.) concerning the Hudson Initiative may be viewed <http://legis.la.gov/lss/lss.asp?doc=96265>. The rules for the Veteran Initiative (LAC 19:VII. Chapters 11 and 15) and for the Hudson Initiative (LAC 19:VIII Chapters 11 and 13) may be viewed at <http://www.doa.louisiana.gov/osp/se/se.htm>.

A current list of certified Veteran-Owned and Service-Connected Disabled Veteran-Owned and Hudson Initiative small entrepreneurships may be obtained from the Louisiana Economic Development Certification System at https://smallbiz.louisianaforward.com/index_2.asp. Additionally, a list of Hudson and Veteran Initiative small entrepreneurships, which have been certified by the Louisiana Department of Economic Development and who have opted to register in the State of Louisiana LaGov Supplier Portal https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg may be accessed from the State of Louisiana Procurement and Contract (LaPAC) Network <http://wwwprd.doa.louisiana.gov/osp/lapac/vendor/srchven.asp>. When using this site, determine the search criteria (i.e. alphabetized list of all certified vendors, by commodities, etc.) and select SmallE, VSE, or DVSE.

5.1.3 Section 2 - Project Staffing

The Proposer should provide detailed information about the proposer’s project team. Include team size, composition, roles and time commitments. The Proposer should provide a team organization chart and the description of functions to be performed by each position.

Identify key staff that will be assigned to the project to include, at a minimum, the Principal in Charge, the Project Manager, and the Technical Lead.

Information for key staff should include education, training, technical experience, functional experience, specific dates and names of employers, relevant and related experience, past and present projects with dates and responsibilities and any applicable certifications. This should also specifically include the role and responsibilities of each person on this project, their planned level of effort, and their anticipated duration of involvement.

This section should also contain information on the Proposer’s expectations of the Louisiana state staff team, including roles and time commitments.

5.1.4 Section 3 - Approach and Methodology

In this section the Proposer will specify the implementation methodologies that will be used to develop detailed system requirements, design, build, test, and deliver/deploy the system described in this RFP. The proposer will also provide detailed responses to all functional, technical, and support requirements as specified in Attachment I. The information shall be provided in the order specified in Exhibit 5-1 below.

Exhibit 5-1. Approach and Methodology Proposal Contents

Section	Sub-section	Description
Overview		An overview of the proposer’s understanding of the project and how its proposal will best meet the needs of the state agency.
Project Management Methodology	Overview	A description of the methodology that will be used by the Proposer to manage the project, including risk assessment and mitigation.
	Coordination with State project team	A summary of the overall approach that the Proposer will use in coordinating with the state’s project team to coordinate meetings and conference calls, gather detailed requirements, assure quality, verify correct implementation of requirements, acceptance testing.
	Risk and Problem Management and Mitigation	The Proposer shall provide a description of the Risk and Problem Management and Mitigation Plan to be employed for this project.
	Approach to schedule management	The proposer shall provide a description of the schedule management methods to be employed for this project.

Section	Sub-section	Description
	Response to Specific State Requirements	The proposer shall provide a response to each of the requirements listed in Attachment V of this RFP.
Quality Assurance Methodology		A description of the methods and processes that will be used by the Proposer to assure product quality. Include internal quality control monitoring that will be used during the production of deliverables and system level quality control methodologies to be employed.
System Deployment Methodologies	Overview	A description of the methods and processes that will be used by the proposer to develop detailed system requirements, design for base product modifications/configurations, and modification of base product to meet state requirements
	Response to Specific State Requirements	The proposer shall indicate the approach that will be used to gather detailed state requirements and develop a final requirements document. In this section, the proposer shall also provide a response to each of the requirements listed in Attachment I of this RFP.
	System Design	The proposer shall indicate how the system design will be developed. The proposer shall specify the design reviews that will be held with the state or prototypes that will be provided for the state.
	Interface Development	For each interface between the proposer's permit system and other state/vendor systems required in this RFP, the proposer shall specify how it will comply with the following state requirements: <ol style="list-style-type: none"> 1. The selected offeror shall hold an on site meeting to review each interface presented in the draft Interface Control Document (ICD) with business persons and technical persons responsible for each interface. Vendor representative must be on-site for these meetings. 2. The selected offeror shall modify and complete the ICD based on information from the individual on-site meetings. 3. The completed ICD shall be submitted to the state for approval prior to interface development initiation.
	Verification of Requirements	The proposer shall provide a list of methods that shall be used to verify the delivered system meets requirements and shall indicate which method will be used to verify each requirement listed in Attachment I of this RFP. Information shall be in a tabular format, with the requirement number (as given in Attachment I of this RFP) followed by the

Section	Sub-section	Description
		proposer's method of verification.
Acceptance Testing	Overview	<p>The proposer shall provide an overview of the acceptance testing procedures that will be used for the project.</p> <p>The vendor shall provide a positive statement indicating an understanding that design changes may be required as a result of acceptance testing as state personnel may not be able to fully evaluate the system design prior to system use.</p> <p>To minimize the design changes required during acceptance testing, the vendor shall include adequate design reviews and prototypes as suggested in "System Design" section shown above.</p>
	Response to Specific State Acceptance Testing Requirements	<p>The proposer shall describe how they will implement the following acceptance testing procedures:</p> <ol style="list-style-type: none"> 1. Prior to development of new functionality, the vendor shall develop an acceptance test plan. The test plan will include test procedures, suggested tests, and format for reporting test results. State personnel may add to the acceptance tests to be performed during the acceptance testing. Blank forms shall be provided to state personnel for this purpose. 2. New functionality will be delivered to the state for acceptance testing only after the vendor has successfully completed unit and system testing, demonstrating that the software meets the specified requirements. 3. A vendor representative shall be on-site to participate in the initial acceptance testing of released functionality. 4. Dependent on test results, the vendor may be required to make modifications to the software and re-release software for further acceptance testing.
Training, Support and Maintenance		The Proposer shall respond to each requirement listed in Attachment VI.

5.1.5 Section 4 - Detailed Project Plan

The Proposer shall provide a detailed project plan for the implementation of the system specified in Attachment I. Maximum duration of implementation shall be:

- Phase I of the implementation shall be scheduled for completion 9 months from NTP with Phase I training completed 10 months from NTP.
- Phase II, shall be scheduled for completion 26 months from NTP with Phase II training completed 30 months from NTP. (NOTE 4.3 Termination for Non-Appropriation of Funds in the attached sample contract)

Phase I and Phase II work description and project schedule shall describe key project tasks; major activities and deliverables associated with each phase; expected duration of each phase; and duration of overall project from NTP through final acceptance testing and project close-out. The Work Plan and Schedule shall clearly identify state roles and responsibilities and their general timing.

Project Phases should, at a minimum, address and incorporate the key milestones and activities listed in Attachment I, Exhibit I3-1. Proposers are free to call out additional key milestones / activities, and can frame and sequence phases according to the Proposer's preferred project approach.

Proposers shall also provide the number of calendar months required to implement each Optional Tasks listed in Attachment I.

5.1.6 Section 5 – Itemization of Software and Hardware Requirements and Related Maintenance

The State seeks a system that will be built and installed at DOTD. The system would consist of Proposer-supplied software residing on proposer recommended hardware on DOTD networks, with a web based interface for user data entry and data viewing. The Proposer's proposal shall contain specifications for any hardware and supporting software required for installation on DOTD networks. Note that cost information for all hardware and software, including annual maintenance costs, should be included in Packet 2 – Price Proposal *only*. Prior to hardware and supporting software procurement, the State will determine if the hardware and supporting software will be acquired by the state of Louisiana, or by the selected vendor. The vendor, after contract execution, is expected to work closely with DOTD in the selection and configuration of the hardware for the project.

This section must include:

5.1.6.1 Itemization of all Software Required for the Project

- Network operating system requirements and data communications requirements at the DOTD central site
- Itemization of each software product (and versions) provided and / or required, including name, role in the system, license recommendations, any programming languages necessary for DOTD / DOIT maintenance of the product or its interfaces, warranties, and software maintenance.
- Recommended or required supporting software on the client.
- Application server software supported.
- Server OS versions supported.
- Java virtual machines, specialized fonts, or other supporting software required.

- Performance loss (in %) for each additional client accessing the server or each additional dumb terminal accessing the host.
- Recommended back-up processes, replication, mirroring, etc.

5.1.6.2 *Itemization of all Hardware Recommended for the Project*

- Minimum server hardware recommendations and whether it is mandatory to dedicate any servers.
- Minimum thin client hardware requirements.
- Disk space estimate.
- Minimum browser requirements.
- Specify any external cooling requirements or any other storage requirements.

5.1.6.3 *Itemization of Annual Maintenance*

- Sample annual permitting system maintenance and support contract(s), *exclusive of maintenance cost information*.
- Specify what is included in the annual maintenance contract, including but not limited to:
 - Technical support
 - Software / hardware upgrades
 - System functionality and interface enhancements in response to changing state needs
 - Documentation, including updated technical manuals and user manuals
 - Access to enhancements made for other user states and / or potential for cost share of enhancements among user states
 - Other
- Briefly describe strategy for core system software and interface maintenance: how many updates are generally offered in a year; how often are new releases generally released; how are major system changes or new functionality selected and designed.

5.1.7 *Section 6 – Geographical Information Systems Data Requirements*

The Proposer shall include a detailed description of all Louisiana Geographical Information System (GIS) data that will be required by the proposed permit system to operate the routing and mapping components of the system to meet the system requirements presented in Attachment I. The detailed description shall include, for each category of data required:

- Description of the data category
- Reference to the requirement(s), by requirement number, in Attachment I which will require use of the data, whether or not the requirement is listed as an Optional or Mandatory task.
- How the data will be used in the routing and mapping modules
- Required completeness of state data. This discussion should include:
 - An indication if data must be entirely complete for routing over the roadway or structure
 - A description of the operation of the system if data is not complete
 - Required accuracy of the data (i.e. location must be accurate to within 5 meters)
 - Required currency of data

- Any data formats required for importing the data into the permit system routing module. If several formats are available, please list all available formats.
- Update procedure(s) that will be used to update the permit system routing module with the state data.
- If an alternate source of the data is available for procurement. Name and describe each alternate source and benefits and drawbacks of the data source. *Do not include the cost of alternate sources of data in this section of the proposal. Costs shall be included in Packet 2- Price Proposal.*
- Any other information the Proposer deems may be useful to the state.

This section shall also include a statement that the Proposer, if selected by the state to deploy the permit system, will disclose all sources of GIS data used in the system for the State of Louisiana.

5.1.8 Section 7 – Additional Information

The Proposer may provide any additional information not required by the previous proposal sections that will clarify or enhance information provided. This information should be concise and germane to the proposed project.

Descriptions of any functionality, software or services not requested by the state in this RFP should be restricted to this section and clearly identified as potential optional services / future enhancement opportunities. Note that Proposer may reference Section 7 in other sections of the Technical Proposal.

5.2. Packet 2 – Price Proposal

At a minimum, Packet 2 should include the following sections:

- Section 1 – Cost Specifications
- Section 2 – Hardware and Supporting Software Detailed Costs

5.2.1. Section 1 – Cost Specifications

Compensation for services during the contract period shall be a fixed price upon implementation and acceptance by the State of deliverables constituting the successful Proposer's solution. Ongoing support and maintenance will be by annual payment at the beginning of the maintenance period. The cost proposal must reflect all costs associated with meeting the requirements and services listed in the RFP and being offered by the Proposer as part of the Proposer's response. Prices quoted shall remain fixed for the duration of the contract executed as a result of this RFP.

The Proposer will submit prices for software, hardware, software maintenance contracts, other goods and services necessary for addressing all mandatory and optional requirements, that are firm one year from proposal due date according to the cost response format specified below.

All software, goods and services necessary to complete the project should be included in the price proposal. The Proposer should not use "To Be Determined", add time and material caveats, or

stipulate that any software, hardware, goods, or services required for the project will be acquired by the State. Louisiana reserves the right, prior to hardware and supporting software procurement, to determine if the hardware and supporting software will be acquired by the state of Louisiana, or by the selected vendor.

The price proposal shall at the minimum be structured by the categories shown in Attachment IV. Each of items 1-6 (and sub-items, for example 2.1, 2.2, etc.) should be priced as separate and distinct line items. The Proposer may choose to itemize costs at a more detailed level than that specified in Attachment IV; however, the price proposal should be capable of rolling up to the line items specified, and each detail level must be associated with a corresponding deliverable that is verifiable by the Louisiana project manager. Costs associated Project Management shall be included within each individual line item. Direct costs (ODCs) and travel, should be included in each relevant 1-6 price proposal line item.

5.2.1.1. *Change Order Services – Time and Materials Hourly Rate Schedule*

During this project, the State or the successful Proposer may suggest changes that were not possible to identify during the finalization of the successful Proposer’s work plan. It is hoped that the cooperative approach to this project will find ways to effect such changes in a cost-neutral manner. The State is hopeful that change orders will not be required. However, any change orders that are required will result in a time and materials, deliverables-based amendment to the agreement. The contractor shall have the burden of proof in justifying any change orders that it requests to the Transportation Permit System Change Control Board. All change orders will be developed using a standard form and process to be developed by the Transportation Permit System Change Control Board.

Change Orders must be able to be completed in a timeframe agreed upon by the State and the successful Proposer.

The Proposer shall provide an Hourly Rate Schedule for Change Orders for the contract term. The specified cost per hour of staff should be shown on the Hourly Rate Schedule included in Attachment IV, Exhibit 2. Exhibit 2 requires definition of two average hourly rates, one for requirements analysis / design / programming; and one for installation / testing. This pricing will be used for Change Orders, which do not coincide with specific deliverables. Contract modifications addressing Change Orders will define the statement of work, deliverables and compensation. Each of these change orders will be for billable hours priced according to the rates shown in Attachment IV, Exhibit 2, with a firm, not to exceed price.

5.2.2. *Section 2 – Hardware and Supporting Software Detailed Costs*

The proposer shall detail the costs of all required hardware and supporting software listed in Section 5 of the Technical Proposal. Total Phase I hardware and supporting software initial procurement costs shall be included in Attachment IV, Exhibit 1, Item D. Total Phase II hardware and supporting software initial procurement costs shall be included in Attachment IV, Exhibit 1, Item E. Only costs not listed in Item D should be included in Item E.

The proposer shall detail the annual maintenance agreement costs for hardware and supporting software listed in Section 5 of their proposal. Total Phase I annual maintenance agreement costs for hardware and supporting software shall be included in Attachment IV, Exhibit 1, Line Item I. Total Phase II annual maintenance agreement costs for hardware and supporting software shall be included in Attachment IV, Exhibit 1, Line Item J. Only costs not listed in Item I should be included in Item J.

5.3. *Packet 3 – Response to Terms and Conditions*

Packet 3 should include a positive statement of compliance with the contract terms. If the Proposer cannot comply with any of the contract terms, an explanation of each exception must be supplied. The Proposer must address the specific language in Attachment III Sample Contracts, and submit whatever exceptions or exact contract modifications that its firm may seek. While final wording will be resolved during contract negotiations, the intent of the provisions will not be substantially altered.

In addition, Packet 3 shall contain any additional contract terms sought by the Proposer not covered in the RFP or in the sample contract shown in Attachment III, providing the exact language proposed.

Packet 3 shall also contain a copy of the Proposer's Standard License Agreement for each applicable component of the permit system.

6 EVALUATION AND SELECTION

6.1 *Evaluation Team*

The evaluation of proposals will be accomplished by an evaluation team, to be designated by the state, which will determine the proposal most advantageous to the state, taking into consideration price and the other evaluation factors set forth in the RFP.

6.2 *Administrative and Mandatory Screening*

All proposals will be reviewed to determine compliance with administrative and mandatory requirements as specified in the RFP. Proposals that are not in compliance will be rejected from further consideration.

6.3 *Clarification of Proposals*

The State reserves the right to seek clarification of any proposal for the purpose of identifying and eliminating minor irregularities or informalities.

6.4 *Oral Presentations/Discussions*

The State will request that finalists provide oral presentations of their existing permit system implementations. These presentations will be held on, or about, the date specified in the Schedule of Events.

6.5 Evaluation and Review

Proposals that pass the preliminary screening and mandatory requirements review will be evaluated based on information provided in the proposal. The evaluation will be conducted according to the following.

The Evaluation Team will evaluate and score the proposals using the criteria and scoring as follows:

CATEGORY	HIGHEST POSSIBLE SCORE
1) Prior experience of proposing firm in providing permit systems to state government agencies; specifically systems using envelope and GIS based routing, and that interface with state databases and bridge analysis software.	15
2) Proposer's staffing plan and staff experience with similar implementations	15
3) Proposer's specified approach and methodology for providing the specified permit system to DOTD	30
4) Detailed Project Plan / Schedule	5
5) System Implementation Costs	20
6) Maintenance Costs	5
7) Veteran and Hudson Initiative	10
Total	100

For category 5 and 6 above, a proposer's base cost score will be based on the cost information provided in Attachment IV and computed as follows:

$$BCS = (LPC/PC \times S)$$

Where: BCS = Computed cost score (points) for proposer being evaluated
 LPC = Lowest proposed cost of all proposers
 PC = Total cost of proposer being evaluated
 S = Maximum Score listed for categories 5 and 6 above.

The Evaluation Team will compile the scores and make a recommendation to the head of the agency on the basis of the responsive and responsible proposer with the highest score.

6.5.1. Veteran-Owned and Service-Connected Small Entrepreneurships (Veteran Initiative) and Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) Programs Participation (Value of 10% of the total evaluation points)

Please note:

If the proposer is a VHI small entrepreneurship, 10 of the reserve points will be added to their proposal score. If the proposing firm is not a VHI small entrepreneurship but subcontracts with a VHI, (**Proposer should provide detail description of work to be provided by VHI**), a proration of the 10 points will be added to their proposal score as outlined below. The Veteran or Hudson Initiative small entrepreneurship criteria do not designate a specific percentage of the total contract

amount to be completed by a VHI subcontractor to receive reserve points however **proposer should provide the anticipated percentage of work to be done by the VHI**

Ten percent (10%) of the total evaluation points on this RFP are reserved for proposers who are themselves a certified Veteran or Hudson Initiative small entrepreneurship or who will engage the participation of one or more certified Veteran or Hudson Initiatives small entrepreneurs as subcontractors.

Reserved points shall be added to the applicable proposers' evaluation score as follows:

Proposer Status and Reserved Points:

- Proposer is a certified small entrepreneurship: Full amount of the reserved points
- Proposer is not a certified small entrepreneurship but has engaged one or more certified small entrepreneurs to participate as subcontractors or distributors. Points will be allocated based on the following criteria:
 - the number of certified small entrepreneurs to be utilized
 - the experience and qualifications of the certified small entrepreneurship(s)
 - the anticipated earnings to accrue to the certified small entrepreneurship(s)

6.6 Announcement of Contractor

The State will notify the successful Proposer and proceed to negotiate terms for final contract. Unsuccessful proposers will be notified in writing accordingly.

The proposals received (except for that information appropriately designated as confidential in accordance with R.S. 44.1 et seq), selection memorandum along with list of criteria used along with the weight assigned each criteria; scores of each proposal considered along with overall scores of each proposal considered, and a narrative justifying selection shall be made available, upon request, to all interested parties after the Award has been posted to DOTD Consultant Contract Services website:

<http://webmail.dotd.louisiana.gov/agrestat.nsf/WebAwards?OpenPage>

Any Proposer aggrieved by the proposed award has the right to submit a protest in writing to the head of the agency issuing the proposal within 14 days after the award has been announced by the agency.

The award of a contract is subject to the approval of the Division of Administration, Office of Contractual Review.

7 SUCCESSFUL CONTRACTOR REQUIREMENTS

7.1 Vendor Registration

PLEASE NOTE: Prior to execution of any contract resulting from RFP, Contractor must be registered as a vendor at:

Registration Link:

<http://wwwprd1.doa.louisiana.gov/OSP/LaPAC/pubMain.cfm>
Click On: *LaGov Vendor Registration*
Registration Help Desk: (225) 342-6349

It is highly advisable to register a minimum of one if not more of the following product category codes

80101500 For Consulting/Professional Services
81112000 For any services that include Computer Elements
43231500 For Software License and Maintenance Agreements
81102200 For Engineering and Related Services

7.2 Corporation Requirements

Prior to the award of the contract, if the contractor is a corporation not incorporated under the laws of the State of Louisiana, the contractor shall have obtained a certificate of authority pursuant to R. S. 12:301-302 from the Secretary of State of Louisiana.

Prior to the award of the contract, if the contractor is a for-profit corporation whose stock is not publicly traded, the contractor shall ensure that a disclosure of ownership form has been properly filed with the Secretary of State of Louisiana.

7.3 Billing and Payment

Billing and payment terms shall be negotiated with the successful Proposer.

7.4 Indemnification

The Contractor shall indemnify, save harmless and defend DOTD against any and all claims, losses, liabilities, demands, suits, causes of action, damages, and judgments of sums of money growing out of, resulting from, or by reason of any act or omission of the Contractor, its agents, servants, independent contractors, or employees while engaged in, about, or in connection with the discharge or performance of the terms of this Agreement. Such indemnification shall include attorney's fees and court costs. Contractor shall provide and bear the expense of all personal and professional insurance related to its duties arising under this Agreement.

Contractor shall indemnify, defend and hold DOTD and its Authorized Users harmless, without limitation, from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities and costs which may be finally assessed against DOTD in any action for infringement of a United States Letter Patent with respect to the Products furnished, or of any copyright, trademark, trade secret or intellectual property right, provided that DOTD shall give the

Contractor: (i) prompt written notice of any action, claim or threat of infringement suit, or other suit, (ii) the opportunity to take over, settle or defend such action, claim or suit at Contractor's sole expense, and (iii) assistance in the defense of any such action at the expense of Contractor. Where a dispute or claim arises relative to a real or anticipated infringement, DOTD or its Authorized Users may require Contractor, at its sole expense, to submit such information and documentation, including formal patent attorney opinions, as the Commissioner of Administration shall require.

The Contractor shall not be obligated to indemnify that portion of a claim or dispute based upon: i) Authorized User's unauthorized modification or alteration of a Product; ii) Authorized User's use of the Product in combination with other products not furnished by Contractor; iii) Authorized User's use in other than the specified operating conditions and environment. In addition to the foregoing, if the use of any item(s) or part(s) thereof shall be enjoined for any reason or if Contractor believes that it may be enjoined, Contractor shall have the right, at its own expense and sole discretion as the Authorized User's exclusive remedy to take action in the following order of precedence: (i) to procure for DOTD the right to continue using such item(s) or part (s) thereof, as applicable; (ii) to modify the component so that it becomes non-infringing equipment of at least equal quality and performance; or (iii) to replace said item(s) or part(s) thereof, as applicable, with non-infringing components of at least equal quality and performance, or (iv) if none of the foregoing is commercially reasonable, then provide monetary compensation to DOTD up to the dollar amount of the Contract.

For all other claims against the Contractor where liability is not otherwise set forth in the Contract as being "without limitation", and regardless of the basis on which the claim is made, Contractor's liability for direct damages, shall be the greater of \$100,000, the dollar amount of the Contract, or two (2) times the charges rendered by the Contractor under the Contract. Unless otherwise specifically enumerated herein or in the work order mutually agreed between the parties, neither party shall be liable to the other for special, indirect or consequential damages, including lost data or records (unless the Contractor is required to back-up the data or records as part of the work plan), even if the party has been advised of the possibility of such damages. Neither party shall be liable for lost profits, lost revenue or lost institutional operating savings. DOTD and Authorized User may, in addition to other remedies available to them at law or equity and upon notice to the Contractor, retain such monies from amounts due Contractor, or may proceed against the performance and payment bond, if any, as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted by or against them.

7.4 Confidentiality

All financial, statistical, personal, technical and other data and information relating to the State's operation which are designated confidential by the State and made available to the contractor in order to carry out this contract, or which become available to the contractor in carrying out this contract, shall be protected by the contractor from unauthorized use and disclosure through the observance of the same or more effective procedural requirements as are applicable to the State. The identification of all such confidential data and information as well as the State's procedural requirements for protection of such data and information from unauthorized use and disclosure shall be provided by the State in writing to the contractor. If the methods and procedures employed by the contractor for the protection of the contractor's data and information are deemed by the State to be adequate for the protection of the State's confidential information, such methods and procedures may be used, with the written consent of the State, to carry out the intent of this paragraph. The

contractor shall not be required under the provisions of the paragraph to keep confidential any data or information which is or becomes publicly available, is already rightfully in the contractor's possession, is independently developed by the contractor outside the scope of the contract, or is rightfully obtained from third parties.

Under no circumstance shall the contractor discuss and/or release information to the media concerning this project without prior express written approval of the Department of Transportation and Development.

ATTACHMENT I: SCOPE OF SERVICES

1 Overview

This Request for Proposals (RFP) is issued by the Louisiana Department of Transportation and Development for the purpose of implementing a Transportation Permit System for DOTD. The state seeks a permit system that will be implemented in two phases:

- Phase I: Permit system deployment which will allow motor carriers to apply for and receive permits necessary for specialized travel within Louisiana. The permit system shall use envelope routes, where available to route vehicles, shall calculate fees and allow for the issuance of permits. Phase I shall also include reporting and financial functions and interfaces with the credit card processing system, and the state CVIEW. Restriction management as applicable to envelope routing shall also be included.
- Phase II: GIS based routing, bridge analysis, and mapping with restriction management as applicable to GIS based routing. Phase II implementation may result in the elimination of envelope routes used in Phase I or the creation of GIS based routes similar to the envelope routes used in Phase I. Phase II functionality will be developed at the option of the state.

Phase I will commence when the contractor receives the NTP. Phase II will be executed at the option of the state. In addition, DOTD may elect to have functionality outside the scope of Phase I and Phase II implemented. Functionality outside the scope of Phase I and Phase II are called Optional Tasks in the requirements tables in Section 4.

2 Tasks and Services

The Contractor will be required to provide a base permit system that will be modified by the contractor to meet state requirements. The modifications will occur in two phases as described above. Each phase will consist of detail requirements analysis, design, modification of the base system, testing, acceptance testing, training and deployment.

The contractor will also be required to provide a three year maintenance contract for maintenance of the system, with an option to extend maintenance for years four and five. Phase I maintenance will commence following a Phase I acceptance and a six month warranty period. Phase II maintenance will commence following Phase II acceptance and a six month warranty period.

3 Milestones and Deliverables

The successful proposer will deliver a permit system for use by the state in two phases as specified in Section 1 of this Attachment. In addition, the state may choose to have implemented Optional Tasks as specified in Section 4 of this Attachment.

Milestones and Deliverables for this project are shown in Attachment 4, Cost Proposal. Exhibit I3-1, below, details the Phase I and Phase II Milestones and Deliverables. All deliverables to be presented to DOTD for approval must be in a form that can be easily understood and verified by permit specialists/supervisors and shall not require computer engineering knowledge to interpret, the only exception to this being the technical manuals delivered to the state for hardware, database, communications, backup, and supporting software maintenance instruction.

Exhibit I3-1. Phase I and Phase II Milestones and Deliverables.

No.	Milestone	Deliverables	Approval
1	Requirements analysis and documentation for Phase I	Requirements gathering meetings and Requirements Document.	Milestone is met when state project manager approves the delivered documentation.
2	Phase I Design	Design Document, Design Reviews and prototypes. The design shall also include interface design and Interface Control Documents for each Phase I interface.	Milestone is met when the state project manager approves the design.
3	Phase I Implementation and Testing	<p>Test documentation showing the contractor's verification of each Phase I requirement, interface testing and module integration testing. Test system delivered for User Acceptance testing, including all documentation, supporting software, and hardware.</p> <p><i>Note: The cost worksheet shown in Attachment IV divides implementation and testing into separate requirements categories. The selected vendor may choose to deliver each requirement category separately (as a module) or all at once. If delivered separately, each module must be accompanied by the contractor's verification of each requirement in that module. The delivery of the final Phase I module shall also include integration test results.</i></p>	<p>Approval of contractor's test documentation showing verification of each Phase I requirement by state project manager.</p> <p>Sign off by state project manager that test system is operable and ready for acceptance testing, including all necessary hardware, supporting software and documentation.</p>
4	Data migration from existing system to proposer-provided system	Data migration documentation; demonstration that all data is present and useable in system.	<p>State project manager approval of data migration documentation and verification of data migration.</p> <p>State project manager sign-off indicating all data is present and useable in the system.</p>
5	Phase I Training	All system documentation. Training materials, documentation and Training sessions as specified in Attachment VI, C2.	<p>State project manager approval of system documentation and training materials.</p> <p>State project manager sign-off that all Phase I training has been completed.</p>
6	Phase I Acceptance Testing	<p>Acceptance testing plans covering all state requirements and blank forms for state users to develop additional acceptance tests.</p> <p>Verification that all software fixes and modifications have been completed.</p>	<p>State project manager approval of acceptance testing plans.</p> <p>State project manager acceptance of the software/hardware delivered.</p>

No.	Milestone	Deliverables	Approval
7	Phase I bug fixes, user specified modifications following first 3 months of user experience with the system.	Bug report and repair documentation; user specified modification description and modification completion documentation. <i>Note: this deliverable is covered under the software warranty</i>	State project manager sign-off that all bug repairs and modifications have been made.
8	Phase I project closeout		State project manager sign-off that Phase I has been completed.
9	Phase II Requirements	Requirements gathering meetings and Requirements Document.	Milestone is met when state project manager approves the delivered documentation.
10	Phase II Design	Design Document, Design Reviews and prototypes. The design shall also include interface design and Interface Control Documents for each Phase II interface	Milestone is met when the state project manager approves the design.
11	Phase II Implementation and Testing	Test documentation showing the contractor's verification of each Phase II requirement. Test system delivered for User Acceptance testing, including all documentation, supporting software, and hardware. <i>Note: The cost worksheet shown in Attachment IV divides implementation and testing into separate requirements categories. The selected vendor may choose to deliver each requirement category separately (as a module) or all at once. If delivered separately, each module must be accompanied by the contractor's verification of each requirement in that module. The delivery of the final Phase II module shall also include integration test results.</i>	Approval of contractor's test documentation showing verification of each Phase II requirement by state project manager. Sign off by state project manager that test system is operable and ready for acceptance testing, including all necessary hardware, supporting software and documentation.
12	Phase II Training	System documentation. Training materials, documentation and Training sessions as specified in Attachment VI, C2	State project manager approval of training materials and system documentation. State project manager sign-off that all Phase II training has been completed.
13	Phase II Acceptance Testing	Acceptance testing plans covering all state requirements and blank forms for state users to develop additional acceptance tests. Verification that all software fixes and modifications have been completed.	State project manager approval of acceptance testing plans. State project manager acceptance of the software/hardware delivered.

No.	Milestone	Deliverables	Approval
14	Phase II bug fixes, user specified modifications following first 3 months of user experience with the system.	Bug report and repair documentation; user specified modification description and modification completion documentation. <i>Note: this deliverable is covered under the software warranty</i>	State project manager sign-off that all bug repairs and modifications have been made.
15	Phase II project closeout		State project manager sign-off that Phase II has been completed.

4 Functional and Technical Requirements

The requirements detailed below provide an overview of the functions the Permit System should perform. The selected Proposer will be required to meet with the State to develop full and detailed requirements for the permit system. The term “Optional Task” is used below in some requirements descriptions. Optional Tasks may be included in a contract negotiated with the successful Proposer, which may be completed under an extension to the contract negotiated with the successful Proposer, or which the State may elect not to implement. Use of the term “Optional” does not indicate that the Proposer has the “option” of responding / not responding to that requirement. All requirements shall be fully addressed in the Offeror’s proposal.

Proposal Instructions: Proposers must include the requirements tables below in Section 3 Approach and Methodology of their technical proposal (as specified in RFP Section 5.1.4), with codes circled or otherwise marked to indicate:

- 1 = Meets requirement without modification
- 2 = Meets requirement with modification at no additional cost
- 3 = Meets requirement with modification at additional cost
- 4 = Does not meet this requirement

Proposers should insert a new row below each requirements line of the table(s) where code marked by Offeror is a “2” (Meets Requirement With Modification At No Additional Cost) or “3” (Meets Requirement With Modification At Additional Cost). In each new row, Offeror should describe existing related functionality and customizations which will be provided to address each requirement.

Optional Tasks have no Phase indicated as the state may or may not elect to have Optional Tasks implemented. Instructions for providing cost information is provided in section 5.2 of this RFP.

4.1 Permit System Functional Requirements

A	Phase	Functional Requirements	Codes
A1		Permit Application and Processing	
A1.1	I	<p>The permit system will allow for the data entry and processing of all permit types issued by Louisiana. A list of permit types along with descriptions, data elements required, permit format, fees, and annual volumes are provided in Appendix A.</p> <p>The permit system shall comply with all regulations for permitting as found in the <i>Louisiana Regulations for Trucks, Vehicles, and Loads</i>. (see https://perba.dotd.louisiana.gov/welcome.nsf/RegBook2012).</p>	1 2 3 4
A1.2	I	<p>Motor carriers and service bureaus will be able to apply, pay for, select pre-approved routes or request new routes, and print approved permits using their web browsers for all permit types listed in A1.1.</p> <p>Manual intervention shall be required by state personnel only for:</p> <ul style="list-style-type: none"> • Walk-in, call-in, or fax-in applications, or • In cases where the user wishes to pay by check/cash/money order, • Or due to characteristics of the vehicle/load the permit requires manual bridge analysis, or state permit agents to assist with routing, • Or any unusual circumstance. 	1 2 3 4
A1.3	II	Motor carriers and service bureaus will be able to request GIS generated routes, view and investigate routes using a smart map, and select a route for the trip.	1 2 3 4
A1.4		Customer sign-up and account management	

A	Phase	Functional Requirements	Codes
A1.4.1	I	<p>The system will provide web based data entry screens and state user data entry screens for customer sign-up. Data elements that will be available for customer sign-up include:</p> <ul style="list-style-type: none"> • Customer Name • USDOT • Customer Address • Contact Name • Contact Phone Number • Address • Fax number • Email Address • Account Type - bonded, non-bonded, exempt (for public vehicles) • Bond Amount • Insurance Carrier (for liability and property insurances) • Insurance Policy Number (for liability and property insurances) • Insurance Amount (for liability and property insurances) • Insurance Expiration Date (for liability and property insurances) • Permit delivery preference (fax, email, print from web) • Sub account (for customers with multiple accounts) <p>All customers will be given a customer number in the system. Each customer may have one or more accounts, and the system will allow the customer to set up additional accounts and specify the payment mechanism to be used for that account (bonded, not bonded, etc.)</p> <p>The customer data will be stored in the database of the system.</p> <p>Bond account customers must provide a certified check, cash bond or surety bond to establish their bond account or to increase their bond account maximum. The system will allow state users to input and adjust bond account maximum.</p>	1 2 3 4
A1.4.2	I	<p>During customer sign-up, the system will allow the user to indicate if a web account should be issued along with the customer account. If the user requests a web account, the system shall generate a web account password and provide a secure means to notify the customer of their password.</p>	1 2 3 4
A1.4.3	I	<p>The web based system shall allow customers to modify their customer account data (with the exception of bond amount, USDOT, customer name, and account type) and web password.</p>	1 2 3 4
A1.4.4	I	<p>Authorized state users will have access to customer account data in order to modify customer account data and reset customer passwords.</p>	1 2 3 4
A1.4.5	I	<p>The originator of each customer account will be considered the customer account administrator. Customer account administrators will be able to add users to accounts and create sub accounts for subsidiaries. Additional users will have different contact names and passwords, and may have different addresses, fax numbers, email addresses, and permit delivery preferences.</p>	1 2 3 4
A1.4.6	I	<p>The customer number and sub-account shall be used to uniquely identify separate accounts held by account holders. The account administrator/manager will be able to manage/track their own parent and child accounts using the payment type, DOT information and provide the child name/address/phone/receiving information.</p>	1 2 3 4

A	Phase	Functional Requirements	Codes
A1.4.7		<p>Customers web account holders must be able to view, on demand, all permits pending and approved, for a user specified period of time. Standard user specified periods of time should be available for user to easily select/change by placing them in a drop down list. Standard user specified search criteria include:</p> <ul style="list-style-type: none"> • Permits for current and future travel dates • Pending permits • Approved permits • Activity for last 30 days • Activity for last year • Other time period (this selection would allow the user to specify the time period) <p>Permit type, payment method and payment amount must also be included in the list of permits. Selecting a pending permit from the list will cause the permit data to be presented to the user. Selecting an approved permit will cause the permit to be displayed. The user may print this permit.</p> <p>Account administrators will be able to view all data for the customer account. Data presented will include the account user name for each permit in the list. Account users will be able to view all data for their user account.</p>	1 2 3 4
A1.5	I	All permits will be given a control number.	1 2 3 4
A1.6	I	<p>DOTD provides self -issue permits for customers who are bonded and for customers requiring size only permits. These permits are provided to customers in booklets. The system must be able to track the sale and distribution of booklets. Booklet permits are tracked by control number. Forms with control numbers beginning in ‘C’ are used for bonded customers, and forms with control numbers beginning in ‘A’ are used for customers requiring size only permits. Any number of consecutive booklets may be sold/distributed to a customer at a time. Data entry by the state user will include the starting control number of the first permit in the first booklet and the last permit in the last consecutive booklet.</p>	1 2 3 4
A1.6.1	I	The system must allow for the transfer of unused ‘A’ or ‘C’ forms to another company in case the company that originally obtained the booklets is sold.	1 2 3 4
A1.6.2		Optional Task: The system will allow for OCR processing of faxed in or mailed in self issue permits. OCR results should be editable by state users to correct any OCR errors.	1 2 3 4
A1.6.3	I	The system must allow the state user to search for the owner of a self-issue permit by control number. The system must also allow the state user to query by customer number for all books issued to a customer.	1 2 3 4
A1.7	See Appendix B	The permit application, processing, and issuing process to be provided by the system will follow the process described in Appendix B. Permit Processes. Any modifications to the process that a vendor wishes to propose must be provided in the response to this RFP. If the state deems the proposed modifications as improvements, the vendor shall include those improvements for the cost specified in the response to this RFP. Any proposed modifications to the process specified in Appendix B not approved by DOTD, shall not be included in the final system delivered to DOTD and no additional costs to the state will be incurred by omitting those process modifications in the system delivered.	1 2 3 4

A	Phase	Functional Requirements	Codes
A1.8	I	<p>When a power unit plate number and jurisdiction is entered, the system shall send a query to the state CVIEW to determine if the power unit is registered for the maximum allowable registration weight for Louisiana. For interstate trucks, the maximum allowable registration weight is 80,000 lbs. For intrastate trucks, the maximum allowable weight is 88,000 lbs.</p> <p>The implementation of this functionality should be configurable in the system, allowing system administrators to turn the functionality on or off.</p>	1 2 3 4
A1.9	I	Permit data entry shall be available on a single screen and the user shall be able to tab in a logical order from one data entry field to another to enter or modify data.	1 2 3 4
A1.10	I	The system will store data entered on past permits including power unit and trailer plate and axle information. An archive function to remove older data from the system shall be provided to the state administrator.	1 2 3 4
A1.11	I	Both state and industry users will be able to select a past permit, duplicate it and the system shall assign a new permit application number, and allow the user to modify the data for the new application.	1 2 3 4
A1.12	I	The system will allow state users to update and reissue a permit. An amendment number will be provided as a suffix to the permit number. Up to 99 amendments per permit will be possible.	1 2 3 4
A1.13	I	When a USDOT number is entered into an application, the system will query CVIEW to obtain carrier name, address, interstate/intrastate designation, and Federal Out of Service Status (OOS). Also, prior to the issuance of each permit, the Federal OOS status will be checked prior to issuing the permit. If the carrier is OOS, then the permit will not be issued unless overridden by a supervisor. The implementation of this functionality should be configurable in the system, allowing it to be turned on or off.	1 2 3 4
A1.14	I	When a power unit plate number is entered into an application, the system will query CVIEW to obtain plate currency and status, and determine if the vehicle is registered to travel in LA. The implementation of this functionality should be configurable in the system, allowing it to be turned on or off.	1 2 3 4
A1.15	I	When a power unit or trailer plate number is entered, the permit system will search its database for the plate and retrieve axle information on the power unit or trailer.	1 2 3 4
A1.16	I	The system must allow state users to perform customer searches by partial customer name. For each customer name retrieved by the system, the following information will also be presented: customer number, account number, name, contact, phone, status of account, address, and if it is a bonded account or not. Note: customers can have more than one account.	1 2 3 4
A1.17		Optional Task: The system shall provide for image storage of faxed-in and walk-in application forms and C and A forms. Form images shall be linked to the permit data in the system.	1 2 3 4
A1.18	I	The system should allow for the storage of commodity codes and commodity code descriptions in the database. When filling out permits, the state or customer web user shall be able to select from the load code and description list that applies to the permit being requested. If an existing load code is not available, the user will have the option to add a new load code.	1 2 3 4
A1.19	I	Insurance Information: The system must have the capability to receive and store insurance information for each customer.	1 2 3 4
A1.19.1	I	Each time a customer applies for a permit, the system will check if the insurance is active or expired and if insurance is sufficient for the type of permit being requested. If expired for the permit travel dates or the insurance is insufficient, it will not issue the permit, unless overridden by a supervisor.	1 2 3 4

A	Phase	Functional Requirements	Codes
A1.20	I	When an applicant completes an application, the system should include all applicable fees required for the trip. Appendix A specifies the applicable fees and the calculation of the fees. State users shall be able to modify calculated fees adding a comment as to the reason for the modification. (For example: a state user may wish to reduce fees for bridge analysis on routes frequently used by the customer)	1 2 3 4
A1.21	I	The system should store the motor carriers fax number and/or email address. If both are provided by the motor carrier, the motor carrier should be allowed to specify their preference for receiving the permit by email or by fax, or to print it from the web. Upon approval of the permit, if email or fax was chosen, the system should automatically fax or email the PDF formatted permit to the applicant, according to the transmission preference indicated by the applicant.	1 2 3 4
A1.22	I	The system must allow the user to modify data fields automatically populated by the system, with the exception of the control number and permit number. For example, during customer sign-up, the system must allow the user to modify carrier information that is auto populated based on the entry of a DOT number, for cases where the carrier is bought out and the MCS150 information is not yet updated in CVIEW.	1 2 3 4
A1.23	I	The system must provide for supervisory approval based on permit type, height, width, and weight. The conditions under which a permit requires supervisory approval must be configurable in the system. Configuration parameters would include all 4 variables: weight, height, width, and permit type. Additionally anyone can submit any permit to a supervisor for approval	1 2 3 4
A1.23.1	I	The system must not allow for the issuance of the permit by a permit specialist until supervisory approval is obtained.	1 2 3 4
A1.23.2	I	Each supervisor will be able to access a screen that contains a list of the permits that require their approval. Upon selecting a permit on the screen, the system will display all information for that permit. The system will provide the supervisor the option to approve, deny, or defer approval. If the permit is approved or denied, the supervisor may enter comments.	1 2 3 4
A1.23.3	I	The system must notify the permit specialist responsible for the issuance of the permit, as soon as the permit is approved or denied. In addition, each permit specialist will be able to access a screen that displays a list of all permits to which he/she has been assigned and the supervisory approval status.	1 2 3 4
A1.24	I	The system shall provide a mechanism for state permit specialist work load management. All permits that require state permit specialist attention must be divided among permit specialists. The system will be configurable to allow specialist loads to be determined by permit type and current pending permits assigned to each permit specialist.	1 2 3 4
A1.25	I	The state shall issue P-form permits if the permit system is down for any reason. P-forms are manual permit forms. The system must allow P-form data to be entered into the system when system availability is restored. All reporting and query function capabilities shall be available for P-form data and P-form data shall be seamlessly combined with other system issued permit data for reporting and querying purposes.	1 2 3 4
A1.26	I	The system shall allow state users to search for accounts, permits, insurance information, etc., based on all fields present in the permit application form. This search capability may be provided in the permit application input screen (i.e. a user types in a partial permit number and all permits containing that partial permit number are presented in a pop-up window) or may be provided by some other mechanism equally functional and easy to use, similar to that described in A1.29.	1 2 3 4
A1.27	I	The system shall allow for the resending of permits, letters, and invoices to customers by email or fax, should the original transmission fail or be lost.	1 2 3 4
A1.28	I	The system shall allow for printing of individual customer labels on Transportation Permits standard label paper.	1 2 3 4

A	Phase	Functional Requirements	Codes
A1.29	I	The permit system shall allow users to search for permits using any known information about the permit. Search fields will include the customer ID, permit type, highway route, commodity, control number, permit number, truck VIN, vehicle license or serial number, vehicle width in inches, vehicle height in inches, commodity serial number, trailer license number, sticker number, origin city, destination city, date range for start date of the move, date range for issuance of permit. Partial text may be provided in the commodity, origin city, and destination city. The search results shall provide a list of all permits found that fit the search criteria and shall provide the permit data for all the date fields listed above. The user may select any of the permits listed in the results screen and the system shall open the screen containing all the permit data for that permit.	1 2 3 4
A1.30	I	Exempt customers are not charged permit fees. Fees for these customers shall be calculated and stored but the permit shall be marked as exempt and permit costs shall be identified as zero dollars.	1 2 3 4
A1.31		Optional Task: Should future heavy load regional permit programs require linking of systems to a regional system, the system shall be capable of linking to these systems, providing Louisiana analysis of routes, and sharing data with the regional system.	1 2 3 4
A1.32		Optional Task: The system shall provide web application, application management, and permitting functions for the issuance of Southern Regional (SASHTO) Permits	1 2 3 4
A1.33		Optional Task: The system shall provide web application, application management, and permitting functions for the issuance of Western Regional (WASHTO) Permits	1 2 3 4
A2		Payment Processing and Accounting	
A2.1	I	The permit system will allow the entry of credit card information, check information, or cash payment information into the system.	1 2 3 4
A2.2	I	The system will allow for a customer other than the applicant to pay for a permit(s)	1 2 3 4
A2.3	I	<p>Credit card information to be entered will include:</p> <ul style="list-style-type: none"> • Credit card number • Name on credit card • Expiration date • Billing Phone number • Credit Card type. (Credit cards accepted by Louisiana are VISA, MasterCard, and American Express.) <p>Upon entry, credit card information will be sent to PayPoint/First Data, a credit card payment authorization system, and a payment authorization number will be returned and stored in the system. The state charges a \$10 fee for each credit card transaction.</p>	1 2 3 4
A2.3.1	I	Only the last 4 digits of the user's credit card number will be stored in the system.	1 2 3 4
A2.4	I	<p>Check payment: Checks are not required to clear the applicant's bank prior to the issuance of the permit. Once check information is entered into the system and all data and routing requirements are fulfilled, the permit should be made available for printing/faxing/emailing.</p> <p>Checks may be received by DOTD Financial Services and Transportation Permitting. The system shall allow both DOTD Financial Services and Transportation permitting the ability to record check information for each transaction.</p>	1 2 3 4
A2.5		Optional Task: Check Scanning may be used by DOTD financial services and the permit specialists in Transportation Permitting. They system shall attach the check image to the financial transaction information and to the transmittal accessed by Financial Services.	1 2 3 4
A2.6	I	Cash payment: The system will allow the state user to indicate that a cash payment was made and the amount of the cash payment.	1 2 3 4

A	Phase	Functional Requirements	Codes
A2.7	I	Bonded Accounts: Each issuance of a permit will cause a deduction from the bond amount available for the customer. The deduction will be the total cost of the permit. A record shall be kept of all bond deductions.	1 2 3 4
A2.8	I	Refills of bond accounts: The system will provide data entry screens for state users to record the refill of bond accounts. A record shall be kept for all bond additions to the account. Customers may refill bond accounts by check, credit card, or money order. Payment data shall be stored along with the bond refill information in the database. All bond refill payments shall be added to the previous balance for the account.	1 2 3 4
A2.9	I	Other adjustments to bond accounts: The system shall allow the state users to enter adjustments to the bond account due to refunds, cancellations, non-sufficient funds, etc. A record shall be kept for all bond adjustments.	1 2 3 4
A2.10	I	The system shall allow for DOTD Financial Services accounts to access transmittal information, monthly invoices for bond accounts, web credit card transactions, and information on individual transactions. Financial Services will also require access to enter payments and make payment adjustments. The system shall allow Financial Services to search for accounts and transaction by start and ending date, month, customer ID, payment details, or by partial customer name. Search results should include information on the customer account, including if the account is a bond account.	1 2 3 4
A2.10.1		Optional Task: The permit system will interface with LAGOV (SAP) to provide transmittal and adjustment information made by Transportation Permitting. The permit system will compile all prepared transmittals and all adjustments completed by the end of the day and transmit the data to the LAGOV system. The format of the data transfer will be determined during the design phase of this task.	1 2 3 4
A2.10.2	I	DOTD Financial Services will perform the daily closeout on customer payments made over the web. The system shall allow Financial Services personnel the ability to perform these daily closeouts.	1 2 3 4
A2.11	I	The system shall provide the ability for Transportation Permitting and Financial Services to make adjustments to payments. The system shall log all information for the adjustment, including the type of adjustment, reason for the adjustment, the customer, the person making the adjustment, the receipt or cash control number, if debit or credit was used, and the amount of the adjustment.	1 2 3 4
A3		Routing	
A3.1	I	Envelope (Static) Routing	
A3.1.1	I	The system will allow for envelope routes for loads within specified parameters.	1 2 3 4
A3.1.2	I	DOTD provides customers with permits for interstates and state highways only. When an envelope route contains unconnected state or interstate highways, the system will provide contact information for the parish/city which must be traversed in the comment section of the permit.	1 2 3 4
A3.1.3	I	The system shall allow state permit agents to enter new envelope routes. The suggested envelope route must be approved by permit supervisors before it becomes available to system users as an envelope route. The number of permit supervisors required to approve the route should be configurable in the system. Availability of the route for use in the transport of a load will depend on one or more of the following characteristics: <ul style="list-style-type: none"> • Vehicle characteristics (axles, axle distances, tire size) • Gross vehicle weight, dimensions of load, axle weights. • If the route may be used during Holiday Blackouts (including Mardi Gras) 	1 2 3 4

A	Phase	Functional Requirements	Codes
A3.1.4	I	<p>The system will provide a means for customers to create a suggested envelope route based on blanket dimensions (including vehicle and load characteristics) and request that the route be designated an envelope route. The system will notify state supervisors of the proposed route and allow for supervisors to review and approve or deny the route. The number of supervisors required to review the route should be configurable in the system. If the required number of supervisors approve the route, the system will make the route available for use by all customers complying with the blanket dimensions.</p> <p>State permit supervisors will also determine if the route may be used during Holiday Blackouts (including Mardi Gras).</p>	1 2 3 4
A3.1.5	I	<p>During the permit application process, the system will provide a list of envelope routes that may be used for the vehicle/load combination from a trip origin to a trip destination. The user may select one of these routes.</p>	1 2 3 4
A3.1.6	I	<p>State users will be able to flag each envelope route as available during Holiday Blackouts (including Mardi Gras) or not available during Holiday Blackouts.</p>	1 2 3 4
A3.1.7	I	<p>The system will not display routes not available during Holiday Blackouts (including Mardi Gras) for trips that will be during the designated holiday periods.</p>	1 2 3 4
A3.1.8	I	<p>The system will allow system administrators to specify holiday blackout periods for any holidays that occur during the year when travel will be prohibited. The system shall not issue permits for travel during these periods.</p>	1 2 3 4
A3.1.9	I	<p>The system must check each pre-approved route presented to the user for travel between a specified origin and destination against the construction/incident restriction database to determine if construction/incident restrictions would prohibit travel of the vehicle / load on the move dates requested. If travel would be prohibited, the system must provide construction/incident start and end dates, and construction company contact information along with the route.</p>	1 2 3 4
A3.1.10	I	<p>House movers with loads over 18 feet high must be notified by the system that they must obtain permission from districts through which they will be traveling. The system should provide contact information for each of the districts from whom permission should be obtained.</p>	1 2 3 4
A3.1.11	I	<p>The system will allow state users to indicate if the envelope route contains no bridges. If the route does not have bridges, the permit application must be submitted to Bridge Rating for analysis if the GVW is greater than 254,000 lbs. For permits where the absence of bridges is not specified, the permit application must be submitted to Bridge Rating for analysis if the GVW is greater than 232,000 lbs.</p>	1 2 3 4
A3.2		<p>GIS Based Routing for state highways and interstate highways.</p>	
A3.2.1	II	<p>The system should use structure and roadway restrictions (lane widths, clearances, weight restrictions, etc.), the temporary restriction information (Section A6.1), mapping data (Section A5), and bridge data (Section A4) to analyze and approve/deny requested routes and also generate optimum and alternate routes provided a trip origin and destination, characteristics of the load, travel dates, permit type and routing priorities.</p>	1 2 3 4

A	Phase	Functional Requirements	Codes
A3.2.2	II	<p>DOTD permits do not provide authority for motor carriers to transport loads over city or parish roadways. The GIS based routing system, however, must assure that if a route contains unconnected state or interstate highways, a city or parish route exists between the two state/interstate highways over which the load may be moved. The GIS based routing system must also provide the contact information for the cities and/or parishes who have stewardship for the city/parish roadways that would need to be traversed. The issued permit will not include information on suggested parish/city routes, only the contact information from which to obtain authority to transport loads through the applicable parish/city.</p> <p>Should parish or city route travel be required to complete a trip, the system shall send an email to the city or parish to notify them of the trip. The system shall also identify parish and city structures that may be traversed and log them with the permit data. These data shall be available for state users in reports and on screen viewing as part of permit data.</p>	1 2 3 4
A3.2.3	II	System maintenance shall include an ongoing process for correcting routing decisions made by routing algorithms.	1 2 3 4
A3.2.4		Optional task: The system shall send emails to bridge and permits system administrators should the system identify any error or inconsistency with the GIS data.	1 2 3 4
A3.2.5	II	Provide authorized users the ability to refine and modify routing decisions made by the system by adjusting the factors being used.	1 2 3 4
A3.2.6	II	Automatically generate potential routes and evaluate them for all vehicles/loads requiring routing, based on origin and destination, vehicle and load characteristics, roadway configurations, roadway and structure restrictions (i.e. lane widths, structure postings), obstacles and other data. Origin and destination input may include origin address and destination address, mile/reference marker points, latitude and longitude, intersections, and border crossing points or a combination of these inputs.	1 2 3 4
A3.2.7	II	Allow for user input of requested route for a specified vehicle and load and analyze route. If not approved the system should provide reasons the route was not approved and generate alternate routes.	1 2 3 4
A3.2.8	II	The system shall use the full highway system, including on and off ramps and frontage roads for detouring instructions.	1 2 3 4
A3.2.9	II	Provide a method for authorized state users to override routing restrictions by designated route.	1 2 3 4
A3.2.10	II	The system shall be configurable to allow for authorized state users to approve GIS generated routes selected by customers or state permit specialists. Configuration should be by permit type and vehicle/load characteristics.	1 2 3 4
A3.2.11	II	The system shall provide a method for user selection, acceptance, or rejection of routes.	1 2 3 4
A3.2.12	II	Allow the user to print a final map and text directions (printer friendly) for the selected and approved route. Text directions shall include turn-by-turn directions, detours, and any special conditions / restriction statements. Directions shall match road signage. Directions shall include mile point and structure information where required for the customer to identify turns, specific restrictions, etc.	1 2 3 4
A3.2.13	II	The system shall store the generated route and associate it with the permit data for reporting purposes.	1 2 3 4
A3.2.14	II	Route analysis shall include bridge analysis for all bridges on the route. For additional bridge analysis descriptions, see Section A4.	1 2 3 4
A3.2.15	II	Accept, process, and evaluate a split, incomplete, or non-contiguous route that has been input for a single permit. Roadways not under DOTD stewardship shall be reflected as informational only. Provide notification to customer that the parish/city must be contacted for each parish/city area that needs to be traversed and provide contact information.	1 2 3 4

A	Phase	Functional Requirements	Codes
A3.2.16	II	Provide total and segment mileage for all routes generated.	1 2 3 4
A3.2.17	II	When generating routes, accommodate user requested “via” points. For example: Texas state Line to Mississippi state line via Baton Rouge.	1 2 3 4
A3.2.18	II	Provide user a means to name and save routes, along with vehicle/load characteristics. The saved routes may be accessed for future permit applications with similar vehicle/load characteristics and analyzed by the system for the current vehicle/load to be permitted.	1 2 3 4
A3.2.19	II	Road segments not approved for use during Holiday Blackouts shall not be presented to users as available road segments for routes that will be traversed during Holiday Blackouts.	1 2 3 4
A3.2.20	II	The system must check each route segment selected by the user against the construction/incident database to determine if construction/incident restrictions would prohibit travel of the vehicle / load on the move dates requested. If travel would be prohibited, the system must provide construction/incident start and end dates, and construction company contact information along with the route. The system should also provide alternate routes and available detours.	1 2 3 4
A3.2.21	II	If the user enters a move origin address and/or destination address not on state highways or interstates, the system shall provide the mileage to, and name(s) of the closest state routes.	1 2 3 4
A3.2.22	II	The system must allow both state and industry users to view the top ‘X’ best routes available for the trip origin, destination, and vehicle and load characteristics, where ‘X’ may be determined by the user. These routes will be displayed in a list, with summary route information and mileage. The user will be given the option to view available routes on a map (See mapping Section A5).	1 2 3 4
A3.2.23	II	The GIS module must include information on cantilevered structures (such as moveable traffic signal supports) and the truck dimensions that could successfully weave through the structure.	1 2 3 4
A3.2.24	II	GIS routing module will consider information on turning radii, where it is abnormally restricted (such as in a round-about and known U-turns locations), prior to generating a route	1 2 3 4
A3.2.25	II	The GIS routing and envelope routing modules will provide location information on excessively high at-grade railroad crossings for all routes. These routes will not be available for a trip if lowboy trailers or other low clearance vehicles are being used by the customer for the trip. Routes not acceptable for the vehicle clearance shall be indicated and alternate routes and/or detours indicated.	1 2 3 4
A3.2.26	II	Conversion of Envelope Routes to GIS based saved routes. The system shall convert envelope routes to GIS based routes, or the system must allow a state user to create or modify GIS based routes to be equivalent with previously used envelope routes. The resulting GIS based routes will be saved in the system, and referenced to the envelope route. The reference will be used in generating reports containing past permits that incorporated envelope routes, and new permits that incorporate GIS based routes. The resulting GIS based routes will be saved in the system database and will be available for selection by motor carriers.	1 2 3 4
A3.2.27		Optional Task: The system shall have the ability to route vehicles in the opposite direction of traffic. This option will only be available to state users.	1 2 3 4
A3.2.28		Special Routing Requirements for loads that require bridge analysis	
A3.2.28.1	II	For loads requiring bridge review, the GIS system shall route by the best available route and, according to requirements in Section A4, analyze the structures on that route. Route information and bridge analysis results shall be available for viewing by Transportation Permitting and Bridge Rating.	1 2 3 4
A3.2.28.2		Optional Task: Upon receipt of data generated by the system performing requirement A3.2.28.1, the system shall provide the state user the option to run “next best route”.	1 2 3 4

A	Phase	Functional Requirements	Codes
A3.2.29	II	<p>For state users, where tunnels exist that may not be used by the vehicle/load in the route and where an alternate route exists by routing against the flow of traffic, the system shall identify these structures.</p> <p>Manual routing may be required in the above conditions, and in other cases. When manual routing is required, the system shall allow the route information to be stored with the system and be useable in all reports.</p>	1 2 3 4
A3.2.30		<p>Optional Task: For state permit supervisors and bridge personnel, the system shall, at user request, route a vehicle in the opposite direction of the flow of traffic and shall provide information on the roadway segments and structures where the opposite direction routing occurred.</p>	1 2 3 4
A4		Bridge Analysis	
A4.1	I	<p>Phase I implementation of the bridge analysis module will require that permit applications with bridges on the selected route be reviewed by bridge rating if:</p> <ul style="list-style-type: none"> • The GVW is greater than 232,000 lbs • The GVW is less than or equal to 232,000 lbs but configured in such a way that the vehicle/load does not meet the requirements listed in the <i>Louisiana Regulations for Trucks, Vehicles, and Loads</i>. (see https://perba.dotd.louisiana.gov/welcome.nsf/RegBook2012) <p>For permits with bridgeless routes, GVWs greater than 254,000 lbs will require review by Bridge Rating.</p>	1 2 3 4
A4.2	II	<p>For Phase II implementation the system will perform bridge analysis based on bridge restrictions in the permit system restriction module. After this analysis is performed, the system will transmit route and vehicle/load information to VIRTIS for analysis for any bridge that did not pass in restriction analysis. Both of these analyses will be performed for all GVWs over 80,000 lbs.</p> <p>Automated bridge analysis without bridge analyst intervention will occur on bridges for GVWs over 80,000 lbs up to 254,000 lbs. For GVWs over 254,000 lbs, the bridge analysis module will analyze bridges, but then allow a bridge analyst to review the analysis of the bridges and perform further manual analysis before the permit is issued. The weight at which permits must be manually analyzed shall be configurable in the system.</p>	1 2 3 4
A4.3		<p>Optional Task: The system shall interface with the Influence Line Program and the TimberC and Steel bridge analysis programs for bridge analysis. Interface details for these systems shall be determined during the design phase for this task.</p>	1 2 3 4
A4.4	II	<p>The bridge analysis module will analyze bridges with the actual vehicle and load on the permit application. The system shall not use approximations or vehicle/load models in analyzing the bridges.</p>	1 2 3 4
A4.5		<p>Optional Task: For each bridge analyzed the system will flag the analysis results with the following flags:</p> <ul style="list-style-type: none"> • Further Evaluation Flag – This flag will be placed on bridges where there is insufficient information for successful bridge analysis, or the bridge analysis module has determined further evaluation is needed. • Bridge Load Issue Flag – this flag will be placed on bridges where the system determined that there are load issues • Load approved Flag – this flag will be placed on bridges where the system determined the vehicle/load may traverse the bridge. <p>A list of all structures evaluated and the corresponding flags shall be stored with the permit application data in the system.</p>	1 2 3 4
A4.6		GVW over 80,000 lbs up to 254,000 lbs.	1 2 3 4

A	Phase	Functional Requirements	Codes
A4.6.1	II	Regardless of the result of the bridge analysis, the system shall not require bridge analyst intervention prior to the issuance of the permit. Instead, the system shall store information on routes, bridges analyzed, and automated bridge analysis results. This information shall be available for reports for Bridge Analysts.	1 2 3 4
A4.6.2		<p>Optional Task: The system shall categorize and store all analyzed routes for vehicles/loads as red, yellow or green routes.</p> <ul style="list-style-type: none"> • Green routes – roadway segments where all loads and bridges analyzed by the bridge analysis module were approved. • Yellow routes – roadway segments where some vehicles/loads were not approved for some bridges. • Red routes – roadway segments where nearly all loads and bridges analyzed failed. <p>Configuration of parameters (weight ranges, percentages of failures) to determine red, yellow, and green routes shall be set by the state and configurations shall be easily modified by the state at any point.</p>	1 2 3 4
A4.7		Bridge Analysis Interface for permit applications requiring Bridge Rating review.	1 2 3 4
A4.7.1	I	Upon receipt of an application from a motor carrier web user or state permit specialist where Bridge Rating review is required, the system shall perform the function described in A4.7.2. Thereafter, the system shall place the application in a Bridge Rating queue and shall notify the bridge analysis group (through email) that an application requiring their review and analysis is in the queue.	1 2 3 4
A4.7.2	II	The application information shall not be placed in the Bridge Rating queue until the system has performed automated bridge analysis.	1 2 3 4
A4.7.3	I	The bridge analyst shall be able to access the application data by selecting a link provided in the email (See requirement A4.7.1) or by entering the permit system and typing the permit application number, or by viewing the entire queue of permits awaiting bridge analysis review (See requirement A4.7.5	1 2 3 4
A4.7.4	I	<p>When accessing data from a specific permit, the bridge analyst may choose to view the data in standard permit format, as viewed by permit specialists, or may elect to have the permit system import the data into the bridge analysis software (VIRTIS). Two VIRTIS import data set options will be provided by the permit system:</p> <ul style="list-style-type: none"> • The Standard data set will include axles, axle weights, axle distances, and tire sizes. • The Non-standard data set, for more complex analysis will include all data elements in the standard data set and in addition will include width information/tire spacing for each axle. <p>Bridge Rating uses naming conventions to track data.</p>	1 2 3 4

A	Phase	Functional Requirements	Codes
A4.7.5	I	<p>At any point, a bridge analyst or permit specialist may be able to view a summary of the entire queue of permit applications awaiting bridge analyst review. For each permit application the following data should be available in the queue summary:</p> <ul style="list-style-type: none"> • Bridge review request number (system assigned) • Application date • Priority (the system shall present the priority ranking if specified by permit supervisors) • Customer number • Customer name • GVW • Route • Dimensions • Origin • Destination • Commodity (Make, Model, serial number) • Maximum axle weight (bridge rating enters) • Primary district (bridge rating enters) • Primary road (bridge rating enters) • Power unit license number • Commodity serial number • Letter date • Approval / rejection date • Rejection reason • Origin • Destination <p>The user should have the capability to filter or search the queue based on any of the above data fields and a date range. The queue will be printable as a report.</p>	1 2 3 4
A4.7.6	I	<p>Once a bridge analyst completes the review of a permit application, the system will allow the analyst to approve or reject the application. If the application is approved, the bridge analyst shall be able to enter any restrictions on the transport of the load. If the application is rejected, the bridge analyst will be required to enter the reason for the rejection. When a bridge analyst rejects an application, the system will request that the analyst enter any alteration to the route (such as detouring around a bridge) or vehicle (such as adding an axle) that the customer could make to obtain route approval.</p>	1 2 3 4
A4.7.7	I	<p>When a permit application is approved or rejected by Bridge Rating, the system shall immediately notify the permit specialist assigned to the permit of the rejection or approval of the permit application (through email or pop-up notification). The permit specialist will be able to access the permit information by selecting a link provided in the email or pop-up, or by entering the permit system, selecting the permit in the bridge analysis queue or by issuing a search request for the permit based on the permit application number.</p>	1 2 3 4
A4.7.8	I	<p>When a permit application is approved by Bridge Rating the system will provide a draft letter for bridge analysts to edit. The draft letter shall pre-populate the company name, weight and route for the permit and any other data where the data is available in the database. The letter will be editable by a bridge analyst who will add restrictions, bridge analysis cost, requirements for traversing structures and any responses for the roadway department.</p>	1 2 3 4
A4.8	II	<p>The permit system vendor shall have the capability to receive data from multiple state databases and files for bridge data. The permit system shall not change data in the state sources, nor change state data once it is imported into the permit system bridge module.</p>	1 2 3 4

A	Phase	Functional Requirements	Codes
A4.9	I	Any bridge analysis costs shall be added to the permit cost in the system and shall be identified as a cost due to bridge analysis.	1 2 3 4
A4.10	II	Based on the major roadway segment selected by the GIS based route for the permit, the system shall assign a primary roadway and primary district in the bridge analysis queue instead or requiring manual input for these data elements. The system shall also automatically calculate bridge analysis fees based on the successful automated manual bridge analysis and bridges requiring manual analysis.	1 2 3 4
A4.11	II	Should one or more bridges fail to pass the analysis on the only route available to a customer, the system shall provide the customer with an automated means to request a manual bridge analysis of the route.	1 2 3 4
A5		Mapping	
A5.1	II	<p>The system should provide a complete map of Louisiana Interstates, State Highways, and parish, city, and local routes, including directional details for all exit ramps, on ramps, frontage roads, and other access roads, as well as other attributes required for routing such as reference mile points, structure restrictions, structure locations, detour availability, lane width, road ratings, turn restrictions (such as roundabouts), official U-turns, and location of excessively high at-grade railroad crossings.</p> <p>Data for the maps may be imported, where available, from Louisiana state GIS and Bridge Inventory data sources. Appendix E contains a list of state data resources that are currently and potentially available to the permit system routing and mapping modules.</p>	1 2 3 4
A5.2	II	<p>Resolve incorporation of multiple disparate Louisiana map data sources. Additionally, identify source, source viability, and integration issues approach for data not available from LA DOTD but required to complete the map system as defined in A5.1. The mapping management solution should provide:</p> <ul style="list-style-type: none"> • An automated approach mechanism for integration and use of multiple data sources • Resolution of spatial issues between data sources • Geographically/spatially accurate maps ; +/- 5 meters or better. 	1 2 3 4
A5.3		<p>Optional Task: Where state data sources are not adequate to provide the information specified in Requirement A5.1, the vendor shall assist the state in gathering the roadway/structure information to support the requirements in this RFP. Any data which the vendor assists the state to acquire shall be solely the property of Louisiana. Appendix E details data available / not available through current state resources.</p> <p><i>Instructions to Offerors: In the cost proposal, Item #5 (see Attachment IV) list each type of data not currently available to Louisiana as specified in Appendix E, as a separate line item.</i></p>	1 2 3 4
A5.4		Optional Task: Include maintenance plan approach for ongoing vendor provided scheduled roadway network updates/corrections.	1 2 3 4
A5.5	II	Provide capability for permit system map updates from LA DOTD mapping data sources. See Appendix E for formats available from Louisiana systems.	1 2 3 4
A5.6	II	All roads and structures on the map must be identifiable by all names assigned to the roadways.	1 2 3 4
A5.7	II	The maps shall have a stewardship layer to indicate stewardship for the roadway (state, parish, city). The maps shall have contact information for the steward of each roadway on the map.	1 2 3 4
A5.8	II	The maps shall have a LA DOTD district layer to indicate district authority for each roadway. The maps shall have contact information for each district. For example: House movers with loads over 18 feet high must be notified by the system that they must obtain permission from districts through which they will be traveling. The system should provide contact information for each of the districts from whom permission should be obtained.	1 2 3 4

A	Phase	Functional Requirements	Codes
A5.9	II	Maps shall use universal icons to aid drivers who speak languages other than English. Driving instructions shall be available in English as the default. Customers may specify Spanish if they prefer driving instructions in Spanish.	1 2 3 4
A5.10	II	The map shall include temporary restrictions for the permit time frame due to constructions or incidents. Information on the temporary restrictions will be available to map users as an overlay or when selecting route segments or querying route segments.	1 2 3 4
A5.11	II	Mapping shall have a structure and roadway restriction layer that shall be associated with roadway segments and mile points in the layer.	1 2 3 4
A5.12	II	Mapping shall be easy to use and be interactive (immediate response to user actions/requests).	1 2 3 4
A5.13	II	Should the user select a structure, the system shall display restriction information and any other information available for that road segment or structure. This data may be imported from the state's Master Structure File. (STRM). Updates will need to occur periodically.	1 2 3 4
A5.14		Optional Task: The system shall provide a mapping layer that allows for customer provided information or notes on barriers, cautions, etc.	1 2 3 4
A5.15		Optional Task: The system shall have the capability for state users to add additional obstacles such as signs, trees, wires, traffic signals, etc. as data becomes available.	1 2 3 4
A5.16		Optional Task: The system shall have the ability for state users to add information on sight distances at entrance ramps, as well as grade and curvature of ramp.	1 2 3 4
A5.17		Optional Task: Inclusion in the map of roadway pavement ages and types.	1 2 3 4
A5.18		Optional Task: The system shall automatically link to the state Master Structure File (STRM) each time the user selects a structure on the map, and provide structure information as specified in requirement A5.13.	1 2 3 4
A5.19		Optional Task: Mapping shall include tools to measure distance, area, and have longitude and latitude trackers.	1 2 3 4
A5.20		Optional Task: the system shall display images of each structure, if available from the state, when a structure is selected by a user.	1 2 3 4
A6		Temporary and Permit Restrictions	1 2 3 4
A6.1		The system shall support the data entry of temporary roadway restriction data due to construction or roadway incidents.	1 2 3 4
A6.1.1	I	Provide a user interface accessible through the Internet for authorized users at multiple locations to create, edit, or modify temporary roadway restrictions. Also allow users to indicate the envelope routes that will be affected by the restriction. Restrictions will designate lane and direction of travel, start and end dates/times, lane width restrictions, road/ramp closures, etc.	1 2 3 4
A6.1.2	II	Add to the interface specified in A6.1.1 the ability for authorized users to enter restriction information, including location. The restriction shall take immediate effect on all permit routing for trips that will occur during the restriction time frame.	1 2 3 4
A6.1.3	I	Temporary roadway restriction input will be allowed for authorized users only. The system will time/date stamp all input and also store the user name and the data modified with each alteration of the data.	1 2 3 4
A6.1.4	I and II	Provide a mechanism for testing single restrictions or collections of restrictions to assure they produce the correct routing results. Offeror Instructions: Price Phase I and Phase II activities separately in the cost worksheet in Attachment IV.	1 2 3 4
A6.1.5	I	Prior to the scheduled termination of a restriction, the system will send an email to the restriction owner and request that the termination date be confirmed or updated. The system shall allow state system administrators to indicate when (in number of days prior to restriction termination) to transmit the email to the restriction owner.	1 2 3 4

A	Phase	Functional Requirements	Codes
A6.1.6	I	The restriction management module will interface with the envelope routing module as specified in requirement A3.1.9.	1 2 3 4
A6.1.7	II	The restriction management module will interface with the mapping and GIS routing modules as specified in requirement A3.2.1.	1 2 3 4
A6.1.8		Optional Task: The system will allow for the import of construction and incident restrictions from state systems.	1 2 3 4
A6.1.9	I	Many permits are purchased in advance by Louisiana permit customers. Should a temporary roadway restriction be input into the system after procurement of a permit that would affect travel between the permitted move dates, the system will generate a restriction alert. The restriction alert will automatically be emailed to the permit customer.	1 2 3 4
A6.2	I	The system will allow state users to enter construction zone permission information. These permissions are provided by the construction company to the trucking company and allows travel through a construction zone. These permissions are often granted if no other route is available to the trucking company for the transport of the load. The permissions the trucking company obtains are reported to DOTD.	1 2 3 4
A6.3		Permit Restrictions	
A6.3.1	I	The system shall provide a user interface for authorized state permit specialists to create, edit, or modify permit restrictions by permit type and characteristics of the vehicle/load, such as GVW, load dimensions, route types and vehicle characteristics.	1 2 3 4
A6.3.2	I	Restrictions that apply to specified permit types, route types, loads, load dimensions, or vehicle types, or general restrictions should automatically be included on each permit for which the restriction applies.	1 2 3 4
A7		Reporting. The Selected vendor may choose to combine any of the following reports, where feasible.	
A7.1	I	The system shall include all reports detailed in Appendix C.	1 2 3 4
A7.2	I	When executing a report for a user, the system must be able to include all data for the current calendar year and the three prior calendar years. Older data may be archived, but should be available for restoration to the system upon request, and once restored, shall be searchable and available for inclusion in reports.	1 2 3 4
A7.3	I	The state requires that 6 years of data be migrated from the states existing system to the system installed by the selected vendor. All data migrated to the selected vendors system older than the time period specified in A7.2 may be stored in the selected vendors archive system. All other data shall be searchable and available for inclusion in all reports. The system must be capable of seamlessly including both migrated data and native data together in reports.	1 2 3 4
A7.4	I	All reports shall list all inputs and filters used in report generation and shall include the date and time of report generation. All reports, unless otherwise specified, shall initially be rendered on the screen and then printed only upon user request.	1 2 3 4
A7.5	I	For specified reports listed in Appendix C and in this section of the requirements (Section A7), clicking on a column header on a screen rendered tabular formatted report should sort the report based on the column clicked in ascending (and on alternate clicks – descending) order.	1 2 3 4
A7.6	I	For specified reports listed in Appendix C and in this section of the requirements (Section A7), each screen rendered tabular formatted report must allow searching for a value in each column by allowing the user to enter a column value. The system should page to and highlight the value if found.	1 2 3 4
A7.7	I and II	All reports should be exportable to Adobe PDF and Microsoft Excel format. The user may choose either format for a report. Alternately, the user may choose to set a default format for all reports he/she generates. Instruction to Offerors: Cost proposal shall separate costs for Phase I and Phase II activities.	1 2 3 4

A	Phase	Functional Requirements	Codes
A7.8	I	On large reports, should the user request a printout of the report, the system will provide information on the length of the report and ask if the user is sure a printout is required. Only if the user responds in the affirmative shall the report be printed. The system shall also give the user the option to print only selected pages from the report.	1 2 3 4
A7.9	I	Additional Automated Reports.	1 2 3 4
A7.9.1		Optional Task: Trips/Routes Report - will contain, for the roadway or routes specified, the weight of loads transported over the route over a specified time period.	1 2 3 4
A7.9.2		<p>Optional Task: Surety Bond Reports – will present the status of each customer’s surety bond, including all additions, adjustments, and subtractions made over a specified period of time.</p> <ol style="list-style-type: none"> 1. The first report shall include the balance forward, the date each deposit was made, the PIV number, and the amount. It shall also include refunds and show the date of the refund, the check number and the amount of the refund. Net deposits shall also be shown. Total funds (balance forward plus all net deposits shall be provided at the bottom of the report. 2. The second report shall show transactions and status of total net deposits for each month over a specified period of time. This report shall also show all deposits and refunds for each month. An example is shown in Appendix C. <p>These reports shall be available to DOTD Financial Services and Transportation Permitting.</p>	1 2 3 4
A7.9.3	I	Permits Issued by Specialist – will display the number of permits processed by each permit specialist by permit type over a user specified period of time. Report should also include the number of permits requiring supervisory approval and the number of permits requiring bridge analysis.	1 2 3 4
A7.9.4		Optional Task: Known Violations Report – will display a list of all known permit violations over a user specified period of time.	1 2 3 4
A7.9.5	I and II	<p>Holiday Blackout Routes – the report will list all routes, road segments not available during holiday blackouts.</p> <p>Instructions to Offeror: List Phase I and Phase II costs separately in cost proposal.</p>	1 2 3 4
A7.9.6	I and II	<p>Construction Report: The system will provide a report that lists all routes and road segments with construction in progress.</p> <p>Instructions to Offeror: List Phase I and Phase II costs separately in cost proposal.</p>	1 2 3 4
A7.9.7	I	Construction zone permissions – this report will list all the trucking companies that have received permissions to travel through a construction zone, the date(s) of the travel through the construction zone, and the permit numbers. Report shall be filterable by past, present, or future permissions (or any combination), company, construction zone, time period, and construction company. Report shall comply with requirements listed in A7.5 and A7.6 and shall include links to access the permit data and customer data.	1 2 3 4
A7.9.8		Optional Task: Construction Rerouting Report: Generate report of permitted loads requiring rerouting due to temporary roadway restrictions.	1 2 3 4
A7.9.9	I	Introduced Restrictions Report: Generate report of existing permits impacted by introduced temporary restrictions over a user specified period of time.	1 2 3 4
A7.9.10	I	Temporary Restrictions by District: Generate report of temporary restrictions by district.	1 2 3 4
A7.9.11		Optional Task: Mileage Changes due to temporary restrictions: Generate report, over a specified time period, for mileage over optimum routes, and alternates routes generated due to restrictions. This report should be available for both state permit specialists and customers.	1 2 3 4

A	Phase	Functional Requirements	Codes
A7.9.12	I	Allow customers to generate reports based on account user activity, including permits pending, permits paid and payment method for a user specified period of time. Customer account administrators will be able to view all data for the customer account. Data presented will include the account user name for each permit in the list. Account users will be able to view all data for their user account.	1 2 3 4
A7.9.13	I	Supervisor Daily Transaction Report: The system will generate an end of day draft summary of transactions at the request of each supervisor. The report will indicate if all permit specialists under their supervision have completed closeout.	1 2 3 4
A7.9.14	I	The system will generate an end of day final summary of transactions at the request of each supervisor. The report will indicate the funds collected, the person that collection the funds, the type of transaction (cash, credit card, check), and payment details.	1 2 3 4
A7.9.15		Optional Task: The system will generate a report for DOTD Financial Services that specifies the distribution of funds received into the appropriate state funds. Samples of these reports may be found in Appendix C.	1 2 3 4
A7.10	II	GIS based routing / mapping / bridge reports	1 2 3 4
A7.10.1		Optional Task: The system shall generate a report of roadway segments between locations and provide the current standing as green, yellow, and red. Report shall include a map of Louisiana roadways and color roadway segments as red, yellow, and green. The report shall include the current associated vehicle and load characteristics for each type of route.	1 2 3 4
A7.10.2		Optional Task: The system shall generate an on-demand report showing all current red, yellow and green bridge routes and associated vehicle and load characteristics.	1 2 3 4
A7.10.3	II	Generate usage statistics (increased loading over periods of time, heavier usages, etc.) for specified infrastructure components during user specified periods of time.	1 2 3 4
A7.10.4	II	Generate report of temporary restrictions by centerline miles over a user specified time period	1 2 3 4
A7.10.5		Optional Task: Generate report of bridges showing the number of times each bridge has been flagged for further evaluation (See Requirement A4.5) and the corresponding loads that caused further evaluation to be required.	1 2 3 4
A7.11		Ad-hoc reporting.	
A7.11.1	I	The system shall provide user friendly query functions for users to generate ad-hoc reports without technical assistance	1 2 3 4
A7.11.2	I and II	The system shall provide the capability for users to generate reports for any given time period, permit type, highway segments, envelope routes, or structures traversed. Instructions to Offerors: Cost proposal shall separate costs for Phase I and Phase II activities.	1 2 3 4
A7.11.3	II	The system shall provide the capability for users to generate usage reports for roadway segments, lanes, bridges, and other elements and to compare usage between routes and/or segments.	1 2 3 4
A7.11.4	I	The system shall provide the capability for users to generate envelope route roadway segment usage by district.	1 2 3 4
A8		Configuration	
A8.1	I	System Administrators will be allowed to enter days for which single trip permit travel may not take place (holiday blackout permits). The configuration will be based on vehicle/load characteristics and/or permit type.	1 2 3 4
A8.2	I	System administrator will be allowed to configure the type of approval (permit specialist or supervisor) and number of state persons required to approve a proposed envelope route.	1 2 3 4

A	Phase	Functional Requirements	Codes
A8.3	II	Authorized state users shall be able to configure the system to allow for automated permit issuance when the customer has selected a GIS based route. The configuration will be based on specific vehicle characteristics and loads and permit types. If the permit type and vehicle/load characteristics have not been authorized for automated permit issuance, the system will require state permit specialist review prior to issuing the permit to the customer.	1 2 3 4
A8.4	II	Authorized state users shall be able to specify roadway segments that cannot be included in GIS generated routes for trips occurring during Mardi Gras.	1 2 3 4
A8.5	I	State administrators shall be able to specify the number of days prior to temporary restriction termination that the system should send a notification/confirmation email to the owner of the restriction.	1 2 3 4
A8.6	I	The system will allow users to specify a default report format (Adobe PDF or Microsoft Excel) for all reports output by their account. In the absence of this default setting for the user, the system will request the type of report desired prior to exporting/generating each report.	1 2 3 4
A8.7	I	The system will allow system administrators to configure permit specialist load management criteria by permit type and current pending permits assigned to each permit specialist.	1 2 3 4
A8.8	I	The system will allow system administrators to turn on or off CVIEW checks of registration status and carrier out of service status.	1 2 3 4
A8.9	I	The system will allow system administrators to turn on or off CVIEW automatic population of data for carriers and vehicles when the user enters USDOT/TIN or plate number.	1 2 3 4
A8.10	I	The system will allow system administrators to specify permits which will require supervisory approval. Configuration will be by permit type, vehicle/load height, vehicle/load width and vehicle GVW or any combination of these 4 characteristics.	1 2 3 4
A8.11		Optional Task: The system will allow Bridge Design users to configure parameters to determine yellow, red, and green routes.	1 2 3 4
A8.12	II	The weight, at which all routes must be manually analyzed by bridge analysis regardless of the success of automated system bridge analysis, shall be configurable by the system administrator.	1 2 3 4

4.2 Permit System Technical Requirements

B1		System Requirements	
B1.1	I	All state data stored in the permit system are the property of the state.	1 2 3 4
B1.2	I	Database Requirements. The system shall use a relational database to store all permit data associated with the system.	1 2 3 4
B1.3	I	System data storage using a currently supported version of DB2 or SQL server database is preferred.	1 2 3 4
B1.4	I	A currently supported Windows Operating system for the server is required.	1 2 3 4
B1.5	I	Network communications are TCP/IP Protocol	1 2 3 4
B1.6	I	The system shall allow state users at multiple locations and multiple motor carrier customers at multiple locations to use the system concurrently. All data from all users will be stored in a central database location and will be accessible to other authorized users.	1 2 3 4
B1.7	I	Web components of the system for use by motor carrier customers should operate correctly on all major web browsers. Vendors should state the web browsers and versions supported by their systems. For web components used by state users, the system must support Microsoft Internet Explorer Version 7 or later.	1 2 3 4
B1.8	I	System screens should be resizable, so that the user may be able to view the permit system screen and screens for other systems on the computer monitor simultaneously.	1 2 3 4
B1.9	I	Printing Requirements. The system will provide for printing of permits and reports on laser and inkjet printers.	1 2 3 4
B1.10		Optional Task: The GIS routing / mapping system will be available for use by all state customers for routing of legal weight vehicles, information on restrictions, and other information available in the routing and mapping system.	1 2 3 4
B1.11	I	In response to this requirement the vendor shall specify any deviations, and reasons for the deviation, if applicable, of their system from the <i>DOTD GIS Application Development Standards</i> found at http://gis.dotd.la.gov/Info/Help/GISAppStandards.aspx . Vendor deviations will not disqualify vendors from consideration as the permit system is not required to be completely assimilated into the DOTD GIS infrastructure, only to receive data from the state's GIS resources.	1 2 3 4
B2		System Security and Data Quality	
B2.1	I	Web browser requirements –a Verisign certificate must be kept up to date and https shall be used for sensitive data, such as payment information.	1 2 3 4
B2.2	I	System Security, Robustness, Usage Tracking, and Data Quality	1 2 3 4
B2.2.1	I	System Access. The following system access requirements shall be met:	1 2 3 4
B2.2.1.1	I	A valid account number and password must be entered and verified prior to gaining access to the system.	1 2 3 4
B2.2.1.2	I	Access to the system will be locked for an account, when the attempts to sign on exceed a specified number. For internal state users, if three sequential unsuccessful attempts are made the account will be locked. For external customers, if 5 sequential unsuccessful attempts are made, the account will be locked. Accounts will remain locked until unlocked by a user ID administrator.	1 2 3 4
B2.2.1.3	I	Account status will be maintained on the system and will be verified prior to allowing access to the system	1 2 3 4
B2.2.1.4	I	A facility must be provided to allow the Account holder to modify his/her password on demand.	1 2 3 4

B2.2.2	I	Security Groups should be available under which user IDs can be assigned. The security groups will establish data access rules for the users in that group. Access rules for groups should be editable as needs may change over time. Data access rules for groups will dictate the permit types, reports, and administrative functions that may be accessed by state users and motor carriers.	1 2 3 4
B2.2.3	I	Active Directory shall be used as the internal user security model. For exterior customers, either Active Directory or application based security shall be used.	1 2 3 4
B2.2.4	I	Database Security: Password protection is needed to ensure the integrity of the database.	1 2 3 4
B2.2.4.1	I	Each database operator will be required to enter a unique password before accessing the system with user access identifiable within security reports. Password changes should be available to users at user request	1 2 3 4
B2.2.4.2	I	The database and or file level security will identify each operator authorized to use a secure library or data file with identification of the level or access allowed	1 2 3 4
B2.3	I	Menus not available to users due to security settings shall not be displayed to the user.	1 2 3 4
B2.4	I	The system shall track all system activity by the user ID	1 2 3 4
B2.5	I	The system documentation shall provide a recommended disaster recovery plan.	1 2 3 4
B2.6	I	Data Quality: Data quality procedures must include the following:	1 2 3 4
B2.6.1	I	Validation of incoming data should be automatic.	1 2 3 4
B2.6.2	I	Time / date and user id stamps will be used in database tables to track all inserts, deletes, and updates.	1 2 3 4
B2.6.3	I	Roll back recovery must be provided to ensure rollback of transactions that did not complete successfully.	1 2 3 4
B2.6.4	I	Transaction Statistics: It is required that system-to-system transactions statistics be available for reporting the number of transactions performed, transactions started and not completed, the number of error messages received by type, transaction time end to end, and other transaction statistics for monitoring and reporting capabilities. Data retention will be determined during the detailed design phase.	1 2 3 4
B2.7	II	The system shall have the capability to obtain information from multiple state bridge, GIS, and map databases without changing the source data in the state system. It shall secure data from these sources so that this data may also not be changed in the permit system.	1 2 3 4
B2.8	I	Backups: System backup procedures will include weekly full back-ups and daily incremental backups. Proposers shall include recommended back-up procedures for the system.	1 2 3 4
B3		Test Environment and System Performance	
B3.1	I	Test Environment: A test environment shall be available for testing and training for all systems / subsystems implemented. The test system may be at the vendor location or at the LA DOTD. This test system must remain in operation beginning at Phase I acceptance testing and all times thereafter, allowing the Louisiana state permit personnel to test software updates and new releases. If the vendor is providing a hosted test server, the vendor must describe how all system interfaces will be tested on the hosted test environment.	1 2 3 4
B3.2	I	System Performance: the following system performance requirements shall be met.	1 2 3 4
B3.2.1	I	Interactive response time will be virtually "immediate"	1 2 3 4
B3.2.2	I	The application should be available 24 hours a day, 7 days / week	1 2 3 4

B3.3	I	If more than one server is being used, offerors should describe how data synchronization will be maintained.	1 2 3 4
B3.4	I	System Response Times: At no time during the term of this contract shall the system experience more than four (4) seconds between screens or screen updates. Route generation shall be accomplished as quickly as possible but in not more than thirty (30) seconds.	1 2 3 4
B3.5	I	Downtime: downtime shall not exceed 0.07%. The downtime stated is time the system or its interfaces are unavailable for necessary system operations due to permit system failure. LA network communications failure shall not be considered in calculating this downtime.	1 2 3 4
B3.6	I	The vendor shall perform performance testing on the permit system during peak hours of operation to assure performance requirements are met.	1 2 3 4
B4		Data Migration	
B4.1	I	The selected vendor will be responsible for the migration of past permit data into the permit system supplied by the selected vendor. Past data will be available for all the operations (i.e. permit duplication and editing, reporting etc.) of the system just as permits entered into the selected vendor's system. Both pre-existing and new permit data will be capable of being seamlessly combined into single pre-defined reports and ad hoc reports. Appendix D provides the DB2 database layout for the tables to be imported. DB2 allows export to comma delimited files, text files, Excel, and Microsoft Access.	1 2 3 4

Appendix A – Permit Types.

DOTD issues 28 different permit types for commodities being transported over Louisiana State Highways and Interstates. In addition, Louisiana issues Western Regional OS/OW permits, and Southern Regional OS/OW permits.

- Permits are issued only for transport of loads over state highways and interstate highways.
- Permits issued for the transport of loads where the gross vehicle weight is less than or equal to 232,000 lbs do not need review by the Bridge Rating Section unless the vehicle is configured in such a way that the vehicle/load does not meet the requirements listed in the *Louisiana Regulations for Trucks, Vehicles, and Loads*. (see <https://perba.dotd.louisiana.gov/welcome.nsf/RegBook2012>).
- Overweight loads over 232,000 lbs to be transported over Louisiana highways must be reviewed and approved by the Bridge Design department, if the load will be transported over bridges.
- All overweight loads over 254,000 lbs must be reviewed and approved by the Bridge Design department.
- Self Issue Permits are available for customers who are bonded and for customers requesting size only permits. These permits are provided to customers in booklets.

The successful Proposer must be able to meet the data entry, fee calculation, permit generation and volume requirements for each permit type.

Table A-1 describes each permit type, the number of permits issued annually, the associated fees, and indicates if routing is required. Exhibit A-2 lists the data elements required for permits and Exhibit A-3 provides images of sample permits.

Table A-1. Permit types, fee calculations, routing requirements, and number of permits issued in 2011.

Permit Type	Purpose	Fees – Calculated (C) , Fixed (F)	Routing Required	2011 Annual Volume
Harvest Season / Natural Forest Products	For transport of farm or forest products in their natural state. Valid for GVW up to 86,600 on non-interstate highways, and 83,400 on interstates. Valid for one calendar year (January 1 through December 31).	F - \$10.00	No	7772
Oversize Only – Single Trip	For vehicles and loads that exceed the legal limitations on length, width, and height. See Note 1.	(F) - \$10.00 per day per trip	Yes	92022

Permit Type	Purpose	Fees – Calculated (C) , Fixed (F)	Routing Required	2011 Annual Volume
Mobile Home/Office Oversize	For transport of mobile homes/offices. Permit allows transport for 72 hours, in daylight only.	(F) - \$10.00	Yes	27634
Monthly Oversize	Monthly permits for the transport of loads that exceed the legal limitation on length, width, and height.	(F) - \$10.00 per day	Yes	21
Forest Product	For transport of pulpwood and plywood bolts on non-interstate highways. Loads cannot exceed 9 ft in width. Permit valid for one year from permit start date.	\$10.00	No	53
Forest Management	For logging equipment only, not for general construction equipment. Valid for travel on non-interstate highways. Permit valid for one year from permit start date.	\$10.00	No	205
Pleasure Craft	For transport of privately owned pleasure craft together with the trailer on non-interstate highways. Load cannot exceed 10 feet in width. Permit is valid for 30 consecutive days.	(F) - \$10.00	No	7
Overweight (including size) Single Trip	For transport of indivisible vehicles and loads which exceed the legal limitations on axle group weight or GVW and may also be oversize. Permit is valid for 5 days.	(C) – Priced by overweight amount of axles, GVW and mileage. See Note 1.	Yes	142981
Steering Axle	For equipment used primarily off-road, for example a rig-up truck. Good for 24,000 lbs on a single steering axle, 34,000 lbs on a tandem steering axle. Can be up to 10 feet wide.	(F) - \$15.00	No	47

Permit Type	Purpose	Fees – Calculated (C) , Fixed (F)	Routing Required	2011 Annual Volume
	Permit is valid for 1 year from permit start date.			
Waste Vehicle	For waste disposal trucks with single axles on the rear. Permit is valid for up to 23,000 lbs on rear axle. The truck must have been in actual use in Louisiana by January 1, 1977. Permit is valid for 1 year from permit start date, and is valid for non-interstate highway travel.	(F) - \$10.00	No	0
Refuse	For vehicles and combinations of vehicles to transfer commercial / household trash on non-interstate highways. Valid for up to 108,000 lbs on 5 axles, 120,000 lbs on 6 axles. Valid for one year from permit start date.	(F) - \$1000.00	No	61
Timber Cutting / Logging Equipment	For vehicles, vehicle combinations with a minimum of 18 wheels to transport up to two pieces of company owned timber cutting / logging equipment and trailer from one jobsite to another on non-interstate highways. Permit is valid for one year after permit start date.	(F) - \$100.00	No	287
Yearly Oversize	For vehicles that exceed the legal limitations on length, height and width. Permit may be used for up to 14'4" in height, 12'0" in width and 90'0" in length and a 25'0" rear overhang. Permit is valid for one year after permit start date.	(F) - \$500.00	No	1291
Oilfield Special Equipment	For empty lowboys designed to haul oilfield equipment not to exceed 10' wide and 70' long	(F) - \$15.00	No	9

Permit Type	Purpose	Fees – Calculated (C) , Fixed (F)	Routing Required	2011 Annual Volume
	on non-interstate highways. Permit is valid for one calendar month.			
Annual Oversize / Overweight Permit	Annual permit for GVW not greater than 120,000 lbs, and dimensions not to exceed 14' 4" in height, 12' in width, 90' in length and 25' rear overhang. Cost is \$2500 per year from beginning move date.	(F) - \$2500.00	No	996
House Movers Equipment	For equipment used in an unloaded condition by companies engaged in the business of moving buildings. Permit is valid for one calendar month on non-interstate highways.	(F) - \$15.00	No	44
Containerized Cargo (Sealed Class I)	For international trade. Good for GVW to 80,000 lbs, 40,000 lbs per tandem. Permit valid for one calendar year.	(F) - \$50.00	No	1574
Liquid Bulk	For international trade. Good for GVW up to 95,000 lbs. Rear set must be tridum. Permit valid for one calendar year.	(F) - \$200.00	No	113
Containerized Cargo (Sealed Class 2)	For international trade. Good for GVW up to 95,000 lbs. Rear set must be tridum. Permit valid for one calendar year.	(F) - \$500.00	No	32
Solid Waste (3 axles)	For trucks fitted with a compactor used for collecting and hauling solid waste. For GVWs of 68,000 or 80,000 lbs depending on axle configuration. Valid for travel on non-interstate highways. Permit is valid for one year after permit start date.	(F) - \$50.00	No	170

Permit Type	Purpose	Fees – Calculated (C) , Fixed (F)	Routing Required	2011 Annual Volume
Agronomic / Horticultural	For agronomic or horticultural crops in their natural state. Good for non-interstate highway travel for GVWs up to 100,000 lbs. Permit valid for one calendar year. If permit is for the transport of Sugar Cane, interstate travel is allowed and permit extends through the end of January.	(F) - \$100.00	No	2392
Cotton Module	For vehicles transporting cotton modules on non-interstate highways, GVWs up to 68,000 lbs. Permit valid for one calendar year.	(F) - \$50.00	No	75
Annual Non-critical Off-road	For vehicles classified as non-critical off-road equipment; generally single-single, single-tandem, or tandem-tandem axle configurations, that fall beneath critical axle weights	(F) – \$1000.00	No	276
Semi-annual Critical Off-road	For vehicles classified as critical off-road equipment; generally single-single, single-tandem, or tandem-tandem axle configurations, that meet or exceed critical axle weights	(C) – See Note 1.	No	324
Bagged Rice	For vehicles transporting bagged rice, not to exceed 95,000 lbs GVW.	(F) - \$500.00	No	0
Escort Vehicle	Permit for vehicles escorting oversize loads.	(F) - \$10.00 for out of state licensed vehicles. No charge for in state licensed vehicle.	No	1884
Refuse / Waste	For vehicles of legal size that	(F) - \$10.00	No	6

Permit Type	Purpose	Fees – Calculated (C) , Fixed (F)	Routing Required	2011 Annual Volume
	transport household refuse/waste.	per year		
Containerized Special Cargo	Sealed containerized cargo for export only. Cargo of containerboard, kraft liner or roll pulp	(F) - \$750 per year	No	< 5

Note 1: Specifics of fee calculation and legal limitations may be found in the *Louisiana Regulations for Trucks, Vehicles, and Loads*. (see <https://perba.dotd.louisiana.gov/welcome.nsf/RegBook2012.>)

Exhibit A-2. Permit Application Data Elements and Application Processing. *Note: this table shows permit data elements currently shown on permits. It does not represent all data elements in use the DOTD current permitting system, nor does it represent all data elements that will be required to implement the system requirements in Sections 4.1 and 4.2 of this appendix.*

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
USDOT Number	USDOT number issued by MCMIS	436391	All digits, length not to exceed 12 digits, no leading zeros	All?	If the user enters a valid USDOT for a new customer, the system retrieves the carrier name and address from CVIEW.
FEIN	Federal Employer Identification Number	841234567	All digits, length not to exceed 9	All	For use as an identifier for companies without a USDOT.
Driver's License Number	Individual's Driver's License Number	952210303	Alphanumeric (15)	All	For use, along with the Driver's License State, for the identification of individuals applying for permits
Driver's License State	Two character abbreviation for the state that issued the driver's license	CO	Alpha(2)	All	For use, along with the Driver's License Number, for the identification of individuals applying for permits
Control Number	Permit Control Number	C-1234567	Alpha, followed by dash and 7 digits	All	Used on all permits – paper self issue and system assigned. Permit system assigns numbers for system generated permits.
Customer Data	Information Identifying the customer	Data Group – Non repeating			
Customer ID	A number given to each permit customer	999999 01	Alphanumeric (9)	All	A system generated number is assigned for each customer. For a new permit, if the customer number is entered, the system retrieves the customer information and pre-fills fields for the data entry screen.
Name	Customer Name	Bob's Trucking	Alphanumeric (50)	All	
Street	Customer's	1234 S	Alphanumeric	All	

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
Address	street address	Bertram Street	(50)		
City		Jackson	Alphanumeric (25)	All	
State		MS	Alpha (2)	All	Use 2 character state codes.
Zip code	Customer Zip Code	12345-1234	Alphanumeric (10)	All	Dash in zip code does not need to be stored in system
Bond amount	Amount of customer bond, against which permit costs may be deducted	\$3000.00	Currency	All	For Bonded Customers only
Bond remaining	Unspent amount of bond	\$2450.00	Currency	All	For Bonded Customers only. System calculated.
Liability Insurance Company	The name of the insurance company providing insurance to the customer	Lloyds of London	Alphanumeric (80)	All	
Liability Insurance Amount	Amount of liability insurance.	\$100,000	Currency	All	
Liability Insurance Expiration Date	Expiration date of insurance policy	5/22/2013	Date	All	
Liability Insurance Policy Number	Insurance Policy Number	ABCD-12345-45	Alphanumeric (15)	All	
Property Insurance Company	The name of the insurance company providing insurance to the customer	Lloyds of London	Alphanumeric (80)	All	
Property Insurance Amount	Amount of liability insurance.	\$50,000	Currency	All	
Property Insurance Expiration Date	Expiration date of insurance policy	5/22/2013	Date	All	
Property Insurance Policy Number	Insurance Policy Number	ABCD-12345-45	Alphanumeric (15)	All	
End of Customer Data Group					
Permit Recipient Information	The customer who will receive the permit	Permit Recipient Data Group – Non-repeating			For new permits, this defaults to the customer ID being billed, but default values may be modified by the user. The permit recipient is a customer that is signed up to use the system just as the customer being billed is signed up. Data for all customers may be kept in the same database table; however, both the customer for billing and the Permit Recipient Customer must be listed on permit applications.

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
Customer ID	Customer number for permit recipient	111111 01	Alphanumeric (9)	All	When customer number is entered by the user, the system retrieves the customer's name, address, fax number, and email address from the database and places the data in the name and address fields for the data entry screen.
Name	Customer Name	Bob's Trucking	Alphanumeric (50)	All	
Street Address	Customer's street address	1234 S Bertram Street	Alphanumeric (50)	All	
City		Jackson	Alphanumeric (25)	All	
State		MS	Alpha (2)	All	Use 2 character state codes.
Zip code	Customer Zip Code	12345-1234	Alphanumeric (10)	All	Dash in zip code does not need to be stored in system
Phone Number	Customer voice number	747-200-1377	Alphanumeric(12)	All	
Fax Number	The permit recipients Fax number	742-342-4485	Alphanumeric(12)	All	May be modified with each permit to designate the fax number to receive the permit
Email Address	The permit recipients email address	xyz@def.com	Alphanumeric (50)	All	May be modified with each permit to designate the email address to receive the permit
Preference for Permit Delivery	Method for permit delivery.	FAX	May be: FAX PRINTER EMAIL	All	Drop down selection box. Issued permits will automatically be sent to the fax number or email address designated. If Printer is selected, users may access the permit through the permit system and print.
End of Permit Recipient Data Group					
Vehicle Information	Information that Identifies the vehicle being permitted	Vehicle Information Group – repeating group for sugar cane permits. Non-repeating group for all other permits.			
Off road vehicle flag	Indicates no trailer information.	F	Boolean	Oversize, OS/OW and Mobile Home / Office	
Vehicle Make	Manufacturer of the vehicle	FORD	Alphanumeric (50)	All	Set to 'VARIOUS' for Pleasure Craft and House Mover's Equipment
Vehicle License or SN	License Plate Number or Serial number	P123456	Alphanumeric (25)	All	When the vehicle license plate number and state are entered into the system, it will pull up the make and VIN for the vehicle from the permit system database. If it is not available in the permit system database, the system will query CVIEW for the information. When a serial number is entered, the permit system will retrieve make and VIN from the database. Any information retrieved by the system may be modified by the user. Data element set to 'VARIOUS' for Pleasure Craft and House Mover's Equipment
Vehicle	2 character	LA	Alpha (2)	All	Set to 'NA' for Pleasure Craft and House

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
State	jurisdiction code for the jurisdiction licensing the vehicle		(Pull down list)		Mover's Equipment.
VIN	Vehicle Identification Number	1FTLP62W4 WH128703	Alphanumeric (25)	Some	Not displayed for Pleasure Craft, House Mover's Equipment, Mobile Home / Office, OS/OW single trip, Sugar Cane and Oversize only.
Unit Number	Customers unit number for the vehicle	124	Alphanumeric (12)	All	Optional field
Effective Date	Effective Date for vehicle	3/3/2012	Date	Sugar Cane	
End of Vehicle Information Data Group					
Trailer Information	Information on the trailer being permitted	Trailer Data Group – Non-repeating			
Trailer Flag	Indicates if trailer is included in the permit	T	Boolean	For OS/OW single trip, Oversize only, and Mobile Home / Office	
Trailer License Number	Number on the trailer plate	W128973	Alphanumeric (12)	See Note 1 below. Set to 'VARIOUS' for House Mover's Equipment.	When the trailer license plate number and state are entered into the system, it will pull up the make and VIN for the vehicle from the permit system database.
Trailer State	2 character jurisdiction code for the jurisdiction licensing the trailer	WI	Alpha (2) (pull down list)	See Note 1 below. Set to 'NA' for House Mover's Equipment	
VIN	Vehicle Identification Number of Trailer	1FTLP62W4 WH128703	Alphanumeric (25)	See Note 2 below.	
Trailer Clearance	Lowboy flag	T	Alpha (1)	All permits with trailers	
Mobile Home License Plate Number	License plate number of plated mobile homes	D123456	Alphanumeric(25)	Mobile / Home Office permits	
Mobile Home License Plate State	Two character abbreviation for state that issued license plate	CO	Alpha(2)	Mobile / Home Office permits	
End of Trailer Data Group					
Commodity Information	Information on the commodity being hauled	Commodity Data Group – Non-repeating			System must indicate that user must enter make, model and serial number for all motorized, driveable construction equipment

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
Commodity	Description of the commodity being hauled	PLEASURE CRAFT	Alphanumeric (50)	See Note 3 Below	
Commodity SN	Serial Number for Commodity	AF345J897	Alphanumeric (25)	Oversize, OS/OW Single Trip, Mobile Home / Office, Semi-annual Critical Off-road, Annual Non-critical Off-road	
End of Commodity Data Group					
Loaded Dimensions	Information of the vehicle and load size and weight	Loaded Dimensions Data Group – Non-repeating			For some permit types, some of these values may be hard coded.
Height Feet	Feet portion of height measurement	14	Numeric (2)	Oversize, OS/OW single trip, Mobile Home / Office, Yearly Oversize, Yearly OS/OW, Annual Non-critical Off-road, Semi-annual Critical Off-road	Set to 14' for Yearly Oversize and Yearly OS/OW
Height Inches	Inch portion of height measurement	6	Numeric (2)	Oversize, OS/OW single trip, Mobile Home / Office, Yearly Oversize, Annual Non-critical Off-road, Semi-annual Critical Off-road	Set to 4" for Yearly Oversize and Yearly OS/OW
Width Feet	Feet portion of width measurement	11	Numeric (2)	See Note 4 below.	
Width Inches	Inch portion of width measurement	6	Numeric (2)	See Note 4 below.	
Length Feet	Feet portion of length measurement	74	Numeric (3)	Oversize, OS/OW single trip, Mobile Home / Office, Yearly Oversize, Yearly OS/OW, Steering Axle, Oilfield Special Equipment, Annual Non-critical Off-	Set to 90' for Yearly Oversize and Yearly OS/OW. Set to 45' for Steering Axle. Set to 70' for Oilfield Special Equipment

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
				road, Semi-annual Critical Off-road	
Length Inches	Inch portion of length measurement	4	Numeric (2)	Oversize, OS/OW single trip, Mobile Home / Office, Yearly Oversize, Steering Axle, Oilfield Special Equipment, Annual Non-critical Off-road, Semi-annual Critical Off-road	Set to 0" for Yearly Oversize, Yearly OS/OW, Steering Axle, Oilfield Special Equipment.
Front Overhang Feet	Feet portion of front overhang measurement	2	Numeric (2)	Oversize, OS/OW single trip, Mobile Home / Office, Yearly Oversize, Yearly OS/OW, Annual Non-critical Off-road, Semi-annual Critical Off-road	Set to 0' for Yearly Oversize and Yearly OS/OW.
Front Overhang Inches	Inch portion of front overhang measurement	6	Numeric (2)	Oversize, OS/OW single trip, Mobile Home / Office, Yearly Oversize, Annual Non-critical Off-road, Semi-annual Critical Off-road	Set to 0" for Yearly Oversize and Yearly OS/OW
Rear Overhang Feet	Feet portion of rear overhang measurement	4	Numeric (2)	Oversize, OS/OW single trip, Mobile Home / Office, Yearly Oversize, Yearly OS/OW, Annual Non-critical Off-road, Semi-annual Critical Off-road	Set to 25' for Yearly Oversize and Yearly OS/OW
Rear Overhang Inches	Inch portion of rear overhang measurement	6	Numeric (2)	Oversize, OS/OW single trip, Mobile Home / Office, Yearly Oversize, Yearly OS/OW, Annual Non-	Set to 0" for Yearly Oversize and Yearly OS/OW

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
				critical Off-road, Semi-annual Critical Off-road	
Gross Weight	Gross Vehicle Weight	89000	Numeric (7)	Oversize, OS/OW single trip, Mobile Home / Office, Annual Non-critical Off-road, Semi-annual Critical Off-road	
Total Axles	Total number of axles	4	Integer	Semi-annual Critical Off-road, Annual Non-critical Off-road	
Axle Information	Information on distances and weights for axles	Axle Data Group - Repeating			Group repeats for each axle set. Limitations should be displayed for Yearly OS/OW. See Note 5 below.
Axle Set Number	Axle set number starting at front of vehicle	1	Integer	OS/OW, Steering Axle, Waste Vehicle, Annual Non-critical Off-road, Semi-annual Critical Off-road	Numbered by system as 1, 2, 3, etc.
Axles/Axle Set	Number of axles in the axle set	2	Integer	OS/OW, Steering Axle, Waste Vehicle, Annual Non-critical Off-road, Semi-annual Critical Off-road	Set to '1' for Steering Axle. For Waste Vehicle, 2 rows are presented. Row 1 is set to '1' and Row 2 is set to '1'.
Weight/Axle Set	Weight to be carried by axle set	24000	Numeric (6)	OS/OW, Steering Axle, Waste Vehicle, Annual Non-critical Off-road, Semi-annual Critical Off-road	For Waste Vehicle, Row 1 is set to 12,000 and Row 2 is set to 23000.
Distance to next set (Feet)		15	Numeric (3)	OS/OW, Steering Axle, Waste Vehicle,	Set to 0' for Steering Axle. For Waste Vehicle, set to 12' for Row 1. Row 2 is not presented.
Distance to next set (Inches)		6	Numeric (4)	OS/OW, Steering Axle, Waste Vehicle, Annual Non-critical Off-road, Semi-annual Critical Off-road	Set to 0" for Steering Axle. For Waste Vehicle, set to 0" for Row 1. Row 2 is not presented. For Annual Non-critical Off-road and Semi-annual Critical Off-road, dimensions are presented in inches (foot portion is converted to inches and added to inch portion).
Tire Size	Tire size used on axle in	425	Decimal	OS/OW, Steering Axle, Waste Vehicle,	Only required for Axle Set One (1) when weight limit is exceeded.

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
	millimeters or inches			Annual Non-critical Off-road, Semi-annual Critical Off-road	For Waste Vehicle, set to 10 for Row 1. Row 2 is not presented.
Tire Size unit of measure	Unit of measure for the tire size – millimeters or inches	mm	Either millimeters or inches	OS/OW, Steering Axle, Waste Vehicle, Annual Non-critical Off-road, Semi-annual Critical Off-road	Internal to the program, any inch measurements should be converted to millimeters for load calculations. See the <i>Louisiana Regulations for Trucks, Vehicles and Loads</i> at https://perba.dotd.louisiana.gov/welcome.nsf/RegBook2012 for load calculations that should be performed.
End of Axle Data Group					
End of Loaded Dimensions Data Group					
Route Information	Information on the route to be taken while transporting the vehicle/load	Route Data Group – Non-repeating			
Origin	Geographical starting point for the trip.	Shreveport	Alphanumeric (50)	All, except Sugar Cane	Set to 'Any Point' for all permit types except Oversize, OS/OW Single Trip, Mobile Home / Office
Destination	Geographical End Point for the trip	New Orleans	Alphanumeric (50)	All, except Sugar Cane	Set to 'Any Point' for all permit types except Oversize, OS/OW Single Trip, Mobile Home / Office
Route	Route to be taken between the Origin and Destination	I40, US190, I10	Alphanumeric (250)	All See Note 6 below	
Total Miles	Total miles of Route	324	Numeric (6)	OS/OW single trip	System should calculate based on Route
End of Route Data Group					
Move Information	Permit start and end dates, duration	Move Data Group – Non-repeating			
Move Begin Date / Effective Date	Start date of move	4/12/2012	Date	All, except Sugar Cane	
Move End Date	End Date of Move	4/25/2012	Date	Oversize, OS/OW Single Trip, Annual Non-critical Off Road, Semi-annual Critical Off-road	For Oversize, system allows the user to choose up to 31 days. For OS/OW move end date is set to 2 days after move begin date (allowing 3 days total for the trip). For Annual Non-Critical Off-Road, permit is valid for 1 year including Move Begin Date. For Semi-annual Critical Off-road, permit is valid for 6 months including move begin date.
Number of Trips	Number of trips for which the permit is valid	2	Integer	Oversize, OS/OW Single Trip	Drop down allowing user to choose up to 99 trips. If user chooses more than one trip, each trip is charged a full trip fee
Number of Months	Number of Months for	3	Integer	House Mover's Equipment	Allows user to choose from 1 to 12 Months. One permit is issued to cover all the months selected.

Data Element Name	Data Element Description	Example	Restrictions	Permit Types	Processing Notes
	which the permit is valid				Charge is \$15 per month.
End of Move Data Group					
Additional information	Comments		Text (4000)	All	
Internal State Comments	Comments		Text(4000)	All	Available only to state users. State users may enter, edit, and view this information. Customers may not view this information, nor is it printed on permits.
Price	Price for permit	\$15.00	Currency	All	System Calculated
Permit Restrictions	Any permit level or special restrictions for the permit.		Text (750)	All	System provided or user entered.

Note (1): Displayed for Oversize Only, OS/OW single trip, Mobile Home / Office, Forest Product, Forest Management, House Mover's Equipment, Oil Field Special Equipment, Pleasure Craft, Timber Cutting / Logging, Yearly Oversize, Escort Vehicle.

Note (2): Displayed for Forest Product, Forest Management, Oil Field Special Equipment, Timber Cutting / Logging Equipment, Yearly Oversize.

Note (3): Displayed for Oversize Only, OS/OW single trip, Mobile Home / Office (Set to 'Mobile Home/Office'), Cotton Module (Set to 'Cotton Module'), Forest Product (Set to 'Pulpwood and Plywood Bolts'), Forest Management (Set to 'Forest Management Equipment'), Oil Field Special Equipment (Set to 'Oilfield Equipment (Empty Lowboy)'), Pleasure Craft (Set to 'Pleasure Craft'), Yearly Oversize (Set to 'VARIOUS'), Semi-annual Critical Off-road, Annual Non-critical Off-road, Yearly OS/OW.

Note (4): Displayed for Oversize, OS/OW single trip, Mobile Home / Office, Forest Product, Forest Management Equipment, Oil Field Special Equipment, Pleasure Craft, Steering Axle, Timber Cutting / Logging, Annual Non-critical Off-road, Semi-annual Critical Off-road, and Yearly Oversize. Set to 9' for Forest Product. Set to 10' for Forest Management Equipment, Oilfield Special Equipment, Pleasure Craft, Steering Axle. Feet set to 14' for Timber Cutting / Logging Equipment. Set to 12' for Yearly Oversize and Yearly OS/OW. Inches set to 0" for Forest Product, Forest Management Equipment, Oilfield Special Equipment, Pleasure Craft, Steering Axle, Timber Cutting, Logging Equipment, Yearly OS/OW and Yearly Oversize.

Note (5): On 5 axles, maximum of 108,000 lbs. On 6 axles or more 120,000 lbs. Single Axle- 20,000 lbs; tandem axle – 48,000 lbs; tridrum axle – 60,000 lbs; Quadrum axle – 80,000 lbs

Note (6): Set to 'All Non-interstate Louisiana Highways' for Agronomic / Horticultural, Cotton Module, Forest Product, Forest Management, Pleasure Craft, Refuse, Refuse/Waste, Solid Waster Permit 3 axles, Timber Cutting / Logging Equipment, and Waste Vehicle. Set to 'All Louisiana Highways (including Interstates)' for Containerized Cargo Sealed Class 1 and Class 2, Harvest Season / Natural Forest Products, Liquid Bulk, Steering Axle, Yearly Oversize, Yearly OS/OW, Escort Vehicle and Bagged Rice. Set to "All Louisiana Highways. No Interstate travel if width greater than 8'6" for Oilfield Special Equipment and House Mover's Equipment. Set to 'All highways designated on the map of LA DOTD approved routes for overweight loads' for Annual Non-critical Off-road and Semi-annual Critical Off-road permits.

Exhibit A-3. Sample Permits.

AGRONOMIC HORTICULTURAL PERMIT				P - 20880371 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:28:09	
Control Number:	Price: 100	Paid by: Account	No:		
Issued To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model: FL	Vehicle License / Serial #: P200478	State: LA	VIN: X45D943157	Move Begins: 04/01/2012	Move Ends: 12/31/2012
Height: Ft. In.	Width: Ft. In.	Length: Ft. In.	Front Ovrhng: Ft. In.	Rear Ovrhng: Ft. In.	
Move Origin: ANY POINT	Move Destination: ANY POINT	Via Highway Numbers: ALL NON-INTERSTATE LOUISIANA HIGHWAYS			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

Vehicle combination must be legal in size and have a minimum of eighteen wheels.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

This Permit will expire on Jan 31st of the following year for sugarcane only ----- sugarcane only may use the interstate with this permit.

SUGAR CANE ONLY: 100,000 pounds allowed on Interstate

On Non-Interstate Highways the Agronomic/Horticultural Permit maximum weights are

Steering Axles	12,000 pounds
Tandem Axles	48,000 pounds
Tridum Axles	60,000 pounds
NOT TO EXCEED Gross Vehicle Weight	100,000 pounds

Remarks:

Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

ANNUAL OVERSIZE/OVERWEIGHT HEAVY EQUIPMENT PERMIT		P - 20880343 - 0	
		03/28/2012 09:21:01	
Louisiana Department of Transportation and Development			
Control Number:	Price: 2500	Paid by: Account	No:
Issued To:	Name:	Address:	
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Charged To:	Name:	Address:	
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:
INT	B494624	LA	K45AFD0263
Commodity:		Commodity Serial Number:	Move Begins: Move Ends:
Heavy Equipment/Non-Divisible Load			04/01/2012 03/31/2013
Height: 14 Ft. 4 In.	Width: 12 Ft. 0 In.	Length: 90 Ft. 0 In.	Front Ovrhng: 0 Ft. 0 In Rear Ovrhng: 25 Ft. 0 In
Move Origin:	Move Destination:	Via Highway Numbers:	
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)	

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Oversize loads over 12 feet wide may not travel on the Interstate system through Shreveport, Monroe, Lake Charles, Baton Rouge, and New Orleans from 7:00 to 9:00 A.M. and from 3:30 to 5:30 P.M. Monday through Friday.

The Restricted areas are:

- Shreveport: Interstate 20 from its junction with Interstate 220 on the eastern side to its junction with Interstate 220 on the western side.
- Monroe: Interstate 20 from the eastern city limits of Monroe to the western city limits of West Monroe
- Lake Charles: All of Interstate 210, Interstate 10 from LA 397 on the east to LA 108 at Westlake on the west.
- Baton Rouge: All of Interstate 110, Interstate 10 from Bluebonnet Road on the east to the Mississippi River Bridge on the west. Interstate 12 from O'Neal Lane on the east to the junction with Interstate 10 on the west.
- New Orleans: All of Interstate 610, Interstate 10 from Interstate 510 on the east to Williams Boulevard on the west.

A signed copy of the **Annual Oversize/Overweight Heavy Equipment Permit Agreement** must be attached to this true, correct and original permit displaying the **LA DOTD** embossed seal. These documents together ensure that this vehicle will adhere to all special conditions contained therein.

The **Annual Oversize/Overweight Heavy Equipment Permit** maximum weights are

On any permissible configuration.....	Not to exceed the axle weights listed below
On five axles.....	108,000 pounds - Gross Vehicle Weight
On six or more axles.....	120,000 pounds - Gross Vehicle Weight
Single Axle	20,000 pounds
Tandem Axle	48,000 pounds
Tridum Axle	60,000 pounds
Quadrum Axle	80,000 pounds

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

ANNUAL NON-CRITICAL OFF-ROAD EQUIPMENT PERMIT			P - 20880383 - 0		
Louisiana Department of Transportation and Development			03/28/2012 09:34:22		
Control Number:	Price: 1000	Paid by: Account		No:	
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:			
GROVE TMS700D CRANE	169453	XX			
Commodity:	Commodity Serial Number:	Move Begins:	Move Ends:		
		04/01/2012	03/31/2013		
Height: 13 Ft. 6 In.	Width: 8 Ft. 6 In.	Length: 45 Ft. 0 In.	Front Ovrhng: 7 Ft. 0 In	Rear Ovrhng: 7 Ft. 0 In	
Axle Set:	Axles/Set:	Axle(s) Weight:	Spacing (in):	Axles Total:	Tire Size(1):
01	2	54000	174.00	4	0
02	2	54000	0.00		108,000
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL HIGHWAYS DESIGNATED ON THE MAP OF LA DOTD APPROVED ROUTES FOR OVERWEIGHT LOADS			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Be aware of any **OVERPASS CLEARANCE** and **CONSTRUCTION ZONE RESTRICTIONS**

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

No movement on **CERTAIN HOLIDAYS**

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Equipment classified as critical off-road equipment and exceeds 30,000 pounds on a single axle, 60,000 pounds on a tandem axle or 66,000 pounds on a tridum must have an escort

Local authorities must be contacted for any travel on local/parish/city streets and roads.

This permit does not authorize travel through construction zones or on structures or roadways with horizontal or vertical clearances less than the permitted vehicle can safely negotiate.

A copy of the "LA DOTD Approved Routes for Overweight Loads" map must be attached to this permit in order for it to be valid. NOTE: Any travel off of the approved route system must be approved by the Truck Permit Office prior to the move. The "REQUEST TO TRAVEL OFF OF APPROVED OFF-ROAD ROUTE FORM" must be used for this purpose.

Remarks:	ISSUED FOR MAX PERMITTABLE WTS: ACTUAL 2@50,000 2@50,000
Issuing Official:	KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

BAGGED RICE PERMIT				P - 20880393 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:37:55	
Control Number:	Price: 500	Paid by: Account		No:	
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:
INT	B664876	LA	X22DH01235 7		
				Move Begins:	Move Ends:
				04/01/2012	12/31/2012
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Permit Loads may not cross Huey P. Long Bridge at Baton Rouge during the hours of 6:30 AM to 9:00 AM and from 3:30 PM to 6:00 PM Monday through Friday

The **Bagged Rice Permit** maximum weights are

Tandem Axles	37,000 pounds
Tridum Axles	45,000 pounds
NOT TO EXCEED Gross Vehicle Weight	95,000 pounds

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.
--

CONTAINERIZED CARGO CLASS I PERMIT						P - 20880348 - 0	
Louisiana Department of Transportation and Development						03/28/2012 09:23:45	
Control Number:		Price: 50		Paid by: Account		No:	
Issued To:	Name:	Address:					
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042					
Charged To:	Name:	Address:					
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042					
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:		
MACK	P192453	LA	Y98YW45971 3				
Commodity:		Commodity Serial Number:		Move Begins:	Move Ends:		
				04/01/2012	12/31/2012		
Height:	Ft. In.	Width:	Ft. In.	Length:	Ft. In.	Front Ovrhng:	Ft. In.
Move Origin:	Move Destination:		Via Highway Numbers:				
ANY POINT	ANY POINT		ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)				

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

Vehicle combination must be legal in size and have a minimum of eighteen wheels.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

The **Containerized Cargo Class I Permit** maximum weights are

Tandem Axles	40,000 pounds
NOT TO EXCEED Gross Vehicle Weight	80,000 pounds

Remarks:

Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

CONTAINERIZED CARGO CLASS II PERMIT				P - 20880359 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:26:06	
Control Number:		Price: 500	Paid by: Account		No:
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:		
WS	P199894	LA	XD1W741529		
				Move Begins:	Move Ends:
				04/01/2012	12/31/2012
Height: Ft. In.	Width: Ft. In.	Length: Ft. In.	Front Ovrhng: Ft. In.	Rear Ovrhng: Ft. In.	
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

MOVEMENT UNDER PERMIT SHALL BE RESTRICTED TO WITHIN A 50 MILE RADIUS OF A STATUTORILY DEFINED PORT OR HARBOR DISTRICT

All permit loads are not to exceed 55 MPH.

This permit shall NOT supersede any lesser weight limit POSTED on a bridge or highway.

Vehicle combination must contain a rear tridum axle group.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

The Containerized Cargo Class II Permit maximum weights are

Tandem Axles	40,000 pounds
Tridum Axles	60,000 pounds
NOT TO EXCEED Gross Vehicle Weight	95,000 pounds

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

COTTON MODULE PERMIT			P - 20880380 - 0
Louisiana Department of Transportation and Development			03/28/2012 09:32:15
Control Number:	Price: 50	Paid by: Account	No:
Issued To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Charged To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Vehicle Make or Model: INT	Vehicle License / Serial #: B442946	State: LA	VIN: X54MA01549
Commodity: COTTON MODULE		Move Begins: 04/01/2012	Move Ends: 03/31/2013
Height: Ft. In.	Width: Ft. In.	Length: Ft. In.	Front Ovrhng: Ft. In. Rear Ovrhng: Ft. In.
Move Origin: ANY POINT	Move Destination: ANY POINT	Via Highway Numbers: ALL NON-INTERSTATE LOUISIANA HIGHWAYS	

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

Valid Harvest Season permit is required for size.

On **Non-Interstate Highways** the **Cotton Module Permit** maximum weights are

Single Axle	20,000 pounds
Tandem Axles	48,000 pounds
NOT TO EXCEED Gross Vehicle Weight	68,000 pounds

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.
--

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

ESCORT VEHICLE PERMIT		P - 20880394 - 0	
Louisiana Department of Transportation and Development		03/28/2012 09:38:58	
The Louisiana Department of Transportation and Development has the authority to require and regulate escorts under provisions of R.S. 32:387, (paragraph B).			
Control Number:	Price: 10	Paid by: Account	No:
Issued To:	Name:	Address:	
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Charged To:	Name:	Address:	
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Insurance coverage in the amount shown below must be maintained for the duration of this Permit			
Property Damage: (\$50,000.00 Minimum)		Liability Coverage: (\$100,000.00 Minimum)	

Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:
FORD	43598LK	OK	196X6FA193		
				Move Begins:	Move Ends:
				04/01/2012	12/31/2012
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)			

Upon inspection you MUST provide proof of insurance, current registration, valid driver's license and all required equipment must be in working condition.

Renewal may be obtained at the Truck Permit Office in person at 1404 East Highway Drive, Baton Rouge, La. 70802, by calling 800-654-1433 or 225-343-2345 or applying online at www.dotd.la.gov

This Permit is Subject to the following special conditions:

Emergency warning lamp is to be used solely when escorting oversize and/or overweight vehicles or loads.

Violators of the provisions and requirements of the Department of Transportation and Development Escort Procedure shall be subject to all penalties provided by law.

This Special Permit must be carried with the vehicle using same and must be available at all times for inspection by proper authorities.

All permit loads are not to exceed 55 MPH.

No movement on **CERTAIN HOLIDAYS**

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

The Restricted areas are:

Shreveport: Interstate 20 from its junction with Interstate 220 on the eastern side to its junction with Interstate 220 on the western side.

Monroe: Interstate 20 from the eastern city limits of Monroe to the western city limits of West Monroe

Lake Charles: All of Interstate 210, Interstate 10 from LA 397 on the east to LA 108 at Westlake on the west.

Baton Rouge: All of Interstate 110, Interstate 10 from Bluebonnet Road on the east to the Mississippi River Bridge on the west. Interstate 12 from O'Neal Lane on the east to the junction with Interstate 10 on the west.

New Orleans: All of Interstate 610, Interstate 10 from Interstate 510 on the east to Williams Boulevard on the west.

Permit Loads may not cross Huey P. Long Bridge at Baton Rouge during the hours of 6:30 AM to 9:00 AM and from 3:30 PM to 6:00 PM Monday through Friday

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

FOREST MANAGEMENT PERMIT			P - 20880288 - 0		
Louisiana Department of Transportation and Development			03/28/2012 08:59:50		
Control Number:	Price: 10	Paid by: Account		No:	
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:
FL	B686152	LA	X7WN155913	VARIOUS	NA
Commodity:				Move Begins:	Move Ends:
FOREST MANAGEMENT EQPT				04/01/2012	03/31/2013
Height: Ft. In.	Width: 10 Ft. 0 In.	Length: Ft. In.	Front Ovrhng: Ft. In.	Rear Ovrhng: Ft. In.	
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL NON-INTERSTATE LOUISIANA HIGHWAYS			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.
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WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

FOREST PRODUCT PERMIT				P - 20880287 - 0	
Louisiana Department of Transportation and Development				03/28/2012 08:58:23	
Control Number:	Price: 10	Paid by: Account		No:	
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:
WS	B696554	LA	X5WN654981	VARIOUS	NA
Commodity:				Move Begins:	Move Ends:
PULPWOOD AND PLYWOOD BOLTS				04/01/2012	03/31/2013
Height: Ft. In.	Width: 9 Ft. 0 In.	Length: Ft. In.	Front Ovrhng: Ft. In.	Rear Ovrhng: Ft. In.	
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL NON-INTERSTATE LOUISIANA HIGHWAYS			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Remarks:
Issuing Official: KENT C.
The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

HARVEST SEASON OR NATURAL FOREST PRODUCT PERMIT				P - 20880265 - 0	
Louisiana Department of Transportation and Development				03/28/2012 08:47:34	
Control Number:	Price: 10	Paid by: Account	No:		
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:		
FL	A193456	MS	X75D432048		
		Move Begins:	Move Ends:		
		03/28/2012	12/31/2012		
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

All Cotton harvesting equipment being moved into, or through Louisiana, must be cleaned and /or treated and be accompanied by the USDA certificate - PPQ Form 540. For further information call (225) 952-8105

The Harvest Season or Natural Forest Products Permit maximum weights are	Non-Interstate	Interstate
Single Axle	22,000 pounds	20,000 pounds
Tandem Axles	37,000 pounds	35,200 pounds
NOT TO EXCEED Gross Vehicle Weight	86,600 pounds	83,400 pounds

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

HOUSE MOVERS EQUIPMENT PERMIT				P - 20880346 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:22:54	
Control Number:		Price: 15	Paid by: Account		No:
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:
VARIOUS	VARIOUS	NA		VARIOUS	NA
				Move Begins:	Move Ends:
				04/01/2012	04/30/2012
Height: Ft. In.	Width: Ft. In.	Length: Ft. In.	Front Ovrhng: Ft. In.	Rear Ovrhng: Ft. In.	
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS. NO INTERSTATE TRAVEL IF WIDTH GREATER THAN 8 FT 6 IN			

Restrictions

**All permit loads must enter each scale house, including those with
Weigh-In-Motion and/or Prepass regardless of sign/signal messages .**

All permit loads are not to exceed 55 MPH.

Be aware of any **OVERPASS CLEARANCE** and **CONSTRUCTION ZONE RESTRICTIONS**

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Vehicles over **10 FEET WIDE** may travel during **DAYLIGHT HOURS** only

Vehicles over **12 FEET WIDE** and/or **90 FEET LONG** require **ESCORT**.

Remarks:
Issuing Official: KENT C.
The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

LIQUID BULK PERMIT		P - 20880353 - 0	
Louisiana Department of Transportation and Development		03/28/2012 09:25:11	
Control Number:	Price: 200	Paid by: Account	No:
Issued To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Charged To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Vehicle Make or Model: FL	Vehicle License / Serial #: B661237	State: LA	VIN: D18AW75648 9
Move Origin: ANY POINT	Move Destination: ANY POINT	Via Highway Numbers: ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)	Move Begins: 04/01/2012 Move Ends: 12/31/2012

Restrictions

All permit loads must enter each scale house, including those with
Weigh-In-Motion and/or Prepass regardless of sign/signal messages .
**MOVEMENT UNDER PERMIT SHALL BE RESTRICTED TO WITHIN A 50 MILE RADIUS OF A
STATUTORILY DEFINED PORT OR HARBOR DISTRICT**

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

Vehicle combination must contain a rear tridum axle group.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

Vehicle combination must be equipped with an intermodal drop-frame chassis with twist locks to secure the liquid bulk container to the chasis.

The **Liquid Bulk Permit** maximum weights are

Tandem Axles	40,000 pounds
Tridum Axles	60,000 pounds
NOT TO EXCEED Gross Vehicle Weight	95,000 pounds

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.
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WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

MOBILE HOME/OFFICE OVERSIZE PERMIT			P - 20880278 - 0		
Louisiana Department of Transportation and Development			03/28/2012 08:51:17		
Control Number:	Price: 10	Paid by: Account	No:		
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	Trailer License:	State:	
INT	P139537	LA	N648965	LA	
Commodity:		Commodity Serial Number:	Move Begins:	Move Ends:	
MOBILE HOME/OFFICE		1934	03/28/2012	03/30/2012	
Height: 13 Ft. 6 In.	Width: 16 Ft. In.	Length: 95 Ft. In.	Front Ovrhng: Ft. In.	Rear Ovrhng: Ft. In.	
Move Origin:	Move Destination:	Via Highway Numbers:			
TEXAS	MISSISSIPPI	I10-I210-I10-I12-I10			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

Oversize loads over 12 feet wide may not travel on the Interstate system through Shreveport, Monroe, Lake Charles, Baton Rouge, and New Orleans from 7:00 to 9:00 A.M. and from 3:30 to 5:30 P.M. Monday through Friday.

Overlength only may make multiple trips.

The Restricted areas are:

Shreveport: Interstate 20 from its junction with Interstate 220 on the eastern side to its junction with Interstate 220 on the western side.

Monroe: Interstate 20 from the eastern city limits of Monroe to the western city limits of West Monroe

Lake Charles: All of Interstate 210, Interstate 10 from LA 397 on the east to LA 108 at Westlake on the west.

Baton Rouge: All of Interstate 110, Interstate 10 from Bluebonnet Road on the east to the Mississippi River Bridge on the west. Interstate 12 from O'Neal Lane on the east to the junction with Interstate 10 on the west.

New Orleans: All of Interstate 610, Interstate 10 from Interstate 510 on the east to Williams Boulevard on the west.

Civilian Escort Required.

Remarks:	NOT CREATING DIMENSIONS
Issuing Official:	KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

MONTHLY OVERSIZE PERMIT			P - 20880285 - 0		
Louisiana Department of Transportation and Development			03/28/2012 08:57:20		
Control Number:	Price: 210	Paid by: Account	No:		
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	Trailer License:	State:	
INT	P269196	LA	VARIOUS	NA	
Commodity:			Move Begins:	Move Ends:	
VARIOUS			04/01/2012	04/30/2012	
Height: 14 Ft. 4 In.	Width: 12 Ft. 0 In.	Length: 90 Ft. 0 In.	Front Ovrhg: 30 Ft. 0 In	Rear Ovrhg: 30 Ft. 0 In	
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Be aware of any **OVERPASS CLEARANCE** and **CONSTRUCTION ZONE RESTRICTIONS**

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

No movement on holidays.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Oversize loads over 12 feet wide may not travel on the Interstate system through Shreveport, Monroe, Lake Charles, Baton Rouge, and New Orleans from 7:00 to 9:00 A.M. and from 3:30 to 5:30 P.M. Monday through Friday.

Must observe All Posted Bridge Limits, Construction Zones, Height Clearances and Holiday Restrictions.

The Restricted areas are:

Shreveport: Interstate 20 from its junction with Interstate 220 on the eastern side to its junction with Interstate 220 on the western side.

Monroe: Interstate 20 from the eastern city limits of Monroe to the western city limits of West Monroe

Lake Charles: All of Interstate 210, Interstate 10 from LA 397 on the east to LA 108 at Westlake on the west.

Baton Rouge: All of Interstate 110, Interstate 10 from Bluebonnet Road on the east to the Mississippi River Bridge on the west. Interstate 12 from O'Neal Lane on the east to the junction with Interstate 10 on the west.

New Orleans: All of Interstate 610, Interstate 10 from Interstate 510 on the east to Williams Boulevard on the west.

Remarks:	NO MOVEMENT ON SATURDAYS OR SUNDAYS; NO MOVEMENT 4/6-4/8 DUE TO EASTER HOLIDAYS
Issuing Official:	KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

OILFIELD SPECIAL EQUIPMENT PERMIT				P - 20880339 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:19:38	
Control Number:		Price: 15	Paid by: Account		No:
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:
WS	P200145	LA	X45AM00345 9	VARIOUS	NA
Commodity:		Commodity Serial Number:		Move Begins:	Move Ends:
OILFIELD EQPT (EMPTY LOWBOY)				04/01/2012	04/30/2012
Height: Ft. In.	Width: 10 Ft. 0 In.	Length: 70 Ft. 0 In.	Front Ovrhg: Ft. In.	Rear Ovrhg: Ft. In.	
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS. NO INTERSTATE TRAVEL IF WIDTH GREATER THAN 8 FT 6 IN			

Restrictions

**All permit loads must enter each scale house, including those with
Weigh-In-Motion and/or Prepass regardless of sign/signal messages .**

All permit loads are not to exceed 55 MPH.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

OVERSIZE PERMIT		P - 20880270 - 0	
Louisiana Department of Transportation and Development		03/28/2012 08:49:18	
Control Number:	Price: 10	Paid by: Account	No:
Issued To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Charged To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Vehicle Make or Model: FL	Vehicle License / Serial #: P149632	State: LA	Trailer License: L654123
Commodity: STEEL PLATES (STACKED)	Commodity Serial Number:	Move Begins: 03/28/2012	State: LA
		Move Ends: 12/31/2012	
Height: 13 Ft. 6 In.	Width: 10 Ft. In.	Length: 65 Ft. In.	Front Ovrhng: Ft. In. Rear Ovrhng: Ft. In.
Move Origin: TEXAS	Move Destination: MISSISSIPPI	Via Highway Numbers: I10-I210-I10-I12-I10	

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

No movement on holidays.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Overlength only may make multiple trips.

Remarks:	NOT CREATING DIMENSIONS
Issuing Official:	KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

OVERWEIGHT PERMIT		P - 20880300 - 0	
Louisiana Department of Transportation and Development		03/28/2012 09:07:10	
Control Number:	Price: 45	Paid by: Account	No:
Issued To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Charged To: 999999-02	Name: WEPS CONVERSION DEFAULT GARY 2	Address: 123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Vehicle Make or Model: INT	Vehicle License / Serial #: B459524	State: LA	Trailer License: E697426
Commodity: D5 CAT DOZER	Commodity Serial Number: 4269	Move Begins: 03/28/2012	Move Ends: 03/30/2012
Height: 14 Ft. 6 In.	Width: 12 Ft. 0 In.	Length: 70 Ft. In.	Front Ovrhng: Ft. In Rear Ovrhng: 5 Ft. In
Axle Set: 01	Axles/Set: 1	Axle(s) Weight: 12000	Spacing (in): 13.00
02	2	40000	13.00
03	3	48000	0.00
Move Origin: LAFAYETTE	Move Destination: BATON ROUGE	Total Miles: 51	Via Highway Numbers: 90-167-110-112-61 SOUTH

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

No movement on holidays.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Oversize loads over 12 feet wide may not travel on the Interstate system through Shreveport, Monroe, Lake Charles, Baton Rouge, and New Orleans from 7:00 to 9:00 A.M. and from 3:30 to 5:30 P.M. Monday through Friday.

The Restricted areas are:

Shreveport: Interstate 20 from its junction with Interstate 220 on the eastern side to its junction with Interstate 220 on the western side.

Monroe: Interstate 20 from the eastern city limits of Monroe to the western city limits of West Monroe

Lake Charles: All of Interstate 210, Interstate 10 from LA 397 on the east to LA 108 at Westlake on the west.

Baton Rouge: All of Interstate 110, Interstate 10 from Bluebonnet Road on the east to the Mississippi River Bridge on the west. Interstate 12 from O'Neal Lane on the east to the junction with Interstate 10 on the west.

New Orleans: All of Interstate 610, Interstate 10 from Interstate 510 on the east to Williams Boulevard on the west.

Remarks:	CONTACT BATON ROUGE CITY POLICE@ 225-389-3874
Issuing Official:	KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

PLEASURE CRAFT PERMIT				P - 20880293 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:03:18	
Control Number:	Price: 10	Paid by: Account		No:	
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:
VARIOUS	VARIOUS	NA		L428754	LA
Commodity:				Move Begins:	Move Ends:
PLEASURE CRAFT				04/01/2012	04/30/2012
Height: Ft. In.	Width: 10 Ft. 0 In.	Length: Ft. In.	Front Ovrhng: Ft. In.	Rear Ovrhng: Ft. In.	
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL NON-INTERSTATE LOUISIANA HIGHWAYS			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

REFUSE PERMIT				P - 20880332 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:16:53	
Control Number:	Price: 1000	Paid by: Account	No:		
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:		
MACK	P150940	LA	Y9WX306459		
		Move Begins:	Move Ends:		
		04/01/2012	03/31/2013		
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL NON-INTERSTATE LOUISIANA HIGHWAYS			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall NOT supersede any lesser weight limit POSTED on a bridge or highway.

Vehicle combination must be legal in size and have a minimum of eighteen wheels.

EXCEPTION: Width NOT TO EXCEED 10 feet for vehicles carrying bundled or bailed waste paper products.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

On Non-Interstate Highways the Refuse Permit maximum weights are

Steering Axle	12,000 pounds
Tandem Axles	48,000 pounds
Tridem Axles	60,000 pounds
NOT TO EXCEED Gross Vehicle Weight	108,000 pounds (5 Axle Combinations)
	120,000 pounds (6 Axle Combinations)

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.
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WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

REFUSE/WASTE PERMIT		P - 20880327 - 0	
Louisiana Department of Transportation and Development		03/28/2012 09:16:01	
Control Number:	Price: 10	Paid by: Account	No:
Issued To:	Name:	Address:	
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Charged To:	Name:	Address:	
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:
WS	P192459	LA	F15CX06427
		Move Begins:	Move Ends:
		04/01/2012	03/31/2013
Move Origin:	Move Destination:	Via Highway Numbers:	
ANY POINT	ANY POINT	ALL NON-INTERSTATE LOUISIANA HIGHWAYS	

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

Vehicle combination must be legal in size and have a minimum of eighteen wheels.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

On **Non-Interstate Highways** the Refuse/Waste Permit maximum weights are

Tandem Axles	37,000 pounds
Tridum Axles	45,000 pounds
NOT TO EXCEED Gross Vehicle Weight	86,600 pounds

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

SEMI-ANNUAL CRITICAL OFF-ROAD EQUIPMENT PERMIT			P - 20880391 - 0		
Louisiana Department of Transportation and Development			03/28/2012 09:37:12		
Control Number:	Price: 1265	Paid by: Account		No:	
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:			
L/B HC352 CRANE	96H0352C	XX			
Commodity:	Commodity Serial Number:	Move Begins:	Move Ends:		
		04/01/2012	09/30/2012		
Height: 13 Ft. 6 In.	Width: 11 Ft. 10 In.	Length: 69 Ft. 0 In.	Front Ovrhng: 10 Ft. 0 In.	Rear Ovrhng: 0 Ft. 0 In.	
Axle Set:	Axles/Set:	Axle(s) Weight:	Spacing (in):	Axles Total:	Tire Size(1):
01	3	65000	15.00	9	0
02	3	69000	13.00		
03	3	55000	0.00		
GrossWeight:	189,000				
Move Origin:	Move Destination:	Total Miles:	Via Highway Numbers:		
ANY POINT	ANY POINT	325	ALL HIGHWAYS DESIGNATED ON THE MAP OF LA DOTD APPROVED ROUTES FOR OVERWEIGHT LOADS		

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Be aware of any **OVERPASS CLEARANCE** and **CONSTRUCTION ZONE RESTRICTIONS**

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

No movement on **CERTAIN HOLIDAYS**

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Equipment classified as critical off-road equipment and exceeds 30,000 pounds on a single axle, 60,000 pounds on a tandem axle or 66,000 pounds on a tridum must have an escort

Permit Loads may not cross Huey P. Long Bridge at Baton Rouge during the hours of 6:30 AM to 9:00 AM and from 3:30 PM to 6:00 PM Monday through Friday

Local authorities must be contacted for any travel on local/parish/city streets and roads.

This permit does not authorize travel through construction zones or on structures or roadways with horizontal or vertical clearances less than the permitted vehicle can safely negotiate.

A copy of the "LA DOTD Approved Routes for Overweight Loads" map must be attached to this permit in order for it to be valid. NOTE: Any travel off of the approved route system must be approved by the Truck Permit Office prior to the move. The "REQUEST TO TRAVEL OFF OF APPROVED OFF-ROAD ROUTE FORM" must be used for this purpose.

Remarks:	LD 7/15/97...REVISED 7/2/03 -- RENEWAL... BEGINNING HUB 2794
Issuing Official:	KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.
--

SOLID WASTE PERMIT			P - 20880365 - 0
Louisiana Department of Transportation and Development			03/28/2012 09:27:32
Control Number:	Price: 50	Paid by: Account	No:
Issued To:	Name:	Address:	
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Charged To:	Name:	Address:	
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042	
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:
MACK	B669412	LA	Y1YW646781
			Move Begins: 04/01/2012
			Move Ends: 03/31/2013
Move Origin:	Move Destination:	Via Highway Numbers:	
ANY POINT	ANY POINT	ALL NON-INTERSTATE LOUISIANA HIGHWAYS	

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

Compactor Body only.

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

On **Non-Interstate Highways** the **Solid Waste Permit** maximum weights are

With Tandem Axles	
Steering Axle	20,000 pounds
Tandem Axles	48,000 pounds
NOT TO EXCEED Gross Vehicle Weight	68,000 pounds
With Tridum Axles	
Steering Axle	20,000 pounds
Tridum Axles	60,000 pounds
NOT TO EXCEED Gross Vehicle Weight	80,000 pounds

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.
--

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

STEERING AXLE PERMIT				P - 20880315 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:14:01	
Control Number:	Price: 15	Paid by: Account		No:	
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:		
MACK	P189534	LA	C65M009224		
				Move Begins:	Move Ends:
				04/01/2012	03/31/2013
Height: 0 Ft. 0 In.	Width: 10 Ft. 0 In.	Length: 45 Ft. 0 In.	Front Ovrhng: 0 Ft. 0 In.	Rear Ovrhng: 0 Ft. 0 In.	
Axle Set:	Axles/Set:	Axle(s) Weight:	Axles Total:	Tire Size(1):	GrossWeight:
01	1	24000	1	16.5	24,000
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall NOT supersede any lesser weight limit POSTED on a bridge or highway.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

TIMBER CUTTING/LOGGING EQUIPMENT PERMIT				P - 20880333 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:17:45	
Control Number:	Price: 100	Paid by: Account	No:		
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:
FL	B764512	LA	S35AX042469	VARIOUS	NA
				Move Begins:	Move Ends:
				04/01/2012	03/31/2013
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL NON-INTERSTATE LOUISIANA HIGHWAYS			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Not to move more than **TWO** pieces of logging equipment and not to exceed **14 feet** in width

Be aware of any **OVERPASS CLEARANCE** and **CONSTRUCTION ZONE RESTRICTIONS**

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

Up to **10 feet wide** and **70 feet long** 24-Hour movement allowed including holidays.

Oversize loads over 12 feet wide may not travel on the Interstate system through Shreveport, Monroe, Lake Charles, Baton Rouge, and New Orleans from 7:00 to 9:00 A.M. and from 3:30 to 5:30 P.M. Monday through Friday.

The Restricted areas are:

Shreveport: Interstate 20 from its junction with Interstate 220 on the eastern side to its junction with Interstate 220 on the western side.

Monroe: Interstate 20 from the eastern city limits of Monroe to the western city limits of West Monroe

Lake Charles: All of Interstate 210, Interstate 10 from LA 397 on the east to LA 108 at Westlake on the west.

Baton Rouge: All of Interstate 110, Interstate 10 from Bluebonnet Road on the east to the Mississippi River Bridge on the west. Interstate 12 from O'Neal Lane on the east to the junction with Interstate 10 on the west.

New Orleans: All of Interstate 610, Interstate 10 from Interstate 510 on the east to Williams Boulevard on the west.

Civilian Escort Required.

On Non-Interstate Highways the Timber Cutting/Logging Equipment Permit maximum weights are

Steering Axles	12,000 pounds
Tandem Axles	48,000 pounds
NOT TO EXCEED Gross Vehicle Weight	105,000 pounds

Remarks:

Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WASTE VEHICLE PERMIT				P - 20880321 - 0	
Louisiana Department of Transportation and Development				03/28/2012 09:15:06	
Control Number:	Price: 10	Paid by: Account		No:	
Issued To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Charged To:	Name:	Address:			
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042			
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:		
INT	B664245	LA	X75N002453		
				Move Begins:	Move Ends:
				04/01/2012	03/31/2013
Axle Set:	Axles/Set:	Axle(s) Weight:	Spacing (in):	Axles Total:	Tire Size(1):
01	1	12000	0.00	2	10
02	1	23000	0.00		35,000
Move Origin:	Move Destination:	Via Highway Numbers:			
ANY POINT	ANY POINT	ALL NON-INTERSTATE LOUISIANA HIGHWAYS			

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

This permit shall **NOT** supersede any lesser weight limit **POSTED** on a bridge or highway.

24-Hour movement allowed including holidays. No movement if vision obscured by fog or inclement weather.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Truck must have been in actual use in Louisiana by **January 1, 1977**

Remarks:
Issuing Official: KENT C.
The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

WEPS CONVERSION DEFAULT GARY 2
123 MOUNTAIN ROAD
CONIFER, CO 80804-9042

YEARLY OVERSIZE PERMIT						P - 20880336 - 0
Louisiana Department of Transportation and Development						03/28/2012 09:18:38
Control Number:	Price: 500	Paid by: Account			No:	
Issued To:	Name:	Address:				
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042				
Charged To:	Name:	Address:				
999999-02	WEPS CONVERSION DEFAULT GARY 2	123 MOUNTAIN ROAD - CONIFER, CO 80804-9042				
Vehicle Make or Model:	Vehicle License / Serial #:	State:	VIN:	Trailer License:	State:	
INT	B694215	LA	X96CM00033 1	VARIOUS	NA	
Commodity:				Move Begins:	Move Ends:	
VARIOUS				04/01/2012	03/31/2013	
Height: 14 Ft. 4 In.	Width: 12 Ft. 0 In.	Length: 90 Ft. 0 In.	Front Ovrhng: 0 Ft. 0 In.	Rear Ovrhng: 25 Ft. 0 In.		
Move Origin:	Move Destination:	Via Highway Numbers:				
ANY POINT	ANY POINT	ALL LOUISIANA HIGHWAYS (INCLUDING INTERSTATES)				

Restrictions

All permit loads must enter each scale house, including those with Weigh-In-Motion and/or Prepass regardless of sign/signal messages .

All permit loads are not to exceed 55 MPH.

Be aware of any **OVERPASS CLEARANCE** and **CONSTRUCTION ZONE RESTRICTIONS**

No movement on **CERTAIN HOLIDAYS**

Hours of operation are from sunrise to sunset, as determined by the National Weather Service. No movement if vision obscured by fog or inclement weather.

Permit loads may not cross any bridge that spans the Mississippi River in the New Orleans area or be within 2 miles of such bridge from 6:30-9:00 AM and from 3:30-6:00 PM Monday through Friday.

Oversize loads over 12 feet wide may not travel on the Interstate system through Shreveport, Monroe, Lake Charles, Baton Rouge, and New Orleans from 7:00 to 9:00 A.M. and from 3:30 to 5:30 P.M. Monday through Friday.

Must observe All Posted Bridge Limits, Construction Zones, Height Clearances and Holiday Restrictions.

The Restricted areas are:

Shreveport: Interstate 20 from its junction with Interstate 220 on the eastern side to its junction with Interstate 220 on the western side.

Monroe: Interstate 20 from the eastern city limits of Monroe to the western city limits of West Monroe

Lake Charles: All of Interstate 210, Interstate 10 from LA 397 on the east to LA 108 at Westlake on the west.

Baton Rouge: All of Interstate 110, Interstate 10 from Bluebonnet Road on the east to the Mississippi River Bridge on the west. Interstate 12 from O'Neal Lane on the east to the junction with Interstate 10 on the west.

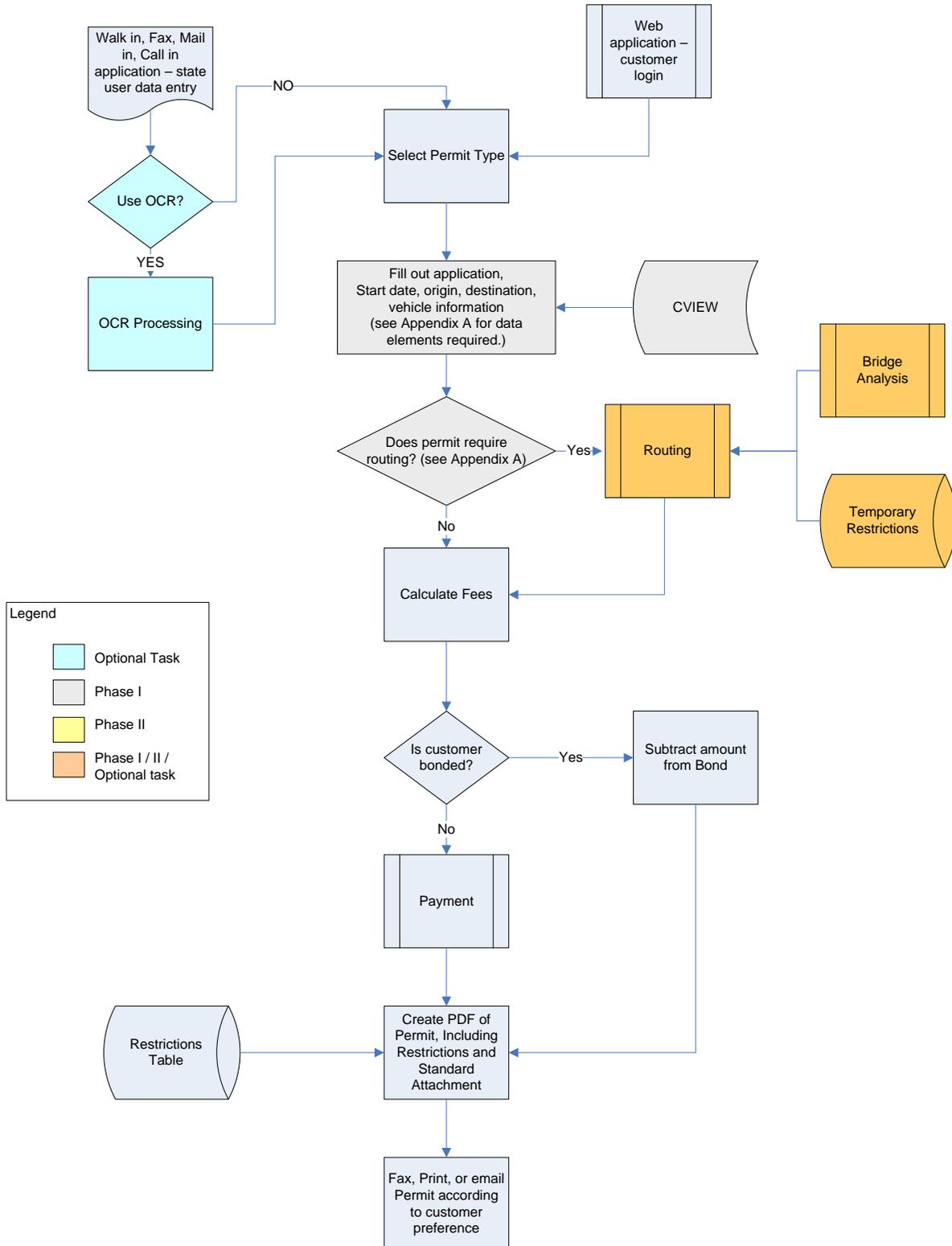
New Orleans: All of Interstate 610, Interstate 10 from Interstate 510 on the east to Williams Boulevard on the west.

Remarks:
Issuing Official: KENT C.

The applicant agrees to defend, indemnify and hold harmless the department and its duly appointed agents and employees from and against any and all claims, suits, liabilities, losses, damages, cost or expenses including attorney fees sustained by reason of the exercise of this permit, whether or not the same may have been caused by negligence of the department, its agents or employees.

Appendix B – Permit Processes.

The diagram below provides an overview of Louisiana Permit Processes to be implemented by the selected vendor.



Appendix C – Reports.

The system provided by the selected offeror must include several pre-defined reports. The general outline, contents, and formats of selected reports are shown below. The state may wish to make minor modifications to these reports during the course of system customization and deployment and all minor modifications shall be included within the price quoted by the selected proposer. The proposer may combine reports using filters and query parameters to produce final results listed below.

Exhibit C-1 below provides a description of each pre-defined report. Exhibits C-2 through C-3 provide copies of financial reports specified in Requirements A7.9.2 and A7.9.15.

Notes for Reports listed in Exhibit C-1

- For all reports that indicate a partial name may be provided in the input, the system shall return a list of customers containing the partial name input, the customer ID numbers, if the account is a bond account or not, the account number, the contact name and phone number, the account status, and the customer address.
- All reports shall include the date the report was generated and all inputs and filters used to generate the report.
- Definition for abbreviations shown in column 4 of Exhibit C-1:
 - O – report shall be generated on demand;
 - S – report shall be generated on the screen with column search and ordering capabilities as described in requirements A7.5 and A7.6;
 - P - report shall be generated on the screen but does not necessarily require the functionality described in requirements A7.5 and A7.6;
 - L - screen rendered report shall includes links to access the customer, permit, transmittal, and payment information, etc., as referenced in the report.

Exhibit C-1. The following table provides information on the data elements, summary and composite data elements, and organization of pre-specified reports to be included in the permit system.

Report Name	Description	Inputs/Filters	O/S/P/L	Data Elements	Sums / Composites
Adjustments Report	Lists adjustments made to accounts during the specified time frame	<ul style="list-style-type: none"> • Month or start/end date • Year 	O;S;L	<ul style="list-style-type: none"> ○ User name of person making adjustment ○ Adjustment date ○ Customer ID ○ Type of adjustment ○ Amount of adjustment ○ Description/Reason for adjustment 	None
Daily Transmittal	Lists all transactions in a specific transmittal	Transmittal Number	O;S;L	<ul style="list-style-type: none"> ○ Customer name ○ Customer ID ○ Cash control number ○ Check, Charge or Money order indicator (only last 4 digits of charge card number should be shown) ○ Type (Sale or Invoice) ○ Payment amount 	<ul style="list-style-type: none"> ○ Total Sales ○ Total Invoice payments ○ Total of sales and invoice payments ○ Total Credit Card Processing Fees ○ Total Agency Fees ○ Total Permitting Revenue
Daily Transmittal (Short Form)	Short form of the Daily Transmittal. Only lists last few individual transactions and totals	Transmittal Number	O;P	<ul style="list-style-type: none"> ○ Customer name ○ Customer ID ○ Cash control number ○ Check, Charge or Money order indicator (only last 4 digits of charge card number should be shown) ○ Type (Sale or Invoice) ○ Payment amount 	<ul style="list-style-type: none"> ○ Total Sales ○ Total Invoice payments ○ Total of sales and invoice payments ○ Total Credit Card Processing Fees ○ Total Agency Fees ○ Total Permitting Revenue
Permitting Daily Preview	Allows users to see their daily transactions for use in closeout	<ul style="list-style-type: none"> ○ User name ○ Date 	O;S;L	<ul style="list-style-type: none"> ○ Customer name ○ Customer ID ○ Cash control number ○ Check, Charge or Money order indicator (only last 4 digits of charge card number should be shown) ○ Type (Sale or Invoice) ○ Payment amount 	<ul style="list-style-type: none"> ○ Total Sales ○ Total Invoice payments ○ Total of sales and invoice payments ○ Total Credit Card Processing Fees ○ Total Agency Fees ○ Total Permitting Revenue

Report Name	Description	Inputs/Filters	O/S/P/L	Data Elements	Sums / Composites
Daily Transaction Report	Shows all transactions for the time period	<ul style="list-style-type: none"> Start Date and End Date Or today Supervisory group or all 	O;S;L	<ul style="list-style-type: none"> Time period or day for the report For each transaction – list the following: <ul style="list-style-type: none"> Customer Name Customer ID Customer USDOT / TIN / Driver’s License # Receipt Number Permit Number Permit Check number or last 4 digits of charge card Sale amount Payment amount Charge amount 	<ul style="list-style-type: none"> Total Prepaid permits Total cash permits Total charged permits Total number of Free Permits Total number of Permits Sold Total Cash A forms Total Charged A forms Total Cash C forms Total Charged C forms Total Charges Total Number of cancellations Total Number of voids Total Amount of Cancellations Total Amount of cancellation fees Permit Section Total amount Total Payments Total Adjustments Total cash taken over permit counter Total cash taken in Total Transactions for today Total number of Oversize permits Total number of Overweight permits Total Credit Card Fees Total Agency Fees
Forms sold to customers	Lists A and C forms sold to customers	<ul style="list-style-type: none"> Form type Customer ID or customer partial name or all customers Start date End date 	O;S;L	<p>For each transaction list the following:</p> <ul style="list-style-type: none"> Customer Customer sub account Customer ID Customer USDOT / TIN / Driver’s License # Form Numbers Date Amount Form Type Charge Type 	<ul style="list-style-type: none"> All inputs and filters used for the report

Report Name	Description	Inputs/Filters	O/S/P/L	Data Elements	Sums / Composites
Bond Customer invoices	Provides a monthly invoice to bond customers. This report shall also be available to customers on the web.	<ul style="list-style-type: none"> Customer Id Customer name or partial name or all accounts with activity Month or start date / end date 	O;P	<ul style="list-style-type: none"> Louisiana DOTD address and inquiry phone number Date of report generation Amount due Customer name and address Customer USDOT / TIN / Driver's License # For each transaction include <ul style="list-style-type: none"> Date Account Permit or Control Numbers Description Charges Credits Balance 	<ul style="list-style-type: none"> Total amount due
Permits by permit type	Lists the type and amount of permits sold for a specified period of time	<ul style="list-style-type: none"> Start and end date Permit type or all permit types customer 	O;P	For each permit type: <ul style="list-style-type: none"> Permit description Permit type code Total number of permits sold for permit type Total dollar amount of permits sold for permit type 	<ul style="list-style-type: none"> Total number of permits for all permit types listed Total dollar amount for all permit types listed
Permits Issued to Customer	Lists all permits issued to customer over a specified period of time Report shall also be available on the web for customers to view their own customer account information	<ul style="list-style-type: none"> Customer ID or partial customer name or all customers Start date End date <p>Allow to filter based on in the account is a bond account or not</p>	O;S;L	For each permit: <ul style="list-style-type: none"> Issued to Customer Name Issued to Customer ID Issued to Customer USDOT / TIN / Driver's License # Charged to Customer Name Charged to Customer ID Permit number Issue date and time Vehicle license number Commodity serial number Amount Permit type Charge type Faxed or emailed permit Email Fax number Permit amount Credit Card Charge amount (if applicable) 	

Report Name	Description	Inputs/Filters	O/S/P/L	Data Elements	Sums / Composites
Customer List	Lists all customers or all customers with active accounts over a specified period of time	<ul style="list-style-type: none"> Start date / end date May filter by account type 	O;S;L	For each customer <ul style="list-style-type: none"> Customer Id Customer name Customer USDOT / TIN / Driver's License # Customer Account Type Street City State Zip code Fax number Email address 	
Average Daily Sales	Lists daily averages over specified date range	<ul style="list-style-type: none"> Start date End date Flag indicating if average should be compared with previous periods Number of previous periods 	O;P	For the period of the date range given and for the number of previous periods (if any) give: <ul style="list-style-type: none"> Average Sales (in dollars) Average Number of Transactions Average Number of Permits Average Number of web permits issued Average Number of automated permits issued Average Number of web customers 	<ul style="list-style-type: none"> Total number of permits issued over each period Total number of web permits issued over each period Total number of automated permits issued over each period Total permit sales for each period Number of web customers for the period
Past due bond accounts (Cutoff report)	Lists all bond accounts that are past due	<ul style="list-style-type: none"> Month/year 	O;S;L	For each past due bond account, list the following: <ul style="list-style-type: none"> Customer name Customer Id Customer USDOT / TIN / Driver's License # Last month's charges This month's charges Current balance Current balance less this month's charges 	

Report Name	Description	Inputs/Filters	O/S/P/L	Data Elements	Sums / Composites
Fiscal Year to date report (Budget Report)	Lists summarized year to date totals for the prior month and the fiscal year to date	<ul style="list-style-type: none"> • Month • Fiscal year 	O;P	<p>For the prior month give:</p> <ul style="list-style-type: none"> • Number and sales of oversize permits • Number and sales of overweight permits • Number and sales of miscellaneous permits • Total for the above <p>For year to date for the fiscal year give:</p> <ul style="list-style-type: none"> • Number and sales of oversize permits • Number and sales of overweight permits • Number and sales of miscellaneous permits • Total for the above <p>For monthly averages for the fiscal year give</p> <ul style="list-style-type: none"> • Average number and sales of oversize permits • Average number and sales of overweight permits • Average number and sales of miscellaneous permits • Total for the above <p>For the fiscal year projections give:</p> <ul style="list-style-type: none"> • Number and sales of oversize permits • Number and sales of overweight permits • Number and sales of miscellaneous permits • Total for the above <p>For each month to date give details by permit type including:</p> <ul style="list-style-type: none"> • Month • Permit category (oversize, overweight, annual, single trip, monthly, yearly divisible, non-interstate, yearly non-divisible, trip non-divisible, misc.) • Permit type code • Total number of permits • Total dollar amount 	

Report Name	Description	Inputs/Filters	O/S/P/L	Data Elements	Sums / Composites
Web Credit Card Transmittals	Displays the transmittal information for credit card payments	<ul style="list-style-type: none"> • Status (approved, not approved, or both) • Current date (default) or date range 	O;S;L	For each transmittal list the following: <ul style="list-style-type: none"> • Status • Transmittal number • Created by • Amount • Approved / Rejected by 	
Fax Report	Provides information on permit faxing <i>Note: Users shall be able to re-fax or email permits from the screen rendered report.</i>	<ul style="list-style-type: none"> • Start and End date/time – default shall be the current day. • Fax category (all faxes, completed faxes, pending faxes, failed faxes) 	O;S;L	<ul style="list-style-type: none"> • Fax date • Failed fax reason • Permit ID • Fax number • Customer ID for customer to whom permit was issued • Customer Id for customer charged • Web Request ID • Amount Charged • Type of Permit • Method of Payment • Payment date • Fax message 	

Report Name	Description	Inputs/Filters	O/S/P/L	Data Elements	Sums / Composites
Web Report	Provides information on web applications and issued permits <i>Note: Users shall be able to re-fax or re-email permits from the screen rendered report.</i>	<ul style="list-style-type: none"> Start and End date/time – default shall be the current day. Permit category (all permits, issued permits, permits on hold) Payment type or all payment types Processing Category (permits issued automatically, permits requiring human intervention, all permits) 	O;S;L	<ul style="list-style-type: none"> Permit ID Email address Fax number Customer ID to whom the permit was issued Customer ID of customer charged Web request ID If the permit is on hold The reason the permit is on hold Company name Date of application Control number Payment method Amount paid Type of permit 	
Credit Card Report	List of permits paid by credit card	<ul style="list-style-type: none"> Start and End date/time – default shall be the current day. Permit category (faxed permits, emailed permits, or both) Processing category (issued automatically, permits requiring human intervention, or all permits) 	O;S;L	<ul style="list-style-type: none"> Date of transaction Permit Issuance by fax, email, printed If permit is on hold or issued Permit ID Email address Fax number Permit charge State credit card usage charge Total charge Payment authorization number Last 4 digits of credit card number charged Total charge Customer ID to whom the permit was issued Customer name to whom permit was issued Customer ID of customer charged Customer name of customer charged 	

Report Name	Description	Inputs/Filters	O/S/P/L	Data Elements	Sums / Composites
On hold permits report	Shows all reports requiring human intervention	<ul style="list-style-type: none"> • Start and End date/time • Flag indicating if only non-issued permits shall be listed, or issued permits (that required human intervention), or both. • User shall be able to filter by application method (web, fax, call-in), and filter by payment type and if the application was approved or rejected. 	O;S;L	<ul style="list-style-type: none"> • Customer ID to whom permit was issued • Customer name to whom permit was issued • Customer ID for customer charged • Customer name for customer charged • Web request ID • Control number • Date application was created • Current status • Letter date (of Bridge Rating letter) • Date approved • Power unit license number • Indicator of type of approvals needed • Types of approvals completed 	

Exhibit C-2. Surety Bond Report (See Requirement A7.9.2)

STATE OF LOUISIANA
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
SCHEDULE OF VENDOR SURETIES ON DEPOSIT FOR TRUCK PERMITS
July - September 2011
Fiscal Year 2011-2012

1153 Cash
3153 Revenue

Date	Description of Transaction	Deposit			Refunds			Net
		Date	CR No.	Amount	Date	Check No.	Amount	Deposits
	Balance brought forward							\$1,551,643.00
07/11	Pe Ben USA, Inc.	07/14/11	21489	\$6,000.00				\$6,000.00
	Brico Inc	07/20/11	21552	\$10,000.00	Increase Bond			\$10,000.00
	Old Dominion Freight Line Inc	07/20/11	21551	\$2,000.00				\$2,000.00
	Supreme Service & Specialty Co., Inc	07/20/11	21500	\$10,000.00				\$10,000.00
	Pitrebilt, LLC	07/25/11	21565	\$1,000.00				\$1,000.00
	July 2011 Balance							\$1,580,643.00
08/11	Big River Oilfield Services, LLC	08/04/11	21606	\$1,000.00	Increase Bond			\$1,000.00
	Brumley Transport, Inc	08/04/11	21607	\$1,000.00				\$1,000.00
	Leasing Unlimited, LLC	08/04/11	21608	\$2,000.00	Increase Bond			\$2,000.00
	Prewett Enterprise Inc	08/15/11	21616	\$6,000.00	Increase Bond			\$6,000.00
	Holt's Heavy Hauling	08/15/11	21617	\$2,000.00	Increase Bond			\$2,000.00
	Ace Heavy Haul LLC	08/23/11	21734	\$6,000.00				\$6,000.00
	High Capacity Coil	08/25/11	21739	\$7,000.00	Increase Bond			\$7,000.00
	Bayou Well Services LLC	08/25/11	21740	\$2,000.00				\$2,000.00
	Double K Trucking LLC	08/29/11	21750	\$2,000.00				\$2,000.00
	August 2011 Balance							\$1,607,643.00
09/11	Sojourner Trucking, Inc.	09/10/11	21810	\$1,000.00	Increase Bond			\$1,000.00
	Brumley Transport Inc.	09/12/11	21819	\$1,000.00	Increase Bond			\$1,000.00
	Mammoet USA Inc	09/15/11	21851	\$82,500.00				\$82,500.00
	Bricor Inc	09/16/11	21853	\$13,000.00	Increase Bond			\$13,000.00
	Bricor Inc						\$13,000.00	(\$13,000.00)
	Go-Coil LLC	09/28/11	21904	\$2,500.00	Increase Bond			\$2,500.00
	Hilton Services LP	09/28/11	21905	\$2,000.00	Increase Bond			\$2,000.00
	Adless Trahan House Moving				09/02/11	30344	\$950.00	(\$950.00)
								\$0.00
								\$0.00
								\$0.00
								\$0.00
								\$0.00
	September 2011 Balance							\$1,695,693.00

Appendix D – Data Migration.

The current Louisiana Permit System (PERBA) stored permit information in DB2. The PERBA DB2 table will be available for migration into the new permit system in the following file formats: Comma Delimited Text File; Microsoft Excel Spreadsheet, or Access Database. Exhibit D-1 shows the table layout, data elements, and data types/sizes for PERBA. The amount of data in the database is roughly estimated to be approximately 4 million permit records for approximately 15 to 25GB.

Exhibit D-1. PERBA Tables and Data Elements

Table	Data element	Type	Size
PERBA_CUSTOMER	CUSTOMERID	CHAR	6
	CUSTOMERTYPE	CHAR	1
	DAMBNDTYPE	CHAR	1
	DAMBNDAMT	DECIMAL	11,2
	DAMBNDSTARTDATE	DATE	
	DAMBNDENDDATE	DATE	
	CHGBNDTYPE	CHAR	1
	CHGBNDAMT	DECIMAL	11,2
	CHGBNDSTARTDATE	DATE	
	CHGBNDENDDATE	DATE	
	CHGBNDREMAINING	DECIMAL	11,2
	DAMBNDNOTEXPIRE	CHAR	1
	CHGBNDNOTEXPIRE	CHAR	1
	USDOT	CHAR	12
	IRPCARRIERIDNUM	CHAR	12
	FEIN_SSN	CHAR	9
	TAXIDTYPE	CHAR	1
	DAMBNDNAME	CHAR	50
PERBA_ACCOUNT	CUSTOMERID	CHAR	6
	ACCOUNTID	CHAR	2
	NAME	CHAR	50
	STATUS	CHAR	10
	PHONE	CHAR	17
	CONTACT	CHAR	50
	STREET	CHAR	50
	STREETDETAIL	CHAR	20
	CITY	CHAR	15
	STATE	CHAR	2
	ZIP	CHAR	10
	WEBCUSTOMER	CHAR	1
	WEBUPDATE	CHAR	1
	FAX	CHAR	17
	EMAIL	CHAR	50
COMMENTS	CHAR	254	

Table	Data element	Type	Size
	RESETPW	CHAR	1
	CALLINPW	CHAR	6
PERBA_CHARGE	CHARGEID	CHAR	9
	CUSTOMERID	CHAR	6
	ACCOUNTID	CHAR	2
	STATEMENTID	CHAR	6
	PERMITID	CHAR	11
	CTYPE	CHAR	2
	USERNAME	CHAR	50
	CAMOUNT	DECIMAL	9,2
	DESCRIPTION	VARCHAR	254
	CHARGEDATE	DATE	
	CHARGETIME	CHAR	8
	CHARGECONTROLNUM	CHAR	9
	RECEIPTNUMBER	CHAR	9
	REVISIONNUMBER	CHAR	1
	NSFCHECK	CHAR	1
PERBA_TRANSMITTAL	TRANSMITTER	CHAR	50
	TRANSMITTALID	CHAR	9
	TRANSDATE	DATE	
	TRANSTIME	CHAR	8
	DEBITORCREDIT	CHAR	1
	GLACCOUNT	CHAR	1
	TOTALAMOUNT	DECIMAL	9,2
	CASHCONTROLNUMBER	CHAR	6
	VOUCHERNUMBER	CHAR	6
	APPROVER	CHAR	50
	APPROVEDATE	DATE	
	APPROVETIME	CHAR	8
PERBA_STATEMENT	CUSTOMERID	CHAR	6
	ACCOUNTID	CHAR	2
	STATEMENTID	CHAR	6
	STATEMENTPERIOD	CHAR	21
	STATEMENTDATE	DATE	
	DELINQUENTDATE	DATE	
	PREVIOUSBALANCE	DECIMAL	9,2
PERBA_SLDAXLESET	PERMITID	CHAR	11
	REVISIONNUMBER	CHAR	1
	AXLESETID	CHAR	2
	AXLESPERSET	INTEGER	
	TIRESPERAXLE	INTEGER	
	AXLESETSPACING	DECIMAL	5,2
	DISTANCETONEXTAXLE	DECIMAL	5,2
	TAREWEIGHTPERAXLE	DECIMAL	8,2
	LOADWEIGHTPERAXLE	DECIMAL	8,2

Table	Data element	Type	Size
	CLTOTIRE1	DECIMAL	7,2
	TIRE1TOTIRE2	DECIMAL	7,2
	TIRE2TOTIRE3	DECIMAL	7,2
	TIRE3TOTIRE4	DECIMAL	7,2
	TIRE4TOTIRE5	DECIMAL	7,2
	TIRE5TOTIRE6	DECIMAL	7,2
	TIRELATERALSIZE	DECIMAL	5,2
	TIRERADIALSIZE	DECIMAL	5,2
	STEERINGAXLE	CHAR	1
PERBA_FORMS	CHARGEID	CHAR	9
	BATCHID	CHAR	2
	FORMTYPE	CHAR	1
	STARTINGFORMID	CHAR	7
	ENDINGFORMID	CHAR	7
	CUSTOMERID	CHAR	6
	ACCOUNTID	CHAR	2
	CHARGEDATE	DATE	
	FORMSRECEIPTNUM	CHAR	9
PERBA_NORMAXLESET	PERMITID	CHAR	11
	REVISIONNUMBER	CHAR	1
	AXLESETID	CHAR	2
	NUMAXLES	INTEGER	
	WTPERAXLESET	DECIMAL	9,0
	DISTONEXTAXLE	DECIMAL	6,2
PERBA_PERMIT	PERMITID	CHAR	11
	REVISIONNUMBER	CHAR	1
	PERMITTYPEID	CHAR	2
	FORMTYPE	CHAR	1
	FORMID	CHAR	7
	ISSUEDTOCUSTID	CHAR	6
	ISSUEDTOACCTID	CHAR	2
	ISSUEDDATE	DATE	
	ISSUEDTIME	CHAR	8
	CHARGETOCUSTID	CHAR	6
	CHARGETOACCTID	CHAR	2
	PERMITSTATUS	CHAR	25
	SUPERVISORSTATUS	CHAR	25
	BRIDGESTATUS	CHAR	25
	VEHICLEMAKE	CHAR	50
	VEHLICNUMBER	CHAR	25
	VEHLICST	CHAR	2
	ISTRAILER	CHAR	1
	TRALICNUMBER	CHAR	12
	TRALICST	CHAR	2
	COMMODITYNAME	CHAR	50

Table	Data element	Type	Size
	COMMODITYSERNUM	CHAR	25
	VEHHEIGHT	DECIMAL	6,2
	VEHWIDTH	DECIMAL	6,2
	VEHLENGTH	DECIMAL	6,2
	FRONTOVERHANG	DECIMAL	6,2
	REAROVERHANG	DECIMAL	6,2
	ALLAXLES	DECIMAL	2,0
	GROSSWEIGHT	DECIMAL	9,2
	RADIALTIRESZ	DECIMAL	4,2
	ORIGINCITY	CHAR	35
	DESTINATIONCITY	CHAR	35
	ORIGININTSN	CHAR	35
	DESTININTSN	CHAR	35
	ROUTESTRING	CHAR	250
	TOTALMILES	DECIMAL	6,2
	NOOFTRIPS	CHAR	2
	STARTDATE	DATE	
	FINISHDATE	DATE	
	DELIVERYMETHOD	CHAR	10
	REQUESTOFIMAGE	CHAR	1
	PERMITMEDIUM	CHAR	1
	STICKERNO	CHAR	5
	VIN	CHAR	25
	OFFROAD	CHAR	1
	NUMOFDAYS	DECIMAL	2,0
	NUMOFMONTHS	DECIMAL	2,0
	HPLBR	CHAR	1
	STRUCTEVAL	CHAR	1
	CFORMRET	CHAR	1
	PERMITCOMMENTS	VARCHAR	750
	INTERSTATE	CHAR	3
	ISSUEDBY	CHAR	50
	SUPERVISED BY	CHAR	50
	CHARGEBACK	CHAR	1
	EVALCOST	DECIMAL	7,2
	LETTERDATE	DATE	
	NOLETTERDATE	CHAR	1
	ROUTESTRING_1	VARCHAR	250
	PERMITCOMMENTS_1	VARCHAR	250
	EXPREGWT	DECIMAL	5,0
	VEHREGWT	DECIMAL	5,0
	VEHREGXDT	DATE	
PERBA_PAYMENT	PAYMENTID	CHAR	9
	CUSTOMERID	CHAR	6
	ACCOUNTID	CHAR	2

Table	Data element	Type	Size
	PYPE	CHAR	2
	USERNAME	CHAR	50
	PSTATUS	CHAR	1
	CHECKNUM	CHAR	10
	CHARGECDNUM	CHAR	19
	REFERENCENUM	CHAR	19
	PAMOUNT	DECIMAL	9,2
	PAYMENTDATE	DATE	
	PAYMENTTIME	CHAR	8
	DESCRIPTION	VARCHAR	254
	PUPLOADED	CHAR	1
	CASHCONTROLNUM	CHAR	9
	RECEIPTNUMBER	CHAR	9
	CHARGECARDNAME	CHAR	1
	CHARGECARDEXPDT	CHAR	24
	AUTH_CODE	CHAR	50
	FORACCT	CHAR	1
	TRANSMITTALID	CHAR	9
	BANKNAME	CHAR	25
	CCNTOTAL	DECIMAL	9,2

Appendix E – State GIS, Bridge, and Map Data Sources for Import into Permit System.

The following data types are referenced in Attachment I, Section 4.1. For each data type referenced, the table provides information on if the data is available in the state system, the name of the state system, export formats, and any additional notes. As many data types may be present in the same systems, repeat information will likely be listed in columns 4 and 5.

Data Type	Present in State Systems (Y/N)	State System	Export Formats	Notes
Centerline data for state maintained highways and interstates	Y	ESRI	Native format	
Centerline data for parish and city maintained roadways	Y	ESRI	Native format	
State roadway intersections and intersection locations	Y	ESRI	Native format	
City and parish roadway intersections with state routes, and intersection locations	Y	ESRI	Native format	
City and parish roadway intersections and intersection locations	Y	ESRI	Native format	
Route names for state, city, and parish maintained roadways. (including multiple names if used)	Y	ESRI	Native format	Route overlays will need clean-up and accuracy checks including mile begin and end points of routes.
Route mile point values and locations	Y	ESRI	Native format	Mile points will need clean-up and accuracy checks.
Route width restrictions	Y	ESRI or TAHI tables	Native Formats	This data not currently available for ramps. Collection and inclusion of ramp data may be completed in 2 years.
State Route border crossing mile point	Y	ESRI or TAHI	Native Formats	
On/off ramp information for state roadways	N			Not built into any table they have but is discoverable. Master structure file (STRM) may have some information.
State Bridge locations and restrictions, including underpass height restrictions	Y	Master Structure File (STRM)		

Data Type	Present in State Systems (Y/N)	State System	Export Formats	Notes
City and Parish bridge locations and restrictions, including underpass height restrictions	Y	Master Structure File (STRM)		Currently have latitude and longitude for these bridge locations and can generate end points. Accuracy will need to be verified.
Location of at-grade railroad crossings that may be hazardous to low clearance vehicles	N			FRA railroad crossing database contains this information but it doesn't closely match roadway locations.
Turning radii, where abnormally restricted (U-turns and roundabouts)	N			DOTD in-house experts may be able to provide this information for input into the system.
Information on cantilevered structures (moveable traffic signals and sign trusses) and truck dimensions that could successfully weave through the structure.	N			May be included in the Agile Assets database. Also, DOTD in-house experts may be able to provide some of this information for input into the system.
Addressing information, including origin and destination addresses and intersection cross streets to be related to state, parish or city routes.	N			State currently has Tom Tom and NavteQ licenses which could be accessed for Geocode data.
Tunnel and alternate route information, including if the alternate route must be traversed in the opposite direction to the flow of traffic.	N			DOTD in-house experts may be able to provide this information for input into the system.

Appendix F – System Interfaces.

Exhibit F-1 below provides information on system-to-system interfaces for the permitting system. Exhibit F-2 shows the CVIEW XML Interface format.

Exhibit F-1. Permit System Interface Summary

System to be Interfaced with Permit System	System Owner	System Type	Input / Output from Permit System	Update Frequency	Interface Type	Interface Purpose
CVIEW	DOTD	Relational database	Output	Updates upon credential issuance	XML (See Exhibit F-2 for Format)	Permit system uploads permit data to CVIEW immediately following permit issuance. Permit data in CVIEW is then accessible at roadside and weigh stations.
CVIEW	DOTD	Relational Database	Input	As required	Web Services	Allow the permit system to obtain carrier information based on USDOT, obtain vehicle information based on Plate/State or VIN, and verify vehicle and carrier OOS status, and registration currency and status.
LAGOV Financial Systems	DOTD	SAP	Output	Nightly	To be determined during task design phase	Transmit Financial data from the Permit system to the LAGOV system.
GIS	DOTD	ESRI	Input	As needed	Native Format	Provide state GIS data to permit system
GIS	DOTD	TAHI	Input	As needed	Native Format	

System to be Interfaced with Permit System	System Owner	System Type	Input / Output from Permit System	Update Frequency	Interface Type	Interface Purpose
Structure Information	DOTD	STRM (Master Structure File)	Input	As needed	STRM Native Format	Provide Louisiana Structure information to Permit system.
Bridge Analysis	DOTD	VIRTIS	Input/Output	As needed for bridge analysis	Vendor supplied format	To perform automated bridge analysis
Bridge Analysis	DOTD	Influence Line; TimberC and Steel Bridge Analysis software	Input/Output	As needed for bridge analysis	To be determined during design phase for this task.	To perform automated bridge analysis
Structure Images	DOTD	Visi software from Visimind	Input	As needed	To be determined during the design phase for this task.	Provide structure images to the mapping module of the permit system
Construction / Incident System	DOTD		Input	With each update	To be determined during the design phase for this task.	Provide construction information to the permit system.

Exhibit F-2. CVIEW XML Interface Format

```
<?xml version="1.0" encoding="UTF-8"?>
<TLA41 xmlns="http://www.lacview.org/namespaces/TLA41" xmlns:xsi="http://www.w3.org/2001/XMLSchema"
xsi:schemaLocation="http://www.lacview.org/namespaces/TLA41V1 TLA41V1.xsd">
```

```

<INTERFACE>
  <NAME>CVIEW</NAME>
  <VERSION>04.02</VERSION>
</INTERFACE>
<TRANSACTION>
  <VERSION>01.00</VERSION>
  <OPERATION>REPLACE</OPERATION>
  <DATE>20120410</DATE>
  <TIME>10:28</TIME>
  <TZ>CD</TZ>
</TRANSACTION>
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  <OSOW_CONTROL_NUMBER>A2392368</OSOW_CONTROL_NUMBER>
  <OSOW_COST>10</OSOW_COST>
  <OSOW_PAYMENT_METHOD>07</OSOW_PAYMENT_METHOD>
  <BEGIN_INSURANCE_DATE>20080906</BEGIN_INSURANCE_DATE>
  <END_INSURANCE_DATE>20120906</END_INSURANCE_DATE>
  <INSURANCE_COVERAGE_AMOUNT>1000000</INSURANCE_COVERAGE_AMOUNT>
  <PERMIT_TYPE>10</PERMIT_TYPE>
<OSOW_CUSTOMER>
  <ISSUED_TO_FLAG>1</ISSUED_TO_FLAG>
  <OSOW_CUSTOMER_NUMBER>002752-01</OSOW_CUSTOMER_NUMBER>
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    <NAME_TYPE>UN</NAME_TYPE>
    <NAME>ROYAL FIBERGLASS POOLS</NAME>
  <OSOW_ADDRESS>
    <ADDRESS_TYPE>MA</ADDRESS_TYPE>
    <STREET_LINE_1>1407 ANSE BROUSSARD HWY</STREET_LINE_1>
    <CITY>BREAUX BRIDGE</CITY>
    <STATE>LA</STATE>
    <ZIP_CODE>70517-0000</ZIP_CODE>
  </OSOW_ADDRESS>

```

```

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            <CITY>BREAUX BRIDGE</CITY>
            <STATE>LA</STATE>
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</OSOW_CUSTOMER>
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<TRAILER_PLATE_STATE>LA</TRAILER_PLATE_STATE>
<COMMODITY>SWIMMING POOL</COMMODITY>
<COMMODITY_SERIAL_NUMBER></COMMODITY_SERIAL_NUMBER>
<MOVE_BEGIN_DATE>20120411</MOVE_BEGIN_DATE>
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<OSOW_MOVE_DESTINATION>MISSISSIPPI</OSOW_MOVE_DESTINATION>
<OSOW_TOTAL_MILES></OSOW_TOTAL_MILES>
<OSOW_REMARKS>SHANE...GVW 26K...MANUEL PERMIT...MA</OSOW_REMARKS>
<OSOW_ISSUING_OFFICIAL>MICHELE L ANDERSON</OSOW_ISSUING_OFFICIAL>
</OSOW_PERMIT>
</TLA41>

ATTACHMENT II: CERTIFICATION STATEMENT

The undersigned hereby acknowledges she/he has read and understands all requirements and specifications of the Request for Proposals (RFP), including attachments.

OFFICIAL CONTACT. The State requests that the Proposer designate one person to receive all documents and the method in which the documents are best delivered. Identify the Contact name and fill in the information below: (Print Clearly)

Date _____ Official Contact Name: _____

A. E-mail Address (required): _____

B. Facsimile Number with area code: () _____

C. US Mail Address: _____

D. Telephone Number _____

Proposer certifies that the above information is true and grants permission to the State or Agencies to contact the above named person or otherwise verify the information provided.

By its submission of this proposal and authorized signature below, Proposer certifies that:

1. The information contained in its response to this RFP is accurate;
2. Proposer complies with each of the mandatory requirements listed in the RFP and will meet or exceed the functional and technical requirements specified therein;
3. Proposer accepts the procedures, evaluation criteria, mandatory contract terms and conditions, and all other administrative requirements set forth in this RFP.
4. Proposer's quote is valid for at least *One Year* from the date of proposal's signature below;
5. Proposer understands that if selected as the successful Proposer, he/she will have seven (7) business days from the date of delivery of final contract in which to complete contract negotiations, if any, and execute the final contract document. (Agency insert number of days to correspond to same number referenced in RFP section number 3.12 Contract Award and Execution.)
6. Proposer certifies, by signing and submitting a proposal for \$25,000 or more, that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in OMB Circular A-133. (A list of parties who have been suspended or debarred can be viewed via the internet at <https://www.sam.gov>.)
7. If subcontractors are proposed to be used, the proposer acknowledges total responsibility for the entire contract.

Authorized Signature: _____

Typed or Printed Name: _____

Title: _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

SIGNATURE of Proposer's Authorized Representative

DATE

ATTACHMENT III: SAMPLE CONTRACT

STATE OF LOUISIANA CONTRACT

On this ____ day of 20__, the State of Louisiana, Department of Transportation and Development (DOTD), hereinafter sometimes referred to as the "State", and [*CONTRACTOR'S NAME AND LEGAL ADDRESS INCLUDING ZIP CODE*], hereinafter sometimes referred to as the "Contractor", do hereby enter into a contract under the following terms and conditions.

1 SCOPE OF SERVICES

1.1 CONCISE DESCRIPTION OF SERVICES

The Contractor shall provide a transportation permit system to DOTD which will meet all requirements as specified in the Request for Proposal.

1.2 STATEMENT OF WORK

The Contractor shall perform all services and deliver all products as specified in Attachments I, IV, V, and VI of the Request for Proposal.

1.2.1 GOALS AND OBJECTIVES

This contract is for the purpose of implementing a Transportation Permit System for DOTD. The permit system will be implemented in two phases:

Phase I: Permit system deployment which will allow motor carriers to apply for and receive permits necessary for specialized travel within Louisiana. The permit system shall use envelope / static routes, where available, to route vehicles, shall calculate fees and allow for the issuance of permits. Phase I shall also include reporting and financial functions and interfaces with the credit card processing system, and the state CVIEW. Restriction management as applicable to envelope routing shall also be included.

Phase II: GIS based routing, bridge analysis, and mapping with restriction management as applicable to GIS based routing.

Phase I will be implemented on selection and contract execution. Phase II may be executed at the option of the state, and shall commence upon written Phase II Notice to Proceed given by the state.

1.2.2 CONTRACTOR AND CONTRACT DURATION.

One Prime Contractor (Contractor) will be selected for this contract. The period of any contract resulting from this RFP is tentatively scheduled to begin on or about August 1, 2013 and end on July 30, 2016. The State has the right to contract for up to thirty-six (36) months upon appropriate approvals.

1.2.3. PERFORMANCE MEASURES

The performance of the contract will be measured by the State Project Manager, authorized on behalf of the State, to evaluate the contractor's performance against the criteria in the Statement of Work and are identified as the milestones and deliverables specified in the RFP. The schedule for delivery shall be as specified in the RFP and in the Contractor's proposal, Section 4.

1.2.4. MONITORING PLAN

[Name and Title or Position] will monitor the services provided by the contractor and the expenditure of funds under this contract. Sis Guarisco, Transportation Permits Manager and Project Manager for this project, will be primarily responsible for the day-to-day contact with the contractor and day-to-day monitoring of the contractor's performance. The monitoring plan will include reviewing project status reports, monitoring project schedule, reviewing deliverables, and monitoring software performance.

1.2.5. DELIVERABLES

The Contract will be considered complete when Contractor has delivered and State has accepted all deliverables specified in the Statement of Work.

1.2.6. Veteran-Owned and Service-Connected Small Entrepreneurships (Veteran Initiative) and Louisiana Initiative for Small Entrepreneurships (Hudson Initiative) Programs Reporting Requirements

During the term of the contract and at expiration, the Contractor will be required to report Veteran-Owned and Service-Connected Disabled Veteran-Owned and Hudson Initiative small entrepreneurship subcontractor or distributor participation and the dollar amount of each.

1.2.7. SUBSTITUTION OF KEY PERSONNEL

The Contractor's personnel assigned to this Contract may not be replaced without the written consent of the State. Such consent shall not be unreasonably withheld or delayed provided an equally qualified replacement is offered. In the event that any State or Contractor personnel become unavailable due to resignation, illness, or other factors, excluding assignment to project outside this contract, outside of the State's or Contractor's reasonable control, as the case may be, the State or the Contractor, shall be responsible for providing an equally qualified replacement in time to avoid delays in completing tasks. The contractor will make every reasonable attempt to assign the personnel listed in his proposal.

2 ADMINISTRATIVE REQUIREMENTS

2.1 TERM OF CONTRACT

This contract shall begin on *[DATE]* and shall end on *[DATE]*. State has the right to contract for up to thirty-six (36) months upon appropriate approvals.

2.2 STATE FURNISHED RESOURCES

State shall appoint a Project Coordinator for this Contract identified in Section 1.2.4 that will provide oversight of the activities conducted hereunder. Notwithstanding the Contractor's responsibility for management during the performance of this Contract, the assigned Project Coordinator shall be the principal point of contact on behalf of the State and will be the principal point of contact for Contractor concerning Contractor's performance under this Contract.

2.3 TAXES

Contractor is responsible for payment of all applicable taxes from the funds to be received under this contract. Contractor's federal tax identification number is _____.

3 COMPENSATION AND MAXIMUM AMOUNT OF CONTRACT

3.1 PAYMENT TERMS

In consideration of the services required by this contract, State hereby agrees to pay to Contractor a maximum fee of \$[*TO BE INSERTED*]. Payments are predicated upon successful completion and written approval by the State of the described tasks and deliverables as provided in Section 1.0. Payments will be made to the Contractor after written acceptance by the State of the deliverable and approval of an invoice. State will make every reasonable effort to make payments within 30 days of the approval of invoice and under a valid contract. Payment will be made only on approval of [*name and title*].

During the execution of tasks contained in the Statement of Work, the Contractor may submit invoices for each deliverable, once the deliverable is approved by the State Project Manager. Deliverables and corresponding payment amounts are given in the vendor's cost proposal.

Contractor will not be paid more than the maximum amount of the contract.

Ten percent (10%) of fees approved by State Project Coordinator to be paid shall be withheld as retainage pending successful completion of the contract. Upon completion of all tasks contained in the Statement of Work to the satisfaction of the State, any amounts previously withheld as retainage will be paid.

4 TERMINATION

4.1 TERMINATION FOR CAUSE

State may terminate this Contract for cause based upon the failure of Contractor to comply with the terms and/or conditions of the Contract; provided that the State shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have either corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place the Contractor in default and the Contract shall terminate on the date specified in such notice. Failure to perform within the time agreed upon in the contract may constitute default and may cause cancellation of the contract.

Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of this contract provided that the Contractor shall give the State written notice specifying the State agency's failure and a reasonable opportunity for the state to cure the defect.

4.2 TERMINATION FOR CONVENIENCE

State may terminate the Contract at any time without penalty by giving thirty (30) days written notice to the Contractor of such termination or negotiating with the Contractor an effective date. Contractor shall be entitled to payment for deliverables in progress, to the extent work has been performed satisfactorily.

4.3 *TERMINATION FOR NON-APPROPRIATION OF FUNDS*

The continuation of this contract is contingent upon the appropriation of funds by the legislature to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act of Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds have not been appropriated.

5 INDEMNIFICATION AND LIMITATION OF LIABILITY

The Contractor shall indemnify, save harmless and defend the State against any and all claims, losses, liabilities, demands, suits, causes of action, damages, and judgments of sums of money growing out of, resulting from, or by reason of any act or omission of the Contractor, its agents, servants, independent contractors, or employees while engaged in, about, or in connection with the discharge or performance of the terms of this Agreement. Such indemnification shall include attorney's fees and court costs. Contractor shall provide and bear the expense of all personal and professional insurance related to its duties arising under this Agreement.

Contractor shall indemnify, defend and hold the State and its Authorized Users harmless, without limitation, from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities and costs which may be finally assessed against the State in any action for infringement of a United States Letter Patent with respect to the Products furnished, or of any copyright, trademark, trade secret or intellectual property right, provided that the State shall give the Contractor: (i) prompt written notice of any action, claim or threat of infringement suit, or other suit, (ii) the opportunity to take over, settle or defend such action, claim or suit at Contractor's sole expense, and (iii) assistance in the defense of any such action at the expense of Contractor. Where a dispute or claim arises relative to a real or anticipated infringement, the State or its Authorized Users may require Contractor, at its sole expense, to submit such information and documentation, including formal patent attorney opinions, as the Commissioner of Administration shall require.

The Contractor shall not be obligated to indemnify that portion of a claim or dispute based upon: i) Authorized User's unauthorized modification or alteration of a Product; ii) Authorized User's use of the Product in combination with other products not furnished by Contractor; iii) Authorized User's use in other than the specified operating conditions and environment.

In addition to the foregoing, if the use of any item(s) or part(s) thereof shall be enjoined for any reason or if Contractor believes that it may be enjoined, Contractor shall have the right, at its own expense and sole discretion as the Authorized User's exclusive remedy to take action in the following order of precedence: (i) to procure for the State the right to continue using such item(s) or part (s) thereof, as applicable; (ii) to modify the component so that it becomes non-infringing equipment of at least equal quality and performance; or (iii) to replace said item(s) or part(s) thereof, as applicable, with non-infringing components of at least equal quality and performance, or (iv) if none of the foregoing is commercially reasonable, then provide monetary compensation to the State up to the dollar amount of the Contract.

For all other claims against the Contractor where liability is not otherwise set forth in the Contract as being "without limitation", and regardless of the basis on which the claim is made, Contractor's liability for direct damages, shall be the greater of \$100,000, the dollar amount of the Contract, or two (2) times the charges rendered by the Contractor under the Contract. Unless otherwise specifically enumerated herein or in the work order mutually agreed between the parties, neither party shall be liable to the other for special, indirect or consequential damages, including lost data or records (unless the Contractor is required to back-up the data or records as part of the work plan), even if the party has been advised of the possibility of such damages. Neither party shall be liable for lost profits, lost revenue or lost institutional operating savings. The State and Authorized User may, in addition to other remedies available to them at law or equity and upon notice to the Contractor, retain such monies from amounts due Contractor, or may proceed against the performance and payment bond, if any, as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted by or against them.

6 CONTRACT CONTROVERSIES

Any claim or controversy arising out of the contract shall be resolved by the provisions of Louisiana Revised Statutes 39:1524-26.

7 FUND USE

Contractor agrees not to use contract proceeds to urge any elector to vote for or against any candidate or proposition on an election ballot nor shall such funds be used to lobby for or against any proposition or matter having the effect of law being considered by the Louisiana Legislature or any local governing authority. This provision shall not prevent the normal dissemination of factual information relative to a proposition on any election ballot or a proposition or matter having the effect of law being considered by the Louisiana Legislature or any local governing authority.

8 OWNERSHIP

All records, reports, documents and other material delivered or transmitted to Contractor by DOTD shall remain the property of DOTD, and shall be returned by Contractor to DOTD, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the property of DOTD, and shall, upon request, be returned by Contractor to DOTD, at Contractor's expense, at termination or expiration of this contract.

9 NON-ASSIGNABILITY

No contractor shall assign any interest in this contract by assignment, transfer, or novation, without prior written consent of the State. This provision shall not be construed to prohibit the contractor from assigning to a bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

10 RIGHT TO AUDIT

The State Legislative Auditor, agency, and/or federal auditors and internal auditors of the Division of Administration. shall have the option to audit all accounts directly pertaining to the contract for a period of three (3) years from the date of the last payment made under this contract. Records shall be made available during normal working hours for this purpose.

11 CONTRACT MODIFICATION

No amendment or variation of the terms of this contract shall be valid unless made in writing, signed by the parties and approved as required by law. No oral understanding or agreement not incorporated in the contract is binding on any of the parties.

12 CONFIDENTIALITY OF DATA

All financial, statistical, personal, technical and other data and information relating to the State's operation which are designated confidential by the State and made available to the contractor in order to carry out this contract, or which become available to the contractor in carrying out this contract, shall be protected by the contractor from unauthorized use and disclosure through the observance of the same or more effective procedural requirements as are applicable to the State. The identification of all such confidential data and information as well as the State's procedural requirements for protection of such data and information from unauthorized use and disclosure shall be provided by the State in writing to the contractor. If the methods and procedures employed by the contractor for the protection of the contractor's data and information are deemed by the State to be adequate for the protection of the State's confidential information, such methods and procedures may be used, with the written consent of the State, to carry out the intent of this paragraph. The contractor shall not be required under the provisions of the paragraph to keep confidential any data or information which is or becomes publicly available, is already rightfully in the contractor's possession, is independently developed by the contractor outside the scope of the contract, or is rightfully obtained from third parties.

13 COST RECORDS

The Contractor and its sub-Contractors shall maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred relative to this project. Costs shall be accordance with 48 CFR 31 of the (FARS), as modified by DOTD audit guidelines, and which are incorporated herein by reference as if copied in extensor. The FARS is available for inspection through www.transportation.org. Records shall be retained until such as an audit is made by DOTD or the Contractor is released in writing by the DOTD Audit Director, at which time the Contractor may dispose of such records. The Contractor shall, however, retain such records for a minimum of five years from the date of payment of the last estimate under this Contract or the release of all retainage for this Contract, whichever occurs later, for inspection by DOTD and/or Legislative Auditor and the FHWA or General Accounting (GAO) under State and Federal Regulations effective as of the date of this Contract.

14 SUBCONTRACTORS

The Contractor may, with prior written permission from the State, enter into subcontracts with third parties for the performance of any part of the Contractor's duties and obligations. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to the State and/or State Agency for any breach in the performance of the Contractor's duties. The Contractor will be the single point of contact for all subcontractor work.

15 COMPLIANCE WITH CIVIL RIGHTS LAWS

The contractor agrees to abide by the requirements of the following as applicable: Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Contractor agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

16 INSURANCE

Insurance shall be placed with insurers with an A.M. Best's rating of no less than A-: VI.

This rating requirement shall be waived for Worker's Compensation coverage only.

Contractor's Insurance: The Contractor shall not commence work under this contract until he has obtained all insurance required herein. Certificates of Insurance, fully executed by officers of the Insurance Company written or countersigned by an authorized Louisiana State agency, shall be filed with the State of Louisiana for approval. The Contractor shall not allow any sub-contractor to commence work on his subcontract until all similar insurance required for the subcontractor has been obtained and approved. If so requested, the Contractor shall also submit copies of insurance policies for inspection and approval of the State of Louisiana before work is commenced. Said policies shall not hereafter be canceled, permitted to expire, or be changed without thirty (30) days' notice in advance to the State of Louisiana and consented to by the State of Louisiana in writing and the policies shall so provide.

Compensation Insurance: Before any work is commenced, the Contractor shall maintain during the life of the contract, Workers' Compensation Insurance for all of the Contractor's employees employed at the site of the project. In case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance for all the latter's employees, unless such employees are covered by the protection afforded by the Contractor. In case any class of employees engaged in work under the contract at the site of the project is not protected under the Workers' Compensation Statute, the Contractor shall provide for any such employees, and shall further provide or cause any and all subcontractors to provide Employer's Liability Insurance for the protection of such employees not protected by the Workers' Compensation Statute.

Commercial General Liability Insurance: The Contractor shall maintain during the life of the contract such Commercial General Liability Insurance which shall protect him, the State, and any subcontractor during the performance of work covered by the contract from claims or damages for personal injury, including accidental death, as well as for claims for property damages, which may arise from operations under the contract, whether such operations be by himself or by a subcontractor, or by anyone directly or indirectly employed by either or them, or in such a manner as to impose liability to the State. Such insurance shall name the State as additional insured for claims arising from or as the result of the operations of the Contractor or his subcontractors. In the absence of specific regulations, the amount of coverage shall be as follows: Commercial General Liability Insurance, including bodily injury, property damage and contractual liability, with combined single limits of \$1,000,000.

Insurance Covering Special Hazards: Special hazards as determined by the State shall be covered by rider or riders in the Commercial General Liability Insurance Policy or policies herein elsewhere required to be furnished by the Contractor, or by separate policies of insurance in the amounts as defined in any Special Conditions of the contract included therewith.

Licensed and Non-Licensed Motor Vehicles: The Contractor shall maintain during the life of the contract, Automobile Liability Insurance in an amount not less than combined single limits of \$1,000,000 per occurrence for bodily injury/property damage. Such insurance shall cover the use of any non-licensed motor vehicles engaged in operations within the terms of the contract on the site of the work to be performed there under, unless such coverage is included in insurance elsewhere specified.

Subcontractor's Insurance: The Contractor shall require that any and all subcontractors, which are not protected under the Contractor's own insurance policies, take and maintain insurance of the same nature and in the same amounts as required of the Contractor.

17 APPLICABLE LAW

This contract shall be governed by and interpreted in accordance with the laws of the State of Louisiana. Venue of any action brought with regard to this contract shall be in the Nineteenth Judicial District Court, parish of East Baton Rouge, State of Louisiana.

18 CODE OF ETHICS

The contractor acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (R.S. 42:1101 et. seq., Code of Governmental Ethics) applies to the Contracting Party in the performance of services called for in this contract. The contractor agrees to immediately notify the state if potential violations of the Code of Governmental Ethics arise at any time during the term of this contract.

19 SEVERABILITY

If any term or condition of this Contract or the application thereof is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Contract are declared severable.

20 COMPLETE CONTRACT

This is the complete Contract between the parties with respect to the subject matter and all prior discussions and negotiations are merged into this contract. This Contract is entered into with neither party relying on any statement or representation made by the other party not embodied in this Contract and there are no other agreements or understanding changing or modifying the terms. This Contract shall become effective upon final statutory approval.

21 ENTIRE AGREEMENT & ORDER OF PRECEDENCE

This contract together with the RFP and contractor's proposal which are incorporated herein; shall, to the extent possible, be construed to give effect to all of its provisions; however, where provisions are in conflict, first priority shall be given to the provisions of the contract, excluding the Request for Proposals, its amendments and the Proposal; second priority shall be given to the provisions of the Request for Proposals and its amendments; and third priority shall be given to the provisions of the Contractor's Proposal.

THUS DONE AND SIGNED on the date(s) noted below:

CONTRACTOR'S SIGNATURE

STATE'S SIGNATURE

DATE

DATE

ATTACHMENT IV: COST PROPOSAL

I/We propose to furnish all products and services as outlined in this RFP, for the prices quoted below:

Exhibit 1. Cost Response Format

Reference Number	Requirements Addressed	Category Description	Deliverable	Labor Hours	Labor Cost	Other Direct Costs (1)	Total Costs
1 –Phase I							
1.0		Base Permit System License Fee for Phase I Components	Base Phase I Permit System. Phase I Software Warranty	--	--	\$xx	\$xx
1.1		Requirements Analysis and Documentation for Phase I	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.2		Phase I Design	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.3		Phase I Implementation and Testing	Specified in Attachment I Section 3	Total of all items under 1.3			
1.3.1	All A1 Phase I Requirements	Phase I Permit Application and Processing	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.3.2	All A2 Phase I Requirements	Phase I Payment Processing and Accounting	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.3.3	All A3 Phase I Requirements	Envelope Routing	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.3.4	All A4 Phase I Requirements	Phase I Bridge Interface	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.3.5	All A6 Phase I Requirements	Phase I Restrictions	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.3.6	All A7 Phase I Requirements	Phase I Reporting	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.3.7	All A8 Phase I Requirements	Phase I Configuration	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx

Reference Number	Requirements Addressed	Category Description	Deliverable	Labor Hours	Labor Cost	Other Direct Costs (1)	Total Costs
1.3.8	All Requirements in Section B1 through B3, with the exception of B2.7	Phase I Technical Requirements. Do not include hardware or supporting software costs in this section. Only include, coding, configuration and setup costs.	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.4	B4	Data Migration	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.5	Attachment VI, C2	Phase I Training	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
1.6		Phase I Acceptance Testing	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
2 – Phase I Annual Maintenance (to include Support Requirements detailed in Attachment VI, C1).							
2.1		Phase I Annual Maintenance – Year 1	Maintenance agreement and specified support	--	--	\$xx	\$xx
2.2		Phase I Annual Maintenance – Year 2	Maintenance agreement and specified support	--	--	\$xx	\$xx
2.3		Phase I Annual Maintenance – Year 3	Maintenance agreement and specified support	--	--	\$xx	\$xx
2.4		Phase I Maintenance – total of years 4 through 5	Maintenance agreement and specified support	--	--	\$xx	\$xx
3 – Phase II							
3.0		Base Permit System License Fee for Phase I Components <i>(Instructions: Include only those costs in addition to costs listed in #1.0)</i>	Base Phase II Permit System. Phase II Software Warranty.	--	--	\$xx	\$xx
3.1		Phase II Requirements	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.2		Phase II Design	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.3		Phase II Implementation and Testing	Specified in Attachment I Section 3	Total of all items under 3.3			

Reference Number	Requirements Addressed	Category Description	Deliverable	Labor Hours	Labor Cost	Other Direct Costs (1)	Total Costs
3.3.1	All A1 Phase II Requirements	Phase II Permit Application and Processing	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.3.2	All A3 Phase II Requirements	GIS Based Routing	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.3.3	All A4 Phase II Requirements	Phase II Bridge Analysis	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.3.4	All A5 Phase II Requirements	Mapping	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.3.5	All A6 Phase II Requirements	Phase II Restrictions	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.3.6	All A7 Phase II Requirements	Phase II Reporting	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.3.7	All A8 Phase II Requirements	Phase II Configuration	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.3.8	B2.7	Obtain GIS/Mapping data from multiple state sources	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.4	Attachment VI, C2	Phase II Training	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
3.5		Phase II Acceptance Testing	Specified in Attachment I Section 3	xx	\$xx	\$xx	\$xx
4 – Phase II Annual Maintenance to include support requirements detailed in Attachment VI, C1. (Instructions – Phase II Annual Maintenance costs should include only those costs that would be incurred in addition to the annual maintenance costs listed in: 2 – Phase I Annual Maintenance Costs.							
4.1		Phase II Annual Maintenance – Year 1	Maintenance agreement and specified support	--	--	\$xx	\$xx
4.2		Phase II Annual Maintenance – Year 2	Maintenance agreement and specified support	--	--	\$xx	\$xx
4.3		Phase II Annual Maintenance – Year 3	Maintenance agreement and specified support	--	--	\$xx	\$xx
4.4		Phase II Maintenance – total of years 4 through 5	Maintenance agreement and specified support	--	--	\$xx	\$xx
5 – Optional Tasks (Instructions – list each optional task separately, referencing the requirement number and providing the associated costs. Include a line item for each optional task with the exception of A5.3, which should be detailed by data type)							

Reference Number	Requirements Addressed	Category Description	Deliverable	Labor Hours	Labor Cost	Other Direct Costs (1)	Total Costs
5.1	A1.6.2	OCR processing	Software module, integration testing and all other testing documentation	xx	\$xx	\$xx	\$xx
5.2	A1.17	Storage of permit application images	Software module, integration testing and all other testing documentation	xx	\$xx	\$xx	\$xx
ETC.							
6 – Alternate GIS/Mapping Data Sources (<i>Instructions - list all licensing and annual maintenance costs of all alternate GIS/Mapping data sources listed in Section 6 of the vendor proposal. Lines below provide an example</i>)							
6.1	N/A	NavTeq License	<i>Instructions: Vendor should specify deliverable</i>	xx	\$xx	\$xx	\$xx
6.2	N/A	NavTeq Annual Maintenance	<i>Instructions: Vendor should specify deliverable</i>	xx	\$xx	\$xx	\$xx
Totals should be provided as follows:							
A	References #1	Total, Phase I Requirements	N/A	xx	\$xx	\$xx	\$xx
B	References #3	Total, Phase II Requirements	N/A	xx	\$xx	\$xx	\$xx
C	References #5	Total, Optional Requirements	N/A	xx	\$xx	\$xx	\$xx
D		Total Phase I, Hardware, communications, supporting software, acquisition costs	All hardware, communications and supporting software including licenses where applicable.	--	--	\$xx	\$xx
E		Total Phase II, Hardware, communications, supporting software, acquisition costs. (<i>Instructions – only list those costs in addition to those listed in D.</i>)	All hardware, communications and supporting software including licenses where applicable.	--	--	\$xx	\$xx
F	Equals A+D	Total, Phase I Requirements	N/A	xx	\$xx	\$xx	\$xx
G	Equals B+E	Total, Phase II Requirements	N/A	xx	\$xx	\$xx	\$xx

Reference Number	Requirements Addressed	Category Description	Deliverable	Labor Hours	Labor Cost	Other Direct Costs (1)	Total Costs
H	Equals F+G	Total, Phase I and II	N/A	xx	\$xx	\$xx	\$xx
I		Total Phase I annual maintenance for hardware and supporting software	Maintenance agreements for hardware and supporting software	--	--	\$xx	\$xx
J		Total Phase II annual maintenance for hardware and supporting software	Maintenance agreements for hardware and supporting software	--	--	\$xx	\$xx

(1) ODCs should include all costs which are not labor, i.e., travel, meetings, etc.

Exhibit 2. Average Hourly Rate Schedule for Change Orders

Type of Work	Average Hourly Rate for Contract Period
Requirements Analysis / Design / Programming	
Installation / Testing	

Name of Firm: _____

Address of Firm: _____

Telephone Number: _____

Signature: _____

Name and Title: _____

Date: _____

ATTACHMENT V: PROJECT MANAGEMENT REQUIREMENTS

Proposer should insert a new row below each requirements line of the table below. In each new row, Proposer should provide the information requested and shall describe how the Proposer will meet the requirement.

All requirements, unless specified, are required for all phases of implementation and should be included in costs specified for those phases.

D	PROJECT MANAGEMENT AND PROGRESS REPORTING
D1	The selected Offeror will produce monthly status reports and hold a twice-monthly teleconference to discuss project status, needs, next steps, etc. Please provide a proposed sample status report as part of the response. The Offeror will modify this report template as required by the state.
D2	<p>Change Requests: The state will establish a permit system Change Control Board that will evaluate all requested changes to the permit system requirements that occur during project implementation, deployment, and maintenance periods. The selected offeror will be required to assist the state in evaluating each requested change by providing information as requested as related to:</p> <ol style="list-style-type: none"> 1. technical / business impacts, 2. costs, 3. testing requirements, 4. the size and complexity of the requested change 5. possible alternatives 6. schedule and schedule impacts 7. risks introduced by the proposed change <p>The permit system Change Control Board will meet periodically to review requested changes. If requests are approved, the selected offeror will be requested to schedule the implementation of the change.</p>
D3	<p>Verification of Requirements Implementation. The correct implementation of each requirement in Sections A and B above will be verified by the offeror prior to acceptance testing.</p> <p>Instructions: Each offeror should include the method of requirements verification for each requirement listed in Attachment I, Section 4. A table should be provided in the offeror's proposal which lists the requirement number and the method of correct implementation verification.</p>
D4	Phase I of the Permit System will be ready for acceptance testing by the state 9 months after Notice to Proceed is provided. Phase 2 will be ready for acceptance testing by the state 26 months after Notice to Proceed.
D5	Phase I of the initial user training for the permit system shall be completed within 10 months of the Notice to Proceed. Phase 2 will be completed 30 months after Notice to Proceed.

ATTACHMENT VI: TRAINING AND MAINTENANCE REQUIREMENTS

Proposer should insert a new row below each requirements line of the table below. In each new row, Proposer should provide the information requested and shall describe how the Proposer will meet the requirement.

System Support and Maintenance costs should be included in the cost section of the proposal. Costs associated with each Phase and optional task should be listed separately as shown in Attachment IV.

C	SYSTEM SUPPORT REQUIREMENTS
C1	System Support and Maintenance
C1.1	Maintenance Contract: A maintenance contract is required as follows:
C1.1.1	A three year maintenance contract is required.
C1.1.2	Offeror will make provision to extend maintenance contract annually for Years 4-5
C1.2	On-site Technical Support: The Contractor shall provide on-site technical support during installations and first week of production operation for Phase I and Phase II implementations. The responsibility of the on-site technical personnel will be to facilitate installation, assist in operation, coordinate contractor activities, and mitigate performance problems.
C1.3	Systems and/or Software: The Contractor shall supply any specialized systems and/or software to perform monitoring and reporting of availability of the equipment to measure compliance with the performance requirements.
C1.4	A one-year warranty is required for all vendor supplied third party software and all vendor supplied hardware.
C1.5	A compiled executable and the associated source code, system utilities, scripts, etc., and system documentation, to be updated each time there is a system upgrade or at a minimum annually, must be held in escrow for the State, in the event that the successful Proposer ceases to support the product.
C1.6	License Agreements: The Contractor will grant the State an enterprise license to use the permit system statewide at any number of locations and any number of computers and any number of users as determined by the State. There will be no limitation of the number of workstations using the software at any location. In addition, the contractor shall grant the state the authority to copy and distribute all installation for software) and software disks and instruction manuals to participating locations statewide. Responses to the RFP must include descriptions of the software licenses being provided for the permit system and supporting software, such as databases, reporting software, etc. A description of each software license must indicate the type of license such as enterprise, server, concurrent user, active user, DB size, and all other factors that may limit the State's use of the software.
C1.7	Software problem reporting via a toll free number with response times listed below: <ul style="list-style-type: none"> 1) Errors or system shutdowns that make the system unusable or make it unable to issue permits: Immediate response to the trouble ticket and up to 2 hours to solve the problem. 2) Errors that cause the use of work-arounds in order to issue permits: 2-hour maximum response time indicating the problem is being addressed and up to 12 hours to solve 3) Minor errors: 4 hour maximum response time indicating the problem is being addressed and up to 48 hours to solve. Note that on-site support may be requested as specified in C1.8.

C	SYSTEM SUPPORT REQUIREMENTS
C1.8	Vendor shall provide on-site technical support for the State agents using the permit system. The technical support shall be provided by a technician that is familiar with DOTD policies and procedures and well versed in the IT environment and standards of the DOTD. Support shall be provided via phone or at desk side based on issue severity and at the discretion of the agent receiving support. For desk side support of state personnel located in the DOTD headquarters, the technician shall arrive desk side within 30 minutes of request. Support shall be provided for general use of the application, its operation on the DOTD network, and in troubleshooting issues with application operation and performance. Support shall be available on-site during DOTD normal working hours.
C1.9	Service and Maintenance Reports: Monthly service and maintenance reports shall be provided electronically to the state. Reports shall include work performed, duration of function, recommended additional services. As length of downtime is critical to this operation, the contractor shall provide a monthly tally of down time experienced.
C1.10	Vendor Supplied Interfaces: Vendor-supplied interfaces shall be kept in proper working order, shall be maintained and updated as required to ensure ongoing compatibility to interfaced systems.
C1.11	Vendor Coordination: The Contractor shall coordinate with each third party vendor for the development and maintenance of interfaces between the permit system and other state systems.
C1.12	Permit System Warranty: A six month warranty shall be provided on Phase I and Phase II permit system software. After the conclusion of the warranty period for each Phase, annual maintenance for that Phase shall begin.
C2	Training and Documentation
C2.1	Training Requirements: The Contractor must provide the training to technical administrators and permit system users according to the requirements provided below.
C.2.1.2	Number of users to be trained: User training shall be provided for up to 30 people in the Transportation Permits office. This training may be divided into 2 or more sessions to accommodate DOTD training facility size. User training for Bridge Rating users shall be in a separate training session and accommodate up to 4 users. User training for DOTD Financial Services shall accommodate up to 4 users. Administrator training shall be provided for up to 3 people in the Transportation Permitting office.
C2.1.3	System administrator and technical training: The vendor is required to provide system administrator, system and interface management, and technical training prior to the installation of software for each project phase and for each software update that affects a modification of any state maintenance activity. The above training shall accommodate up to 6 state IT personnel.
C2.1.4	Documentation and instructional information must be available for permit system maintenance and support operations that are to be carried out by the state. This documentation must be updated with each system release and upgrade to reflect the new/upgraded system functions.
C2.2	Training shall be on-going as vendor rolls out new versions and capabilities. Specifics of the ongoing training shall be software operation and function as related to new version / capabilities; changes in set-up and administration of users, user groups, query and reporting capabilities; changes in use of query and reporting functions; new functions or new business processes that are added as system upgrades. On-going training may be provided via "webinar".
C2.3	Training materials shall be customized to meet the business need of the agencies and customers using the permit system. Copies of user guides, functional materials, shall be provided to support all staff utilizing the system. Vendor shall allow the state to make as many copies of the materials as required.
C2.4	If requested by the state, the vendor shall be available for and attend periodic partnering workshops to maintain quality assurance and problem resolution.
C2.5	The system must include on-line help for both motor carrier or service bureau web users and state users.

C	SYSTEM SUPPORT REQUIREMENTS
C2.6	The system must include a permit application online tutorial accessible to web users.

SOFTWARE LICENSE AND MAINTENANCE AGREEMENT

This Software License and Maintenance Agreement (“Agreement”) is entered into as of _____ (“Effective Day”) by and between _____ (“Contractor”), with offices at _____ and The Department of _____ (“ ”) (“State”) with an address at _____.

TERM:

The term of this Agreement begins on the effective date and will expire _____ year(s) later, unless terminated in accordance with the termination clauses in this agreement. Any renewal term shall be mutually agreed to by the parties in writing.

APPLICABLE LAW:

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Louisiana. Venue of any action brought with regard to this Agreement shall be in the Nineteenth Judicial District Court, parish of East Baton Rouge, State of Louisiana.

GRANT OF LICENSE:

(Enter applicable language regarding the type of license)

OWNERSHIP:

(Enter applicable language regarding who maintains ownership of software)

COPIES:

(Enter applicable language regarding the number of copies that that are allowed to be made)

SUPPORT PLAN:

(Enter applicable language regarding maintenance that will be provided by contractor, i.e. preventative maintenance, remedial maintenance, issue resolution procedure, help desk and on-site support, support hours and policies, priority and response schedule for customer support issues)

INDEMNIFICATION AND LIMITATION OF LIABILITY:

Neither party shall be liable for any delay or failure in performance beyond its control resulting from acts of God or force majeure. The parties shall use reasonable efforts to eliminate or minimize the effect of such events upon performance of their respective duties under this Agreement.

Contractor shall be fully liable for the actions of its agents, employees, partners or subcontractors and shall fully indemnify and hold harmless the State from suits, actions, damages and costs of every name and description relating to personal injury and damage to real or personal tangible property caused by Contractor, its agents, employees, partners or subcontractors in the performance of this contract, without limitation; provided, however, that the Contractor shall not indemnify for that portion of any claim, loss or damage arising hereunder due to the negligent act or failure to act of the State.

Contractor will indemnify, defend and hold the State harmless, *without limitation*, from and against any and all damages, expenses (including reasonable attorneys' fees), claims judgments, liabilities and costs which may be finally assessed against the State in any action for infringement of a United States Letter Patent with respect to the Products, Materials or Services furnished, or of any copyright, trademark, trade secret or intellectual property right, provided that the State shall give the Contractor: (i) prompt written notice of any action, claim or threat of infringement suit, or other suit, (ii) the opportunity to take over, settle or defend such action, claim or suit at Contractor's sole expense, and (iii) assistance in the defense of any such action at the expense of Contractor. Where a dispute or claim arises relative to a real or anticipated infringement, the State may require Contractor, at its sole expense, to submit such information and documentation, including formal patent attorney opinions, as the Commissioner of Administration shall require.

The Contractor shall not be obligated to indemnify that portion of a claim or dispute based upon: i) State's unauthorized modification or alteration of a Product, Material or Service; ii) State's use of the Service in combination with other products, materials, or services not furnished by Contractor; iii) State's use in other than the specified operating conditions and environment.

In addition to the foregoing, if the use of any item(s) or part(s) thereof shall be enjoined for any reason or if Contractor believes that it may be enjoined, Contractor shall have the right, at its own expense and sole discretion as the state's exclusive remedy to take action in the following order of precedence: (i) to procure for the State the right to continue using such item(s) or part (s) thereof, as applicable; (ii) to modify the component so that it becomes non- infringing equipment of at least equal quality and performance; or (iii) to replace said item(s) or part(s) thereof, as applicable, with non-infringing components of at least equal quality and performance, or (iv) if none of the foregoing is commercially reasonable, then provide monetary compensation to the State up to the dollar amount of the Contract.

For all other claims against the Contractor where liability is not otherwise set forth in the Agreement as being without limitation, and regardless of the basis on which the claim is made, Contractor's liability **for direct damages, shall be the greater of \$100,000, the dollar amount of the Contract, or two (2) times the charges for services rendered by the Contractor under the Contract.** Unless otherwise specifically enumerated herein mutually agreed between the parties, neither party shall be liable to the other for special, indirect or consequential damages, including lost data or records (unless the Contractor is required to back-up the data or records as part of the work plan), even if the party has been advised of the possibility of such damages. Neither party shall be liable for lost profits, lost revenue or lost institutional operating savings.

The State may, in addition to other remedies available to them at law or equity and upon notice to the Contractor, retain such monies from amounts due Contractor, or may proceed against the performance and payment bond, if any, as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted by or against them.

CODE OF ETHICS:

The contractor acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (R.S. 42:1101 et. seq., Code of Governmental Ethics) applies to the Contracting Party in the performance of services called for in this agreement. The Contractor agrees to immediately notify the state if

potential violations of the Code of Governmental Ethics arise at any time during the term of this agreement.

WAIVER:

Waiver of any breach of any term or condition of this Agreement shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this Agreement shall be held to be waived, modified or deleted except by the written consent of both parties

HEADINGS:

Descriptive headings in this agreement are for convenience only and shall not affect the construction of this agreement or meaning of contractual language.

ASSIGNMENT:

No contractor shall assign any interest in this agreement by assignment, transfer, or novation, without prior written consent of the State. This provision shall not be construed to prohibit the contractor from assigning his bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

CONTRACT CONTROVERSIES:

Any claim or controversy arising out of the agreement shall be resolved by the provisions of Louisiana Revised Statute 39:1673.

RIGHT TO AUDIT:

The State Legislative auditor, federal auditors and internal auditors of the State, or others so designated by the State, shall have the option to audit all accounts directly pertaining to the agreement for a period of five (5) years after project acceptance or as required by applicable State and Federal Law. Records shall be made available during normal working hours for this purpose.

COMPLETE AGREEMENT:

This is the complete Agreement between the parties with respect to the subject matter and all prior discussions and negotiations are merged into this contract. This Agreement is entered into with neither party relying on any statement or representation made by the other party not embodied in this Agreement and there are no other agreements or understanding changing or modifying the terms. This Agreement shall become effective upon final statutory approval.

CONTRACT MODIFICATIONS:

No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required by law. No oral understanding or agreement not incorporated in the agreement is binding on any of the parties.

SEVERABILITY:

If any term or condition of this Agreement, or the application thereof, is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application; to this end the terms and conditions of this Agreement are severable.

TAXES:

Any taxes, other than State and local sales and use taxes from which the State is exempt, shall be assumed to be included within the total cost shown in Exhibit A.

TERMINATION CLAUSES:**TERMINATION FOR CONVENIENCE:**

The State may terminate this Agreement at any time by giving thirty (30) days written notice to contractor of such termination or negotiating with the Contractor an effective date.

TERMINATION FOR CAUSE:

The State may terminate this agreement for cause based upon the failure of Contractor to comply with the terms and/or conditions of the Agreement provided that the State shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct such failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place the Contractor in default and the Agreement shall terminate on the date specified in such notice.

The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of this agreement, provided that the Contractor shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

TERMINATION FOR NON-APPROPRIATION OF FUNDS:

The continuation of this agreement is contingent upon the appropriation of funds by the legislature to fulfill the requirements of the agreement. If the legislature fails to appropriate sufficient monies to provide for the continuation of the agreement, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act or Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the agreement, the agreement shall terminate on the date of the beginning of the first fiscal year for which funds have not been appropriated.

SECURITY:

Contractor's personnel will comply with all security regulations in effect at the State's premises, and externally for materials and property belonging to the State or to the project. Where special security precautions are warranted (e.g., correctional facilities), the State shall provide such procedures to the Contractor, accordingly. Contractor is responsible for promptly reporting to the State any known breach of security.

CONFIDENTIALITY:

The following provision will apply unless the State Agency specifically indicates that all information exchanged will be non-confidential:

All financial, statistical, personal, technical and other data and information relating to the State's operations which are designated confidential by the State and made available to the Contractor in

order to carry out this Agreement or which becomes available to the Contractor in carrying out this Agreement, shall be protected by the Contractor from unauthorized use and disclosure through the observance of the same or more effective procedural requirements as are applicable to the State. The identification of all such confidential data and information as well as the State's procedural requirements for protection of such data and information from unauthorized use and disclosure shall be provided by the State in writing to the Contractor. If the methods and procedures employed by the Contractor for the protection of the Contractor's data and information are deemed by the State to be adequate for the protection of the State's confidential information, such methods and procedures may be used, with the written consent of the State, to carry out the intent of this paragraph. The Contractor shall not be required under the provisions of the paragraph to keep confidential any data or information which is or becomes publicly available, is already rightfully in the Contractor's possession, is independently developed by the Contractor outside the scope of the agreement, or is rightfully obtained from third parties.

COMPLIANCE WITH CIVIL RIGHTS LAWS:

The Contractor agrees to abide by the requirements of the following as applicable: Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Contractor agrees not to discriminate in its employment practices, and will render services under this Agreement, without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Agreement.

PAYMENT:

The Contractor shall invoice the State Agency directly and payment shall be made by the State Agency directly to the Contractor in accordance with the payment terms agreed to in Exhibit A.

USE OF AGENCY'S FACILITIES:

Any property of the State furnished to the Contractor shall be used only for the performance of this Agreement.

The Contractor shall be responsible for any loss or damage to property of the State and/or State Agency which results from willful misconduct or lack of good faith on the part of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices, to ensure that the property will be returned to the State and/or State Agency in like condition, except for normal wear and tear, to that in which it was furnished to the Contractor. Upon the happening of loss, or destruction of, or damage to property of the State, the Contractor shall notify the State thereof and shall take all reasonable steps to protect that property from further damage.

The Contractor shall surrender to the State Agency all property of the State Agency prior to settlement upon completion, termination, or cancellation of this Agreement. All reference to the Contractor under this section shall include any of its employees, agents, or subcontractors.

LATE PAYMENTS:

Interest due by a State agency for late payments shall be in accordance with R.S. 39:1695 and 13:4202.

WARRANTIES:

Contractor warrants that all services shall be performed in a workmanlike manner, and according to its current description contained in this Agreement.

No Surreptitious Code Warranty. Contractor warrants that Contractor will make all commercially reasonable efforts not to include any Unauthorized Code in any software provided hereunder. "Unauthorized Code" means any virus, Trojan horse, worm or other software routine or component designed to permit unauthorized access to disable, erase, or otherwise harm software, equipment, or data, or to perform any other such actions. Excluded from this prohibition are identified and State-authorized features designed for purposes of maintenance or technical support.

WARRANTY OF PERFORMANCE

(Add applicable language regarding the warranty of the software)

EXTENT OF WARRANTY:

THESE WARRANTIES REPLACE ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

IN WITNESS WHEREOF, the parties execute this Agreement as of the Effective Date. Each person who signs this Agreement below represents that such person is fully authorized to sign this Agreement on behalf of the applicable party

Accepted By:

(Enter Contractor's name)

Accepted By:

(Enter Agency name)

Signature

Signature

Name

Name

Title

Title

Date

Date

EXHIBIT A

SOFTWARE	NO. OF LICENSES	UNIT PRICE	TOTAL PRICE
<i>(Enter description of software)</i>			

SUPPORT AND MAINTENANCE	PRICE