

CONTRACT INSTRUCTIONS

1. Throughout the contract instructions printed in **RED** (e.g., **PROCURING PARTY LEGAL ENTITY NAME**, **NUMBER**, **DATE**, **\$\$\$\$.\$\$**, **MM**, **#**, etc.) denote “blanks” which must be completed. Replace the **RED** instructional text with the correct information in regular style print of conforming font and color.
2. Fill in the blanks to indicate the quantities and the costs associated with the requested number of access points in section C.2.b. of this contract.
3. Sign and Date Contract.
4. Submit Payment and signed contract document to:
 - a. Please make your check or money order payable to Tennessee Department of Transportation
 - b. Engineering Division
Headquarters Geodetics Section
Tennessee Department of Transportation
6604 Centennial Boulevard
Nashville, TN 37243
(615) 741-2875
TDOT.GNSSNetwork@tn.gov
5. Upon execution of this Contract and after payment is verified, the State will turn on TDOT GNSS Reference Network access for the Procuring Party's username and password for the requested number of simultaneous access points.
6. Please allow thirty (30) days from the State's receipt of the Procuring Party's executed contract and payment, for the State to process the Contract, verify payment, and assign an Access Point User Name and Password.
7. **Fees for the entire period of the Contract shall be provided with the signed contract.**
8. If the appropriate fees are not received with the signed Contract, the State will not process the Contract for access.
9. If you have any questions related to completion of this agreement, please contact the Headquarters Geodetics Section at (615) 741-2875 or TDOT.GNSSNetwork@tn.gov.



CONTRACT

(state revenue contract with a federal or Tennessee local or quasi-governmental entity)

Begin Date	End Date	Agency Tracking # 40100-51254	Edison ID 83948
Procuring Party Legal Entity Name			Procuring Party Registration ID
Service Caption			
Agency Contact & Telephone #		OCR USE - RV	

CONTRACT
BETWEEN THE STATE OF TENNESSEE,
DEPARTMENT OF TRANSPORTATION
AND
PROCURING PARTY NAME

This Contract, by and between the State of Tennessee, Department of Transportation, hereinafter referred to as the "State" and **Procuring Party Legal Entity Name**, hereinafter referred to as the "Procuring Party," is for the provision of **TDOT GNSS Reference Network Access**, as further defined in the "SCOPE OF SERVICES."

A. SCOPE OF SERVICES:

- A.1. The State shall provide all goods, services or deliverables as required, described, and detailed herein and shall meet all service and delivery timelines as specified by this Agreement.
- A.2. Definitions. For purposes of this Contract, definitions shall be as follows and as set forth in the Contract:
 - a. GNSS – Global Navigation Satellite System
 - b. NTRIP – Network Transport of RTCM via Internet Protocol
 - c. RTCM – Radio Technical Commission for Maritime Services
 - d. NGS – National Geodetic Survey
- A.3. The Procuring Party shall have unlimited access to the TDOT GNSS Reference Network for the number of simultaneous connections for which payment has been received. The Procuring Party will have one username and password assigned; however, multiple simultaneous connections to the TDOT GNSS Reference Network can be allowed per username and password if multiple access points are purchased. Access shall only be used by the individual Procuring Party, their company, or public sector entity (if Procuring Party represents a public sector entity).
- A.4. The Procuring Party shall not transfer access, via its username and password, to any person or entity not an employee of the Procuring Party's company or public sector entity.
- A.5. The Procuring Party shall connect to the internet IP address provided by the State for use via the Procuring Party's mobile devices for positioning, locating and navigating with satellites of the GNSS.
- A.6. The Procuring Party will be granted access to the TDOT GNSS Reference Network only after authenticated username and password information have been verified and approved by the public domain interface Network Transport of RTCM Protocol (NTRIP).
- A.7. The Procuring Party shall be responsible for the purchase, lease, installation, maintenance, and operation of all equipment necessary to use TDOT GNSS Reference Network services, including without limitation, the NTRIP protocol.
- A.8. The Procuring Party shall notify the State of any unauthorized use of their login.
- A.9. The State shall maintain and operate the TDOT GNSS Reference Network, Monday through Friday from 8:00 AM to 4:30 PM (Central Time), excluding State Holidays.
- A.10. The State shall operate and maintain a web application to display the TDOT GNSS Reference Network status.
- A.11. The State shall broadcast real time GNSS Network corrections in RTCM formats from the TDOT GNSS Reference Network Server to the internet IP address provided by the State for use via the Procuring Party's mobile devices for positioning, locating and navigating with satellites of the GNSS. The State will provide access to the network using the public domain interface Network transport of RTCM Protocol (NTRIP).
- A.12. The State will offer industry standard message formats for GNSS Network corrections.

- A.13. The State shall own and be responsible, at its expense, for all aspects of the operation and maintenance of the TDOT GNSS Reference Network, including without limitation, servers, software, and other software necessary for the GNSS Network Server to accomplish its tasks.
- A.14. The State will not be responsible for any user equipment or software required to access the TDOT GNSS Reference Network.
- A.15. The State shall not be responsible for troubleshooting Procuring Party's equipment issues regarding network connectivity.
- A.16. The State will monitor, log and enforce account usage.
- A.17. The State will make static data files available for download via the NGS website www.ngs.noaa.gov/CORS/. Static Data files that are not available via the NGS website, may be available from the State, but there is no guarantee. Should the Procuring Party be unable to find a Static file on the NGS website, they can e-mail a request to TDOT.GNSSNetwork@tn.gov and State staff will determine if the file is available, and if so, will coordinate distribution of said file to the Procuring Party.

B. TERM OF CONTRACT:

This Contract shall be effective on **DATE** ("Effective Date"), and extend for a period of **number (#) months** after the Effective Date ("Term"). The State shall have no obligation for goods or services provided by the Procuring Party prior to the Effective Date.

C. PAYMENT TERMS AND CONDITIONS:

- C.1. General Account Information - The Procuring Party shall complete and return this Contract and necessary fees in order to obtain access to the TDOT GNSS Reference Network. Upon execution of this Contract and after payment is verified, the State will turn on TDOT GNSS Reference Network access for the Procuring Party's username and password for the appropriate number of simultaneous access points. Please allow thirty (30) days from the State's receipt of the Procuring Party's contract and payment for the State to process the Contract, verify payment, and assign an Access Point Username and Password. **Fees for the entire period of the Contract shall be provided with the signed contract.** If the appropriate fees are not received with the signed Contract, the State will not process the Contract for access.
 - a. Upon expiration of this Contract, the State will turn off access to the TDOT GNSS Reference Network for the Procuring Party.
 - b. Upon expiration of this Contract, the Procuring Party must complete a new application, sign a new contract, and pay the required fees to obtain access to the TDOT GNSS Reference Network.
 - c. Procuring Parties who have subscribed to at least 5 or more Simultaneous Access Points agree to participate in the research and outreach efforts of the planned TDOT GNSS Reference Network User Group. Participation may include such activities as allowing photographing of the Procuring Party field activities, user testimonials, or a report or other written feedback for the purposes of developing outreach materials. Said outreach shall be in the amount of at least one suitable photo per year and/or one user report or one-page testimonial, or other documented feedback. Research participation may include provision of field observation results, particularly for observations made of National Geodetic Survey (NGS), or state monuments and benchmarks, or other report(s) on aspects of network quality, positional integrity, accessibility or availability. Said research or outreach contributions will be submitted, digitally or in hard copy via mail or email to the State upon request during the subject year of subscription per this Contract.
 - d. Upon receipt of payment and this signed completed contract from the Procuring Party,

the State will contact the Procuring Party concerning the Procuring Party's Username and Password for access to the TDOT GNSS Reference Network. Each Procuring Party will be issued one Username and Password that will be used to provide TDOT GNSS Reference Network access for all of purchased Access Points. The State will ask for suggestions from the Procuring Party for the Username and Password that will be used for their Access Points. The suggested Procuring Party Account Username must contain alpha numeric characters, not to exceed 20 characters. The suggested Procuring Party Account Password must contain alpha numeric characters, not to exceed 20 characters. The Procuring Party Username and Password are case sensitive. The State will make every effort to use the Procuring Party suggested Username and Password, and would only modify the suggested Username and Password should duplications occur, or upon recommendations from the State's information technology staff.

- e. Payments will be accepted by check or money order. Checks should be made payable to the Tennessee Department of Transportation. Payment must be made in full when submitting contract agreement.

C.2. **Procuring Party Account** – This account is required for all Procuring Parties **submitting a Contract and paying necessary fees** for access to the TDOT GNSS Reference Network. The required fees for simultaneous access point(s) for this Contract are a contract processing fee of \$150.00 and a partial year cost of \$25.00 per month per number of simultaneous access points. The partial year cost of \$25.00 per month per number of simultaneous access point(s) will be required for every full or partial month from the date of the Procuring Party's signature to the contract end date. For example, if a Procuring Party submits their signed contract and fees on October 31, 2024, with a start date of October 1, 2024, there would be nine (9) months in the Contract, and if the Procuring Party requests one (1) access point, then the required fees for the access point will be the \$150.00 contract processing fee and a total monthly cost of \$225.00 = (\$25.00 x 9 months x 1 access point) for a Contract Total Fee of \$375.00.

- a. Included with this executed Contract, the Procuring Party shall pay the following amount as a contract total fee for processing of the Contract, for partial year costs, and for annual recurring costs for the life of the Contract for access to the TDOT GNSS Reference Network services:
- b. New User Procuring Party Account Fee Structure (Procuring Party Completes this Section)

Contract Processing Fee: (a) = \$ 150.00

Partial Year Cost per Access Point(s): (b) = \$ 25.00 x Total # of Months = (b) Total/Access

Contract Total Fee = (a) \$150.00 + [(b) Total/Access x (# of Access Points)] = Total Due

C.3. **Addition of Simultaneous Access Points to Existing Contract:** If the Procuring Party desires to add simultaneous access points after this Contract has been signed and the fees have been paid, the Procuring Party shall submit a written request to the State specifying the number of additional access points needed. The State shall then prepare a written amendment to the Contract to be signed by all parties. The amendment will be submitted with the required additional fee(s) described below:

Required fees for adding simultaneous access point(s) are a new contract processing fee of \$150.00, a partial year cost of \$25.00 per month per number of simultaneous access point(s) added. The partial year cost of \$25.00 per month per number of simultaneous access point(s) will be required for every full or partial month from the date of the Procuring Party's signature to the contract end date. For example, if a Procuring Party would like to add two (2) additional access points and they submit their signed contract and fees on October 1, 2024, with a October 1, 2024 begin date, there would be nine (9) months in the Contract, and the required fees for the two (2) additional access points will be the \$150.00 contract processing fee and a total monthly cost of \$450.00 = (\$25.00 x 9 months x 2 access points) for a Contract Total Fee of \$600.00.

D. STANDARD TERMS AND CONDITIONS:

- D.1. Required Approvals. The State is not bound by this Contract until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.2. Modification and Amendment. This Contract may be modified only by a written amendment signed by all parties hereto and approved by both the officials who approved the base contract and, depending upon the specifics of the contract as amended, any additional officials required by Tennessee laws and regulations (said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.3. Termination for Convenience. The Contract may be terminated by either party by giving written notice to the other, at least thirty (30) days before the effective date of termination. Said termination shall not be deemed a Breach of Contract by the State. Should the State exercise this provision, the State shall have no liability to the Procuring Party. Should either the State or the Procuring Party exercise this provision, the Procuring Party shall be required to compensate the State for satisfactory, authorized services completed as of the termination date and shall have no liability to the State except for those units of service which can be effectively used by the Procuring Party. The final decision, as to what these units of service are, shall be determined by the State. In the event of disagreement, the Procuring Party may file a claim with the Tennessee Claims Commission in order to seek redress.
- Upon such termination, the Procuring Party shall have no right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- D.4. Termination for Cause. If either party fails to properly perform or fulfill its obligations under this Contract in a timely or proper manner or violates any terms of this Contract, the other party shall have the right to immediately terminate the Contract. The Procuring Party shall compensate the State for completed services.
- D.5. Subcontracting. Neither the Procuring Party nor the State shall assign this Contract or enter into a subcontract for any of the services performed under this Contract without obtaining the prior written approval of the other. If such subcontracts are approved, they shall contain, at a minimum, sections of this Contract below pertaining to "Conflicts of Interest," "Nondiscrimination," and "Records" (as identified by the section headings).
- D.6. Conflicts of Interest. The Procuring Party warrants that no amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Procuring Party in connection with any work contemplated or performed relative to this Contract other than as required by section A. of this Contract.
- D.7. Nondiscrimination. The State and the Procuring Party hereby agree, warrant, and assure that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of the State or the Procuring Party on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law.
- D.8. Records. The Procuring Party shall maintain documentation for its transactions with the State under this Contract. The books, records, and documents of the Procuring Party, insofar as they relate to work performed or money paid under this Contract, shall be maintained for a period of three (3) full years from the final date of this Contract and shall be subject to audit, at any reasonable time and upon reasonable notice, by the state agency, the Comptroller of the Treasury, or their duly appointed representatives. The financial statements shall be prepared in accordance with generally accepted accounting principles.

- D.9. Strict Performance. Failure by any party to this Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this Contract shall not be construed as a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties hereto.
- D.10. Independent Contractor. The parties hereto, in the performance of this Contract, shall not act as employees, partners, joint venturers, or associates of one another. It is expressly acknowledged by the parties hereto that such parties are independent contracting entities and that nothing in this Contract shall be construed to create a employer/employee relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.
- D.11. State Liability. The State shall have no liability except as specifically provided in this Contract.
- D.12. Force Majeure. The obligations of the parties to this Contract are subject to prevention by causes beyond the parties' control that could not be avoided by the exercise of due care including, but not limited to, natural disasters, riots, wars, epidemics, or any other similar cause.
- D.13. State and Federal Compliance. The Procuring Party and the State shall comply with all applicable State and Federal laws and regulations in the performance of this Contract.
- D.14. Governing Law. This Contract shall be governed by and construed in accordance with the laws of the State of Tennessee. The Procuring Party agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Contract. The Procuring Party acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising therefrom, shall be subject to and limited to those rights and remedies, if any, available under *Tennessee Code Annotated*, Sections 9-8-101 through 9-8-407.
- D.15. Completeness. This Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.
- D.16. Severability. If any terms and conditions of this Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Contract are declared severable.
- D.17. Headings. Section headings of this Contract are for reference purposes only and shall not be construed as part of this Contract.
- D.18. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Contractor by the State or acquired by the Contractor on behalf of the State that is regarded as confidential under state or federal law shall be regarded as "Confidential Information." Nothing in this Section shall permit Contractor to disclose any Confidential Information, regardless of whether it has been disclosed or made available to the Contractor due to intentional or negligent actions or inactions of agents of the State or third parties. Confidential Information shall not be disclosed except as required or permitted under state or federal law. Contractor shall take all necessary steps to safeguard the confidentiality of such material or information in conformance with applicable state and federal law. The obligations set forth in this Section shall survive the termination of this Contract.

E. SPECIAL TERMS AND CONDITIONS:

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Contract, these special terms and conditions shall control.

- E.2. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by EMAIL or facsimile transmission with recipient confirmation. Any such communications, regardless of method of transmission, shall be addressed to the respective party at the appropriate mailing address, facsimile number, or EMAIL address as set forth below or to that of such other party or address, as may be hereafter specified by written notice.

The State:

Engineering Division
Headquarters Geodetics Office
Tennessee Department of Transportation
6604 Centennial Blvd.
Nashville, TN 37243
TDOT.GNSSNetwork@tn.gov
Telephone # (615) 741-0450
FAX # (615) 532-2799

The Procuring Party:

Procuring Party Contact Name & Title
Procuring Party Name
Address
Email Address
Telephone # Number
FAX # Number

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

IN WITNESS WHEREOF,

PROCURING PARTY LEGAL ENTITY NAME:

PROCURING PARTY SIGNATURE

DATE

PRINTED NAME AND TITLE OF PROCURING PARTY SIGNATORY (above)

TENNESSEE DEPARTMENT OF TRANSPORTATION:

HOWARD H. ELEY, COMMISSIONER

DATE

LESLIE SOUTH, GENERAL COUNSEL

DATE