



**MISSOURI DEPARTMENT OF TRANSPORTATION
 INFORMAL QUOTE GUIDELINES AND DOCUMENTATION
 FOR PURCHASES ABOVE \$3,000 TO \$24,999.99
 THIS IS NOT AN ORDER**

REQUEST FOR QUOTATION

It is the vendor's responsibility to read and comply with all conditions, specifications, and instructions outlined in this document. This document and any subsequent attachments shall supersede all confirmation forms, receipts, or any other paperwork needed to secure materials, equipment, or services.

TODAY'S DATE: NOVEMBER 15, 2010	QUOTE DUE BY (DATE AND TIME): NOVEMBER 22, 2010 (1:00 PM CST) FAX BACK TO (573) 526-6796.	F.O.B. REQUIREMENTS: FOB DESTINATION
TO BE DELIVERED/COMPLETED NO LATER THAN: WITHIN 3 WEEKS OF 'NOTICE TO PROCEED' PLEASE PROVIDE BEST DELIVERY.	QUOTATION #: D5-11-012Q THIS QUOTATION # SHOULD BE REFERENCED ON ALL MAILING LABELS, ENVELOPES, AND ANY OTHER CORRESPONDENCE.	BUYER NAME: SHELDON REDEL PROCUREMENT AGENT PHONE NUMBER: (573) 751-7708 FAX NUMBER: (573) 526-6796
District Mailing Address: MoDOT District 5 Office 1511 Missouri Blvd. P.O. Box 718 Jefferson City, MO 65102	Delivery Locations: See Attached Quote/Bid Specifications	

The Missouri Department of Transportation desires to establish pricing for Camera Pole Installation.

See Enclosed Specifications, Details and Pricing Pages

VENDOR NAME:

Missouri Department of Transportation purchase orders must be issued to the invoicing company/address. If the invoicing company/address will be different from that listed in the vendor information section (below), the vendor must specify the "remit to" company/address in the vendor notes section (above).

VENDOR INFORMATION

Vendor Name/Mailing Address:	Vendor Contact Information (including area codes): Phone #: Fax #: Cellular #: Email:									
Printed Name and Title of Responsible Officer or Employee:	Signature:									
Is your company registered/certified with the State of Missouri as a (please circle): <table border="0" style="width: 100%; margin-top: 10px;"> <tr> <td style="text-align: center;">MINORITY BUSINESS ENTERPRISE (MBE) ?</td> <td style="text-align: center;">YES</td> <td style="text-align: center;">NO</td> </tr> <tr> <td style="text-align: center;">WOMEN BUSINESS ENTERPRISE (WBE) ?</td> <td style="text-align: center;">YES</td> <td style="text-align: center;">NO</td> </tr> <tr> <td style="text-align: center;">Would your company like information on becoming a registered/certified MBE/WBE vendor?</td> <td style="text-align: center;">YES</td> <td style="text-align: center;">NO</td> </tr> </table>		MINORITY BUSINESS ENTERPRISE (MBE) ?	YES	NO	WOMEN BUSINESS ENTERPRISE (WBE) ?	YES	NO	Would your company like information on becoming a registered/certified MBE/WBE vendor?	YES	NO
MINORITY BUSINESS ENTERPRISE (MBE) ?	YES	NO								
WOMEN BUSINESS ENTERPRISE (WBE) ?	YES	NO								
Would your company like information on becoming a registered/certified MBE/WBE vendor?	YES	NO								

All responses to this Request for Quotation MUST be submitted with this form and all pages MUST be returned to the Buyer listed above at the District mailing address shown or faxed in.



BID PROPOSAL

The Missouri Department of Transportation desires to establish pricing for the installation of traffic camera and pole.

Location

Mile marker 102 on I-70 at the Route 5 interchange in Boonville, MO. The installation will be on the southwest corner of the interchange and a MoDOT representative will stake the final position of the pole.

Project Scope

Load and transport the camera lowering device and 10,000 lb pole from the St. Clair, MO Rest Area to the installation site. Install the camera, camera lowering device and wiring harness before installation of the pole. Excavate a 3' ft by 13' ft area and set pole. Install MoDOT class 2 pull box and install a conduit from the pole to the new pull box. Backfill the hole with concrete and continue to brace the pole for 24 hours, until the concrete has cured.

MODOT to provide:

Camera, camera lowering device, wiring harness, pole, pull box, and conduit.

Unique Site Conditions

The awarded contractor shall be responsible for traffic control as per the MUTCD, per MODOT EPG section 616.23 "Traffic Control for Field Operations.

[http://epg.modot.org/index.php?title=616.23 Traffic Control for Field Operations](http://epg.modot.org/index.php?title=616.23%20Traffic%20Control%20for%20Field%20Operations)

Working hours are limited to 9 a.m. to 3 p.m., unless otherwise approved by the Project Coordinator, Kevin Eggemeyer (573) 690-5127. No work will be allowed on Holidays or weekends. All work shall be completed following the Missouri Standard Specification for Highway Construction, 2004 Edition and MoDOT Standard Plans for Highway Construction and its latest supplements.

The contractor shall be responsible for all locates of underground utilities, if necessary.

It is the sole responsibility of the contractor to do preliminary inspection of work site.

Completion Date

Three weeks from the 'Notice to Proceed.'

Inspection

All work will be inspected by a MODOT Representative.

Bid/Proposal Guaranty and Contract Bond

N/A

Payment

Payment will be made only after the Project Coordinator completes the final inspection.



Prevailing Wage

The awarded contractor shall be required to comply with the prevailing wages as fixed by the Missouri Department of Labor and Industrial Relations. General Wage Order #54 for Cooper County, as published by the Missouri Department of Labor and Industrial Relations is in effect. If awarded the contract, the Contractor shall be responsible for submitting notarized weekly payroll affidavit documentation included with the project request for payment. The successful vendor must provide a lien waiver from all material suppliers.

At the time of this bid, please note that 'Excessive Unemployment Is In Effect' which is defined by the Missouri Department of Labor as:

Excessive Unemployment and Restrictive States

"EXCESSIVE UNEMPLOYMENT IS IN EFFECT"

Only Missouri laborers and laborers from nonrestrictive states are allowed by law to be employed on Missouri's public works projects when the unemployment rate exceeds 5 percent for two consecutive months. **(See Sections 290.550 through 290.580 RSMo).**

Restrictive states are as follows: Alaska, Arizona, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Idaho, Illinois, Iowa, Maine, Massachusetts, Mississippi, Montana, Nevada, New Jersey, North Dakota, Oklahoma, South Dakota, and the U.S. Virgin Islands, West Virginia and Wyoming.

Contacts

If you have any questions regarding the Camera Pole Installation, please call:
Kevin Eggemeyer at (573) 690-5127.

All other questions concerning this bid, you may contact Sheldon Redel at (573) 751-7708.

Liquidated Damages:

In the event the successful Contractor fails to complete the project within the time specified, the Department and the public will sustain damages because of such delay in delivery. The exact extent of which would be difficult to ascertain, and in order to liquidate such damage in advance it is agreed that the **sum of two-hundred dollars (\$200.00) per day**, for each assessable calendar day on which the delivery has not been completed, is reasonable and the best estimate which the parties can arrive at as liquidated damages, and it is therefore agreed that said amount will be withheld from payments due the Contractor or otherwise collected from the Contractor as liquidated damages.

Invoicing and Payment Requirements

The contractor shall submit an itemized invoice on Company Letterhead.

The contractor shall be paid in accordance with the firm, fixed prices stated on the pricing page of this document. Other than the payment specified on the pricing page, no additional charges, including fuel surcharges shall be made to the contractor for any reason.

Payment will only be made after the work is completed and inspected.

Award/Cancellation

Award will be made to the lowest total price to complete the project based on the listed specifications.

MoDOT reserves the right to cancel this bid at any time. Failure to comply with the requirements published in this bid may result in the bid being subject to rejection.



ADDITIONAL NOTES

All awarded bidders MUST:

1. Be in compliance with House Bill 600, Section 34.040.6 RSMo, which states MoDOT is precluded from contracting with a vendor or its affiliate who makes sales at retail of tangible personal property or for the purpose of storage, use or consumption in this state but fails to collect and properly pay the tax as provided in RSMo 144, their number is (573) 751-9268.
2. Be in good standing with the Secretary of State's office prior to issuance of 'Notice to Proceed.' Their phone number is (573) 751-4936.
3. Pursuant to 285.530 RSMo, the bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

Submitting a completed, notarized copy of AFFIDAVIT OF WORK AUTHORIZATION, and

Proving documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services request herein.

E-verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of completed copy of the E-Verify Memorandum of Understanding (MOU). For vendors 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

If it cannot be determined that a vendor is compliant with the above, it shall be the vendors responsibility to provide the documentation within a reasonable amount of time in relation to the needs within the bid.

Awarded Vendor may be required to fill out a Vendor Registration Form if vendor has not conducted business with the State of Missouri within the last five (5) years, in order to allow the Missouri Department of Transportation to pay invoice.

Insurance

Contractor must carry the Liability Insurance as listed in the Terms and Conditions. Insurance should be submitted at time of bid.



PRICING/ENDORSEMENT PAGE

Pricing/Award

Award will be made to the lowest total price to complete the project based on the listed specifications.

Proposed bidders price for the transport of pole, excavation and installation of 'Camera Pole and components.'

TOTAL PRICE \$ _____

Quotes may be faxed back to 573-526-6796.

CONTRACTOR: _____
(Print)

PREFERENCE IN PURCHASING PRODUCTS

DATE: _____

The bidders attention is directed to Section 34.076 RsMO 1986 which gives preference to Missouri corporations, firms, and individuals when letting contracts or purchasing products.

Bids/Quotations received will be evaluated on the basis of this legislation.

All vendors submitting a bid/quotation must furnish ALL information requested below.

FOR CORPORATIONS:

State in which incorporated: _____

FOR OTHERS:

State of domicile: _____

FOR ALL VENDORS:

List address of Missouri offices or places of business:

THIS SECTION MUST BE COMPLETED AND SIGNED:

FIRM NAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

BY (signature required): _____

Federal Tax I.D. #: _____ **if no Federal Tax I.D. # - list Social Security #:** _____

NOTE: For bid/quotation to be considered, the "Preference in Purchasing Products" form must be on file in the General Services (Procurement) Division and must be dated in the current calendar year.

MISSOURI SERVICE-DISABLED VETERAN BUSINESS PREFERENCE

By virtue of statutory authority, RSMo 34.074, a preference will be given all contracts for the performance of any job or service to service-disabled veteran business either doing business as Missouri firms, corporations, or individuals; or which maintain Missouri offices or places of business, when the quality of performance promised is equal or better and the price quoted is the same or less or whenever competing bids, in their entirety, are comparable.

Definitions:

Service-Disabled Veteran is defined as any individual who is disabled as certified by the appropriate federal agency responsible for the administration of veterans' affairs.

Service-Disabled Veteran Business is defined as a business concern:

- a. Not less than fifty-one (51) percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than fifty-one (51) percent of the stock of which is owned by one or more service-disabled veterans; and
- b. The management and daily business operations of which are controlled by one or more service-disabled veterans.

If an offeror meets the definitions of a service-disabled veteran and a service-disabled veteran business as defined in 34.074 RSMo and is either doing business as a Missouri firm, corporation, or individual; or maintains a Missouri office or place of business, the offeror **must** provide the following with the proposal in order to receive the Missouri service-disabled veteran business preference over a non-Missouri service-disabled veteran business when the quality of performance promised is equal or better and the price quoted is the same or less or whenever competing proposals, in their entirety, are comparable:

- a. A copy of a letter from the Department of Veterans Affairs (VA), or a copy of the offeror's discharge paper (DD Form 214, Certificate of Release or Discharge from Active Duty) from the branch of service the offeror was in, stating that the offeror has a service-connected disability rating ranging from 0 to 100% disability; and
- b. A completed copy of this exhibit

(NOTE: For ease of evaluation, please attach copy of the above-referenced letter from the VA or a copy of the offeror's discharge paper to this Exhibit.)

By signing below, I certify that I meet the definitions of a service-disabled veteran and a service-disabled veteran business as defined in 34.074 RSMo and that I am either doing business as a Missouri firm, corporation, or individual; or maintain Missouri offices or places of business at the location(s) listed below.

Veteran Information

Business Information

<hr/> <p>Service-Disabled Veteran's Name, (Please Print)</p>	<hr/> <p>Service-Disabled Veteran Business Name</p>
<hr/> <p><i>Service-Disabled Veteran's Signature</i></p>	<hr/> <p>Missouri Address of Service-Disabled Veteran Business</p>

Effective January 1, 2009 and pursuant to Section 285.530(1) 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 in excess of five thousand dollars by the Missouri Highways and Transportation Commission/Missouri Department of Transportation (MoDOT) to a business entity, the business entity shall, by sworn affidavit and provisions of documentation, affirm enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contract. Every such business entity shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contract.

For vendors that are not already enrolled and participating in a federal work authorization program, E-Verify is an example of this type of program. Acceptable enrollment and participation documentation consists of completed a copy of the E-Verify Memorandum of Understanding (MOU).

Any vendor that is not already enrolled and participating in a federal work authorization program and has the intent of doing business with MoDOT, should begin the enrollment process immediately by going to the web site below:

E-Verify is available at: http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm.

A copy of a completed E-Verify Memorandum of Understanding (from the link above) should be returned with your Request For Quotation response along with the appropriate affidavit form.

ADDITIONAL INFORMATION FOR VENDORS:

To begin participation in the federal program it takes approximately 1-2 hours on the internet (at the link above). There is a tutorial of the program and a 50-question test. Once the test is passed, the electronically signed Memorandum of Understanding verifying program participation will be given.

Copies of the Memorandum of Understanding will be requested with all future quotes and bids issued by MoDOT District 5. Therefore, it is important that the vendor prints the Memorandum of Understanding and keeps a copy because additional copies must be requested from Homeland Security if needed at a later date.

Only the first and signature pages of the Memorandum of Understanding have to be attached to the appropriate affidavit on the following pages.

IF YOUR BUSINESS IS A SOLE-PROPRIETORSHIP OR PARTNERSHIP, THIS AFFIDAVIT FORM SHOULD BE COMPLETED AND RETURNED WITH YOUR RESPONSE TO THIS REQUEST FOR QUOTATION.

A fax copy of this document is acceptable with the understanding a hard copy will follow by mail.

APPLICANT AFFIDAVIT FOR SOLE-PROPRIETORSHIP OR PARTNERSHIP

(a separate affidavit is required for each owner and general partner)

STATE OF _____)
) ss
COUNTY OF _____)

On this _____ day of _____, 20____, before me appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instruments, who being by me duly sworn, deposed as follows:

My name is _____, and I am of sound mind, capable of making this affidavit, and personally certify the facts herein stated, as required by Section 208.009, RSMo, for failure to provide affirmative proof of lawful presence in the United States of America:

I am the _____ of _____, which is applying for a public benefit (grant, contract, and/or loan) administered/provided by the Missouri Highways and Transportation Commission (MHTC), acting by and through the Missouri Department of Transportation (MoDOT).

I am classified by the United States of America as: (check the applicable box)

__ a United States citizen. __ an alien lawfully admitted for permanent residence.

I am aware that Missouri law provides that any person who obtains any public benefit by means of a willfully false statement or representation, or by willful concealment or failure to report any fact or event required to be reported, or by other fraudulent device, shall be guilty of the crime of stealing pursuant to Section 570.030, RSMo, which is a Class C felony for stolen public benefits valued between \$500 and \$25,000 (punishable by a term of imprisonment not to exceed 7 years and/or a fine not more than \$5,000 – Sections 558.011 and 560.011, RSMo), and is a Class B felony for stolen public benefits valued at \$25,000 or more (punishable by a term of imprisonment not less than 5 years and not to exceed 15 years – Section 558.011, RSMo).

I recognize that, upon proper submission of this sworn affidavit, I will only be eligible for temporary public benefits until such time as my lawful presence in the United States is determined, or as otherwise provided by Section 208.009, RSMo.

I understand that Missouri law requires MHTC/MoDOT to provide assistance in obtaining appropriate documentation to prove citizenship or lawful presence in the United States, and I agree to submit any requests for such assistance to MHTC/MoDOT in writing.

I acknowledge that I am signing this affidavit as a free act and deed and not under duress.

Affiant Signature

Affiant's Social Security Number or
Applicable Federal Identification Number

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

My commission expires:

