



Kevin Keith, Director

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## REQUEST FOR PROPOSALS

### KANSAS CITY SCOUT HARDWARE CLEANING AND MINOR MAINTENANCE SERVICES

RFP P4-11-001

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**LIST OF ACRONYMS**

|              |   |
|--------------|---|
| <b>MHTC</b>  | Missouri Highways and Transportation Commission |
| <b>MoDOT</b> | Missouri Department of Transportation           |
| <b>KDOT</b>  | Kansas Department of Transportation             |
| <b>RFP</b>   | Request for Proposals                           |

## INTRODUCTION

This Request For Proposals (**RFP**) seeks proposals from qualified organizations (**Offeror**) to furnish the described services to the Missouri Highways and Transportation Commission (**MHTC**). Six (6) copies of each proposal must be mailed in a sealed envelope to Robin Warren, Missouri Department of Transportation, 600 NE Colbern Road, Lee's Summit, Missouri 64064, or hand-delivered in a sealed envelope to the District 4 Office at 600 NE Colbern Road, Lee's Summit, Missouri. Proposals must be returned to the offices of Procurement no later than 4:00 p.m., July 21, 2011.

MHTC reserves the right to reject any and all proposals for any reason whatsoever. Time is of the essence for responding to the RFP within the submission deadlines.

## PROPOSAL

- (1) The Offeror shall provide a fee proposal to MHTC on the **PRICE PAGE** in accordance with the terms of this RFP.
  
- (2) The Offeror agrees to provide the services at the fees quoted, under the terms of this RFP.

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Authorized Signature of Offeror: \_\_\_\_\_

Date of Proposal: \_\_\_\_\_

Printed or Typed Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Electronic Mail Address: \_\_\_\_\_

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**SECTION (1):  
GENERAL DESCRIPTION AND BACKGROUND**

- (A) **Request for Proposal:** This document constitutes a RFP from qualified organizations to provide hardware cleaning and minor maintenance services for the Kansas City Scout Transportation Management System to MHTC, the Missouri Department of Transportation (**MoDOT**) and Kansas Department of Transportation (**KDOT**).
- (B) **Background:** The Missouri Department of Transportation and Kansas Department of Transportation have developed a bi-state agreement for the design, development and operations of a Kansas City Metropolitan Area Advanced Transportation Management System (ATMS), known as Kansas City Scout. Over the coming years ITS field devices will continue to be deployed along the freeway systems in the Kansas City area, some with manufacturer warranty only and some with full system support. It is the purpose of this project to ensure that all system field devices that become the responsibility of Kansas City Scout to maintain will be covered by the resulting maintenance contract in the long term.
- (C) **Fiscal Year:** The fiscal year runs from July 1-June 30.
- (D) **Contract Period:** The contract period shall be August 15, 2011 through July 31, 2013.
- (E) **Renewals/Extensions: Renewals/Extensions:** The MHTC shall have the right, at its sole option, to extend the contract for one (1) one-year period. In the event that MHTC exercises its options, all terms, conditions, and provisions of the original contract shall remain the same and apply during the extension period. If the renewal option is exercised, the Offeror shall agree the prices stated in the original contract shall not be increased in excess of the renewal period pricing, if any, stated on the pricing page of the contract. If the pricing page does not include such renewal prices or if applicable spaces are left blank, or not completed, prices during extension period shall be the same as during the original contract period.
- (F) **Written Questions:** Written questions regarding this RFP will be accepted via fax (816-622-0070) or e-mail [Robin.Warren@modot.mo.gov](mailto:Robin.Warren@modot.mo.gov) until **2:00 p.m., Local Time, July 1, 2011**. All questions must be directed to Robin Warren. **It is anticipated these questions will be answered in the form of an Addendum and posted to the Internet on or before July 7, 2011.** It is the sole responsibility of the Offeror to look on the Internet for any and all communications throughout this procurement process.

**(G) RFP Schedule of Events:** The following RFP Schedule of Events represents MoDOT's best estimate of the schedule that shall be followed. Unless otherwise specified, the time of day for the following events shall be between 7:00 am and 4:00 pm, Local Time.

MoDOT reserves the right at its sole discretion to expand this schedule, as it deems necessary, without any notification except for the deadline date for submitting a bid.

|  |                 |            |
|--|-----------------|------------|
| MoDOT Issues RFP   | June 21, 2011   | 2:00 p.m.  |
| Deadline for Written Comments                            | July 1, 2011    | 10:00 a.m. |
| Deadline for MoDOT Issuing Responses to Written Comments | July 7, 2011    | 2:00 p.m.  |
| Deadline for Submitting a Proposal                       | July 21, 2011   | 4:00 p.m.  |
| Recommendation of Award                                  | July 28, 2011   | 2:00 p.m.  |
| Contract Effective Date                                  | August 15, 2011 | 2:00 p.m.  |

**SECTION (2):  
SCOPE OF WORK**

- (A) **Services:** The Offeror shall provide the following professional services:

The work under this contract shall consist of performing general cleaning activities, and minor repair of the Kansas City Metropolitan Area (Kansas City Scout) Advanced Traffic Management System (ATMS). This contract shall cover the cleaning of CCTV domes, field cabinets, removal of weeds and brush around equipment, cleaning of data center floors/cabinets and any other non-electrical maintenance activities like removing and replacing field communication and control equipment. Work in support of this contract will be performed in both the State of Missouri and the State of Kansas. Kansas City Scout already has a separate maintenance contract for the support of electrical and fiber optic components, so contractor personnel will not need training or certifications for these types of technical Scout components.

- (B) **Specific Requirements:** The Offeror will provide to the Procurement Unit six (6) copies of a program proposal which will include the following:

**Task 1 – Contractor Staffing Requirements**

The Contractor shall provide labor to perform preventative cleaning and maintenance on Kansas City Scout Field devices, communication equipment and any additional Kansas City Scout hardware as defined by the Project Engineer. The personnel provided by the Contractor must be able to read, write and speak English proficiently, be familiar with using computers and be capable of lifting 50 pounds. Most preventative maintenance consists of at a minimum, cleaning system components, filters, cabinets and exterior surfaces. The Contractor Staff shall report to the KC Scout TMC daily to review daily work assignments and the Contractor Staff shall always begin and end their work day at the Scout TMC in Lee's Summit. Cleaning and preventative maintenance will be performed during the normal business hours of 7:30 A.M. to 4:00 P.M. Contractor Staff will work an 8 hour day and they will not be reimbursed for their half hour lunch period.

Contractor Staff will have minimum of 32 hours and a maximum of 40 hours scheduled for their work week at the Scout TMC. The standard work week will be 40 hours, but Scout has until noon the previous Friday to notify the Contractor whether or not one day of support (a reduction of 8 hours) will not be assigned the following week. If the Contractor desires to reduce the level of service below 32 hours due to staffing conflicts or holidays, then the Contractor must notify the Scout Project Engineer by noon the previous Wednesday. If Scout does not approve this temporary reduction in service, then the Contractor will still be responsible for providing the minimum of 32 hours of qualified staffing support. If the Contractor does not have staffing levels to meet the minimum 32 hours during a week, then they will be required to make up these missed hours the following week through overtime and those overtime hours will not be reimbursed.

For this staffing requirement of the RFP, the Contractor shall provide one hourly rate for the first year and one hourly rate for the second year of this contract.

### **Task 2 – Contractor Staff Training and Testing**

The Contractor must provide Scout Certified Staff in order for their work to be reimbursable. Scout will hold a week long training session at the beginning of the first year of the contract and at the beginning of the second year of the contract. The Contractor staff must successfully complete the training session to Scout's satisfaction to be certified to work on this Contract. The Contractor may send up to three personnel to each session so they can become Scout Certified in the following five areas:

- 1) Work order computer training
- 2) Camera cleaning and maintenance
- 3) Field Cabinet cleaning and maintenance
- 4) Scout utility locates
- 5) Traffic control training

The Contractor shall remain fully responsible for ensuring that they maintain enough certified staff so they can consistently meet the minimum 32 hours of weekly support required in this contract. The Contractor will not be reimbursed transportation costs while their Contractor staff is non-certified and undergoing training.

For this training requirement of the RFP, the Contractor shall provide one lump sum amount for the first year session of training and one lump sum amount for the second year session of training. If the Contractor needs additional personnel trained prior to a scheduled weeklong training session, then Scout may allow special on-the-job training with Scout staff, but that will be a non-reimbursable two week process only used as last resort.

### **Task 3 – Contractor Furnished Equipment**

The Contractor shall provide their Contractor Staff with a light duty truck that has safety lights and an area of secured storage. The Contractor shall provide all fuel for the truck and will be completely responsible for maintaining the vehicle. The contractor shall estimate costs based on vehicle usage of 10,000 to 13,000 miles per year.

The Contractor will only be responsible for providing their Contractor Staff the following miscellaneous equipment:

- 1) Gas operated trimmer with all of its trimming wire and fuel/oil
- 2) Machete for clearing large brush
- 3) All safety equipment (vest, steel toed boots, hard hat, etc.)
- 4) Shoulder Work Ahead sign/stand and 10 orange cones
- 5) Cell phone
- 6) All food and clothing

All other miscellaneous equipment will be provided by Scout, such as an office computer for managing work orders, a locator device, marking paint, locate flags, cleaning supplies, cabinet filters, bug spray, etc.

For this equipment section of the RFP, the Contractor shall provide a mileage rate for the operation of the light duty truck. The Contractor shall only submit equipment mileage for reimbursement that represent when the light duty truck travels from the Traffic Management Center (TMC) to field locations for field work and back to the TMC. A daily mileage log shall be maintained and submitted with monthly invoices documenting the mileage driven, work order number, starting location and ending location for each trip. The miscellaneous contractor furnished equipment will not be directly reimbursed so the Contractor shall incorporate those costs elsewhere in their cost submittal.

#### **Task 4 - Project Management and Documentation Support**

The Contractor, at the request of the Engineer, shall attend a project coordination meeting every month. The Contractor will be responsible for submitting monthly invoices for the hourly laborer staffing and hourly truck equipment usages. The lump sum amount for attending the training sessions shall be submitted after the first and thirteenth months of the contract.

For the Project Management section of the RFP, the Contractor shall submit a monthly cost for all of their Project Management and administrative costs. One monthly cost shall be submitted for the first year of the contract and one monthly cost for the second year of the contract.

- (C) **Administration of Program:** The Offeror will consult MHTC's representative regarding any problems involved with the administration of the services provided pursuant to this RFP.

## SECTION (3):

### AGREEMENT REQUIREMENTS

This RFP shall be governed by the following contract provisions. The award of this RFP is subject to a post-award negotiated contract. These same contract provisions will appear in the post-award negotiated contract. If the parties are unable to agree to terms in the post-award contract, MHTC shall reserve the right to cancel the award of the RFP and contract and select a different offeror.

- (A) **MHTC's and KDOT'S Representative:** MoDOT's District Engineer is designated as MHTC's and KDOT's representative for the purpose of administering the provisions of the Agreement as defined in Paragraph (E) of this section. MHTC's and KDOT's representative may designate by written notice other persons having the authority to act on behalf of MHTC and KDOT in furtherance of the performance of the Agreement. The Offeror shall fully coordinate its activities for MHTC with those of the Kansas City Scout Division. As the work of the Offeror progresses, advice and information on matters covered by the Agreement shall be made available by the Offeror to the Kansas City Scout Division throughout the effective period of the Agreement.
- (B) **Release to Public:** No material or reports prepared by the Offeror shall be released to the public without the prior consent of MHTC's and KDOT's representative.
- (C) **Assignment:** The Offeror shall not assign or delegate any interest, and shall not transfer any interest in the services to be provided (whether by assignment, delegation, or novation) without the prior written consent of MHTC's and KDOT's representative.
- (D) **Status as Independent Contractor:** The Offeror represents itself to be an independent contractor offering such services to the general public and shall not represent itself or its employees to be an employee of MHTC, MoDOT or KDOT. Therefore, the Offeror shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, or other such benefits or obligations.
- (E) **Components of Agreement:** The Agreement between MHTC, KDOT and the Offeror shall consist of: the RFP and any written amendments thereto, the proposal submitted by the Offeror in the response to the RFP and the post-award contract agreement signed between the parties. However, MHTC and KDOT reserve the right to clarify any relationship in writing and such written clarification shall govern in case of conflict with the applicable requirements stated in the RFP or the Offeror's proposal. The Offeror is cautioned that its proposal shall be subject to acceptance by MHTC and KDOT without further clarification.
- (F) **Amendments:** Any change in the Agreement, whether by modification or supplementation, must be accompanied by a formal contract amendment signed and approved by the duly authorized representative of the Offeror, KDOT and MHTC.

**(G) MBE/WBE Participation Encouraged:**

1. Offerors are encouraged to submit copies of their existing affirmative action programs, if any. Offerors are also encouraged to directly hire minorities and women as direct employees of the Offerors.
2. Offerors are encouraged to obtain minority business enterprise (MBE) and women business enterprise (WBE) participation in this work through the use of subcontractors, suppliers, joint ventures, or other arrangements that afford meaningful participation for M/WBEs. Offerors are encouraged to obtain 10% MBE and 5% WBE participation.
3. Regardless of which persons or firms, if any, that the Offeror may use as subcontractors or suppliers of goods or services for the services to be provided, the Offeror ultimately remains responsible and liable to MHTC and KDOT for the complete, accurate and professional quality/performance of these services.

**(H) Nondiscrimination:** The Offeror shall comply with all state and federal statutes applicable to the Offeror relating to nondiscrimination, including, but not limited to, Chapter 213, RSMo; Title VI and Title VII of Civil Rights Act of 1964 as amended (42 U.S.C. Sections 2000d and 2000e, *et seq.*); and with any provision of the “Americans with Disabilities Act” (42 U.S.C. Section 12101, *et seq.*).

**(I) Executive Order:** The Offeror shall comply with all the provisions of Executive Order 07-13, issued by the Honorable Matt Blunt, Governor of Missouri, on the sixth (6<sup>th</sup>) day of March, 2007. This Executive Order, which promulgates the State of Missouri’s position to not tolerate persons who contract with the state engaging in or supporting illegal activities of employing individuals who are not eligible to work in the United States, is incorporated herein by reference and made a part of this Agreement.

1. By signing this Agreement, the Offeror hereby certifies that any employee of the Offeror assigned to perform services under the contract is eligible and authorized to work in the United States in compliance with federal law.
2. In the event the Offeror fails to comply with the provisions of the Executive Order 07-13, or in the event the Commission has reasonable cause to believe that the Offeror has knowingly employed individuals who are not eligible to work in the United States in violation of federal law, the Commission reserves the right to impose such contract sanctions as it may determine to be appropriate, including but not limited to contract cancellation, termination or suspension in whole or in part or both.

**(J) Incorporation of Provisions:** The Offeror shall include the provisions of Section (3), paragraph I of this Agreement in every subcontract. The Offeror shall take such action

with respect to any subcontract as the Commission may direct as a means of enforcing such provisions, including sanctions for noncompliance.

**(K) Non-employment of Unauthorized Aliens:** Pursuant to Section 285.530, RSMo., no business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri. As a condition for the award of any contract or grant in excess of five thousand dollars by the State or by any political subdivision of the State to a business entity, or for any business entity receiving a state-administered or subsidized tax credit, tax abatement, or loan from the state, the business entity shall:

1. By sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. E-Verify is an example of a federal work authorization program. The business entity must affirm its enrollment and participation in the E-Verify federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by providing acceptable enrollment and participation documentation consisting of **completed** copy of the E-Verify Memorandum of Understanding (MOU). For business entities that are not already enrolled and participating in a federal work authorization program, E-Verify is available at [http://www.dhs.gov/xprevprot/programs/gc\\_1185221678150.shtm](http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm).
2. By sworn affidavit, affirm that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. A copy of the affidavit referenced herein is provided within this document, attached as Exhibit A.

**(L) Proof of Lawful Presence For Sole Proprietorships and Partnerships:** If the business entity is a sole proprietorship or partnership, pursuant to Section 208.009, RSMo., each sole proprietor and each general partner shall provide affirmative proof of lawful presence in the United States. Such sole proprietorship or partnership is eligible for temporary public benefits upon submission by each sole proprietor and general partner of a sworn affidavit of his/her lawful presence on the United States until such lawful presence is affirmatively determined, or as otherwise provided by Section 208.009, RSMo. A copy of the affidavit reference herein is provided within this document, attached as Exhibit B.

**(M) Bankruptcy:** Upon filing for any bankruptcy or insolvency proceeding by or against the Offeror, whether voluntarily, or upon the appointment of a receiver, Offeror, or assignee, for the benefit of creditors, MHTC and KDOT reserves the right and sole discretion to either cancel the Agreement or affirm the Agreement and hold the Offeror responsible for damages.

- (N) **Law of Missouri and Kansas to Govern:** The Agreement shall be construed according to the laws of the state of Missouri and Kansas. The Offeror shall comply with all local, state, and federal laws and regulations which govern the performance of this Agreement. For any action brought against the State of Kansas, KDOT, and any employee(s), counsel, or agent of KDOT in either the State of Kansas or any other jurisdiction, the laws of Kansas will govern and the Agreement shall be construed according to the laws of the State of Kansas. For any action brought against the state of Missouri, the Commission, its commissioners, Missouri Department of Transportation, and any employee(s), counsel, or agent of the Missouri Department of Transportation in either the State of Missouri or any other jurisdiction, the laws of Missouri will govern and the Agreement shall be construed according to the laws of the State of Missouri.
- (O) **Cancellation:** MHTC or KDOT may cancel this Agreement at any time for a material breach of contractual obligations or for convenience by providing the Offeror with written notice of cancellation. Should MHTC or KDOT exercise its right to cancel the contract for such reasons, cancellation will become effective upon the date specified in the notice of cancellation sent to the Offeror.
- (P) **Venue:** No action may be brought by either party concerning any matter, thing or dispute arising out of or relating to the terms, performance, non-performance or otherwise of the Agreement shall be instituted either in the Circuit Court of Cole County, Missouri or the Shawnee County District Court, Shawnee County, Kansas. The location of the venue between the State of Missouri and the State of Kansas shall be determined by the state location where the event occurred.
- (Q) **Ownership of Reports:** All documents, reports, exhibits, etc. produced by the Offeror at the direction of MHTC's and KDOT's representative and information supplied by MHTC's representative shall remain the property of MHTC and KDOT.
- (R) **Confidentiality:** The Offeror shall not disclose to third parties confidential factual matters provided by MHTC's representative except as may be required by statute, ordinance, or order of court, or as authorized by MHTC's representative. The Offeror shall notify MHTC immediately of any request for such information.

The Offeror agrees that the Offeror's Services under this Agreement is a confidential matter between the Offeror and Kansas City Scout. The Offeror shall not disclose any aspect of the Offeror's Services under this Agreement to any other person, corporation, governmental entity, or news media, excepting only to such employees, Sub consultants, and agents as may be necessary to allow them to perform services for the Offeror in the furtherance of this Agreement, without the prior approval of the Engineer; provided, however, that any confidentiality and non-disclosure requirements set out herein shall not apply to any of the Offeror's services or to any information which (1) is already in the public domain or is already in the Offeror's possession at the time the Offeror performs the services or comes into possession of the information, (2) is received from a third party without any confidentiality obligations, or (3) is required to be disclosed by governmental

or judicial order. Any disclosure pursuant to a request to the Commission under Chapter 610, RSMo, shall not constitute a breach of this Agreement. Any disclosure pursuant to a request to KDOT under Kansas Statutes Annotated 42-215 et seq., shall not constitute a breach of this Agreement. The content and extent of any authorized disclosure shall be coordinated fully with and under the direction of the Engineer, in advance.

- (S) **Nonsolicitation:** The Offeror warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Offeror, to solicit or secure the Agreement, and that it has not paid or agreed to pay any percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of the Agreement. For breach or violation of this warranty, MHTC or KDOT shall have the right to annul the Agreement without liability, or in its discretion, to deduct from the Agreement price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.
- (T) **Conflict of Interest:** The Offeror covenants that it presently has no actual conflict of interest or appearance of conflict of interest and shall not acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of the services under this Agreement. The Offeror further covenants that no person having any such known interest shall be employed or conveyed an interest, directly or indirectly, in this Agreement.
- (U) **Maintain Papers:** The Offeror must maintain all working papers and records relating to the Agreement. These records must be made available at all reasonable times at no charge to MHTC, KDOT and/or the Missouri State Auditor during the term of the Agreement and any extension thereof, and for three (3) years from the date of final payment made under the Agreement.
1. MHTC's and KDOT's representative shall have the right to reproduce and/or use any products derived from the Offeror's work without payment of any royalties, fees, etc.
  2. MHTC's and KDOT's representative shall at all times have the right to audit any and all records pertaining to the services.
- (V) **Indemnification:** The Offeror shall defend, indemnify and hold harmless the MHTC and KDOT, including its members and department employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the Offeror's performance of its obligations under this Agreement.



**SECTION (4):  
PROPOSAL SUBMISSION INFORMATION**

**(A) SUBMISSION OF PROPOSALS**

- 1. Pricing and Signature:** Proposals should be priced, signed and returned (with necessary attachments) to Robin Warren as provided in this RFP. Specifically, any form containing a signature line in this RFP and any amendments, pricing pages, etc., must be manually signed and returned as part of the proposal.
- 2. Submission of All Data Required:** The Offeror must respond to this RFP by submitting all data required in paragraph (B) below for its proposal to be evaluated and considered for award. Failure to submit such data shall be deemed sufficient cause for disqualification of a proposal from further consideration.
- 3. Public Inspection:** The Offeror is hereby advised that all proposals and the information contained in or related thereto shall be open to public inspection and that MHTC and KDOT does not guarantee nor assume any responsibility whatsoever in the event that such information is used or copied by individual person(s) or organization. Therefore, the Offeror must submit its proposal based on such conditions without reservations.
- 4. Clarification of Requirements:** Any and all questions regarding specifications, requirements, competitive procurement process, or other questions must be directed to Robin Warren, Missouri Department of Transportation, 816-347-4111.

**(B) REQUIRED ELEMENTS OF PROPOSAL**

Contractors desiring to bid on the Kansas City Scout Hardware Cleaning and Minor Maintenance Contract will need to **PROVIDE SIX (6) COPIES** of the response to this RFP. The response to this RFP shall be on 8-1/2 X 11 inch paper and not exceed a total of ten (10) single sided pages in length. All font sizes used in the RFP response shall be 8-point or larger. The RFP response shall contain the following information:

- Company Name, Address, Point of Contract and phone number for the responding firm.
- The Contractor shall describe in detail, by each task identified in the scope of services, their approach to fulfilling the requirements of the services requested.
- Provide a list of personnel that would be available to support this contract. Include a brief description of their experience related to ITS hardware maintenance. Include the number of years each person have been doing the kind of work identified in the scope of services. (No more than five (5) pages.)

## (C) EVALUATION CRITERIA AND PROCESS

1. **Evaluation Factors:** Any agreement for services resulting from this RFP shall be awarded to the Offeror providing the best proposal to MHTC. After determining responsiveness, proposals will be evaluated in accordance with the following criteria:
  - A. Cost, Fees and Expenses; 40 points
  - B. Project Management and Supervision Plan; 25 points
  - C. Backup Staffing Plan; 20 points
  - D. Overall Clarity and Quality of Proposal; 10 points
  - E. The Affirmative Action Program of the Offeror; 5 points
2. **Historic Information:** MHTC and KDOT reserves the right to consider historic information and facts, whether gained from the Offeror's proposal, question and answer conferences, references, or other sources, in the evaluation process.
3. **Responsibility to Submit Information:** The Offeror is cautioned that it is the Offeror's sole responsibility to submit information related to the evaluation categories and that MHTC's and KDOT's representative is under no obligation to solicit such information if it is not included with the Offeror's proposal. Failure of the Offeror to submit such information may cause an adverse impact on the evaluation of the Offeror's proposal.

## (D) PRICING

1. **Fee Schedule:** The Offeror must submit a proposed fee for all services defined in the Scope of Work. This fee must be shown on Section (5), Price Page, of this proposal which must be completed, signed and returned with the Offeror's proposal.

**SECTION (5):  
PRICE PAGE**

(A) **FEE SCHEDULE:** The Offeror shall indicate below all fees for providing services in accordance with the provisions and requirements stated herein for each series of bonds to be issued:

| <b>Task</b> | <b>Description</b>             | <b>Cost Basis</b> | <b>Annual Units</b> | <b>Year 1 Rate</b> | <b>Year 1 Cost</b> | <b>Year 2 Rate</b> | <b>Year 2 Cost</b> |
|-------------|--------------------------------|-------------------|---------------------|--------------------|--------------------|--------------------|--------------------|
| Task 1      | Contractor Staffing            |                   |                     |                    |                    |                    |                    |
|             | Labor                          | Hours             | 1920                |                    |                    |                    |                    |
| Task 2      | Staff Training & Testing       |                   |                     |                    |                    |                    |                    |
|             | Training                       | Lump Sum          | 1                   |                    |                    |                    |                    |
| Task 3      | Contractor Furnished Equipment |                   |                     |                    |                    |                    |                    |
|             | Vehicle Costs                  | Mileage Rate      | 13,000              |                    |                    |                    |                    |
| Task 4      | PM & Doc. Support              |                   |                     |                    |                    |                    |                    |
|             | Monthly Management             | Lump Sum          | 12                  |                    |                    |                    |                    |
|             |                                |                   |                     |                    |                    |                    |                    |
|             | <b>Total Annual Cost</b>       |                   |                     |                    |                    |                    |                    |
|             | <b>Total Contract Costs</b>    |                   |                     |                    |                    |                    |                    |

(B) **RENEWAL PRICING**

| <b>Task</b> | <b>Description</b>             | <b>Cost Basis</b> | <b>1 Year Annual Units</b> | <b>1 Year Renewal Rate</b> | <b>1 Year Renewal Cost</b> |
|-------------|--------------------------------|-------------------|----------------------------|----------------------------|----------------------------|
| Task 1      | Contractor Staffing            |                   |                            |                            |                            |
|             | Labor                          | Hours             | 1920                       |                            |                            |
| Task 2      | Staff Training & Testing       |                   |                            |                            |                            |
|             | Training                       | Lump Sum          | 1                          |                            |                            |
| Task 3      | Contractor Furnished Equipment |                   |                            |                            |                            |
|             | Vehicle Costs                  | Mileage Rate      | 13,000                     |                            |                            |
| Task 4      | PM & Doc. Support              |                   |                            |                            |                            |
|             | Monthly Management             | Lump Sum          | 12                         |                            |                            |
|             |                                |                   |                            |                            |                            |
|             | <b>Total Annual Cost</b>       |                   |                            |                            |                            |
|             | <b>Total Contract Costs</b>    |                   |                            |                            |                            |



