



SOLICITATION NO.: Request for Qualifications (RFQUAL) 5/2025

BUYER: Cale Turner

PHONE NO.: (573) 874-7375

E-MAIL: cale.turner@como.gov

TITLE: Engineering Services: Business Loop 70 Revitalization Study

ISSUE DATE: November 27, 2024

RETURN QUALIFICATIONS NO LATER THAN: December 30, 2024 AT 5:00 PM CENTRAL TIME (END DATE)

VENDORS ARE ENCOURAGED TO RESPOND ELECTRONICALLY THROUGH THE CITY'S E-BIDDING WEBSITE BUT MAY RESPOND BY HARD COPY (See Mailing Instructions Below)

MAILING INSTRUCTIONS: Print or type **Solicitation Number** and **End Date** on the lower left hand corner of the envelope or package. Delivered sealed qualifications must be in the Purchasing Division office (701 E. Broadway, 5th Floor) by the return qualifications date and time.

(U.S. Mail)		(Courier Service)	
RETURN QUALIFICATIONS TO:	CITY OF COLUMBIA PURCHASING	or	CITY OF COLUMBIA PURCHASING
	PO BOX 6015		701 E. BROADWAY, 5th FLOOR
	COLUMBIA MO 65205		COLUMBIA MO 65201

ORIGINAL CONTRACT PERIOD: Date of Award through Project Completion

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

**City of Columbia
Public Works Department
Columbia, Missouri**

The offeror hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein. The offeror further agrees that the language of this RFQUAL shall govern in the event of a conflict with their qualifications. The offeror further agrees that upon receipt of an authorized purchase order from the Purchasing Division or when a Contract/Agreement is signed and issued by an authorized official of the City of Columbia, a binding contract shall exist between the offeror and the City of Columbia.

SIGNATURE REQUIRED

VENDOR NAME	
MAILING ADDRESS	
CITY, STATE, ZIP CODE	
CONTACT PERSON	EMAIL ADDRESS
PHONE NUMBER	FAX NUMBER
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE) ___ Corporation ___ Individual ___ State/Local Government ___ Partnership ___ Sole Proprietor ___ IRS Tax-Exempt	
AUTHORIZED SIGNATURE	DATE
PRINTED NAME	TITLE

1. INTRODUCTION AND GENERAL INFORMATION

INTRODUCTION AND PROJECT BACKGROUND:

This document constitutes a request for competitive, sealed qualifications for the provision of engineering services for business loop 70 revitalization study for the City of Columbia, Public Works Department (hereinafter referred to as City) as set forth herein.

Provide engineering expertise to complete a planning study of the I-70 Business Loop corridor between Stadium Boulevard and Eastland Circle.

The study is being funded by a Neighborhood Access and Equity (NAE) grant through the Reconnecting Communities and Neighborhood (RCN) funding opportunity.

The study will include improving safety for both motorized and non-motorized users, improving accessible multimodal operations, providing aesthetics along the corridor, and improving economic vitality.

Features proposed to be studied will include a complete streets design, intersection improvements, bike facilities and pedestrian connection improvements, aesthetic improvements, and storm water improvements. The improvements strive to reinvigorate the corridor, connect a number of historically disadvantaged and underserved communities, and support a growing network of community services, education opportunities, and commercial centers along the corridor.

The Missouri Department of Transportation (MoDOT) will be the administrator of the grant from Federal Highway Administration (FHWA) and the Local Public Agency (LPA) process will need to be followed. MoDOT has established a Disadvantaged Business Enterprise (DBE) goal for this project of 5%.

ORGANIZATION:

This document, referred to as Request for Qualifications (RFQUAL), is divided into the following parts:

- 1) Introduction and General Information
- 2) Scope of Services
- 3) Qualifications Submission Information
- 4) Selection Criteria
- 5) Exhibits A – F

TERMINOLOGY/DEFINITIONS:

Whenever the following words and expressions appear in a RFQUAL document or any addendum thereto, the definition or meaning described below shall apply.

- Addendum/Amendment means a written, official modification to an RFQUAL.
- Attachment applies to all forms which are included with an RFQUAL to incorporate any informational data or requirements related to the performance requirements and/or specifications.
- Qualifications end date and time and similar expressions mean the exact deadline required by the RFQUAL for the receipt of sealed qualifications.
- Offeror means the supplier, vendor, person, or organization that responds to an RFQUAL by submitting a qualifications with prices to provide the equipment, supplies, and/or services as required in the RFQUAL document.

RFQUAL 5/2025: ENGINEERING SERVICES: BUSINESS LOOP 70 REVITALIZATION STUDY

- Buyer means the procurement staff member of the Purchasing Division. The contact person as referenced herein is usually the buyer.
- Contract means a legal and binding agreement between two or more competent parties, for a consideration for the procurement of equipment, supplies, and/or services.
- Contractor means a supplier, offeror, person, or organization who is a successful offeror as a result of an RFQUAL and who enters into a contract.
- Exhibit applies to forms, which are included with an RFQUAL for the offeror to complete and submit with the sealed qualifications prior to the specified end date and time.
- Request for Qualifications (RFQUAL) means the solicitation document issued by the Purchasing Division to potential offerors for the purchase of equipment, supplies, and/or services as described in the document. The definition includes all exhibits, attachments, and addendums thereto.
- May means that a certain feature, component, or action is permissible, but not required.
- Must means that a certain feature, component, or action is a mandatory condition.
- Shall have the same meaning, as the word must.
- Should means that a certain feature, component and/or action are desirable but not mandatory.

SCHEDULE OF ACTIVITIES:

DATE	ACTIVITY
December 13, 2024	Close of written <i>Requests for Additional Information</i>
December 17, 2024	Written responses to <i>Requests for Additional Information</i> sent to all
December 30, 2024	RFQUAL response is due at 5:00 p.m. CST
January 2025	Contract Start Date
*The above dates are target dates and are subject to change by the City.	

QUALIFICATIONS SUBMISSION:

Qualifications may be submitted in a sealed envelope at the purchasing office **or** uploaded electronically on the City's E-bidding website. No fax or e-mail qualifications will be accepted. Sealed qualifications must be delivered to the Finance Department, Purchasing Division, 701 E. Broadway, 5th Floor, Columbia, MO 65201 by the closing date and time. Qualifications received after the appointed time will be determined non-responsive and will not be opened. The qualifications must be in sealed envelopes and marked in bold letters "**RFQUAL 5/2025: ENGINEERING SERVICES: BUSINESS LOOP 70 REVITALIZATION STUDY.**"

QUESTIONS/CLARIFICATIONS OF THE REQUEST FOR QUALIFICATIONS:

All questions concerning the solicitation and specifications shall be submitted in writing via e-mail or fax to the name below. You are encouraged to submit your questions via e-mail.

Cale Turner, Purchasing Agent
Phone: (573) 874-7375
E-mail: cale.turner@como.gov

Any oral responses to any question shall be unofficial and not binding on the City. An Addendum to this

RFQUAL providing the City's official response will be issued if necessary to all known prospective offerors. Questions must be submitted no later than 5:00 p.m. on December 13, 2024.

This written *Request for Additional Information* will take place of the normal Pre-Qualifications Conference.

VALIDITY OF QUALIFICATIONS:

Offerors agree that qualifications submitted will remain firm for a period of ninety (90) calendar days after the date specified for the return of qualifications.

REJECTION OF QUALIFICATIONS:

The City reserves the right to reject any or all qualifications received in response to this RFQUAL, or to cancel the RFQUAL if it is in the best interest of the City to do so. Failure to furnish all information requested in this RFQUAL may disqualify the qualifications. Any exceptions to the requirements specified must be identified in the qualifications.

WITHDRAWAL OF QUALIFICATIONS:

Any offeror may withdraw their qualifications at any time prior to the scheduled closing time for the receipt of qualifications. However, no qualifications will be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for the receipt of qualifications.

ALTERATION OF SOLICITATION:

The wording of the City's solicitation may not be changed or altered in any manner. Offerors taking exception to any clause in whole or in part should do so by listing said exceptions on their letterhead and submitting them with their qualifications; such exceptions will be evaluated and accepted or rejected by the City, whose decision will be final.

RESPONSE MATERIAL OWNERSHIP:

All material submitted regarding this RFQUAL becomes the property of the City. Any person may review qualifications after the Agreement has been issued, subject to the terms of this solicitation.

INCURRING COSTS:

The City shall not be obligated or be liable for any cost incurred by offerors prior to issuance of an Agreement. All costs to prepare and submit a response to this solicitation shall be borne by the offeror.

COLLUSION CLAUSE:

Any agreement or collusion among offerors and prospective offerors to illegally restrain freedom of competition by agreement to fix prices, or otherwise, will render the qualifications of such offerors void.

CONTRACT DOCUMENTS:

The final agreement between the City and the offeror will include by reference:

- Offeror's Response to the RFQUAL

- The City Issued RFQUAL with any addendums

Any changes, additions or modifications hereto will be in writing and signed by the City Manager. No other individual is authorized to modify the agreement in any manner.

FUNDS:

Financial obligations of the City payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available. In the event funds are not appropriated, any resulting contract will become null and void, without penalty to the City.

MISSOURI LICENSURE AND CERTIFICATE OF AUTHORITY:

Offeror certifies that it is currently in compliance, and agrees to maintain compliance for the duration of the agreement/contract, with all licensure requirements of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Professional Landscape Architects (hereinafter referred as APEPLSPLA) to practice in Missouri as a professional engineer as provided under Chapter 327 of the Missouri Revised Statutes. To the extent required by Section 327.401 of the Missouri Revised Statutes, offeror understands and agrees that the person personally in charge and supervising the professional engineering services of offeror under the agreement/contract shall be licensed and authorized to practice engineering in Missouri, and the offeror will keep and maintain a valid certificate of authority from APEPLSPLA.

2. SCOPE OF SERVICES

The contractor should follow the approximate schedule listed below:

- Kickoff meeting/gather information: **Late Winter 2025-Spring 2025**
- Community/stakeholder engagement: **Spring 2025–Spring 2028**
- Evaluation of conceptual alternative: **Spring 2025-Spring 2026**
- Analyze transportation impacts: **Summer 2025-Fall 2025**
- Evaluation of environmental items: **Winter 2025-Fall 2026**
- Development of stormwater master plan: **Spring 2026-Spring 2028**
- Development of preliminary plans: **Spring 2026-Spring 2028**

Per the RCN/NAE grant through the FHWA, the work shall be completed by December 31, 2028.

SCOPE:

The contract shall provide engineering expertise to complete a study the I-70 Business Loop Corridor between Stadium Boulevard and Eastland Circle for a future complete street enhancement project. The study shall address the planning and design elements needed to move the I-70 Business Loop Corridor project forward to construction and revitalize a long-neglected area. The intent is to apply for a future RAISE or similar type grant to complete the construction of the project.

The planning study of the I-70 Business Loop corridor shall be between Stadium Boulevard and Eastland Circle and shall also reach out to neighborhoods that extend to the north and south of the corridor. This stretch of roadway is approximately four miles touching many businesses, schools, a cemetery, and a large public park. Therefore, the streetscape elements may not be the same throughout the entire length of the corridor. In addition, the Loop Community Improvement District (CID) is an active planning organization that covers Business Loop 70 between I-70 Drive Southwest and College Avenue. The Loop CID has developed a corridor plan and an economic development plan which included a large amount of public input by stake holders. This plan shall be included in determining the conceptual alternatives and preliminary plans.

The study shall include the following at a minimum:

- Engaging in community and stakeholder outreach throughout the study
- Evaluation of conceptual alternatives:
 - Complete street implementation (vehicles, pedestrians, and bicyclists)
 - Access management
 - Intersection improvements
 - Stormwater improvements
 - EV charging stations optimal locations
 - Streetscape and beautification elements
- Analyze transportation impacts
- Evaluation of environmental items related to the NEPA review process
- Development of stormwater master plan
- Development of preliminary plans:
 - Land surveying and data collection
 - Aesthetics and identity/placemaking development
 - Geotechnical engineering investigation
 - Preliminary plan and right of way plan completion

MoDOT has established a DBE goal for this project of 5%.

The City has also received a Safe Streets and Roads for All (SS4A) grant to complete a Road Safety Audit (RSA) project of the Business Loop 70 corridor in order to identify safety countermeasures that are applicable as part of the Safe System Approach. The Consultant selected for the Business Loop 70 Revitalization Study project will be expected, to the greatest extent possible, to coordinate and communicate with the Consultant for the RSA project to avoid duplication of efforts, maximize available resources, and to ensure that the projects complement one another.

3. QUALIFICATIONS SUBMISSION INFORMATION

SUBMISSION OF QUALIFICATIONS:

On-line Qualifications - If a registered offeror is responding electronically through the City Bidding System website, the registered offeror should submit completed exhibits, forms, and other information concerning the qualifications as an attachment to the electronic qualifications. The registered offeror is instructed to review the RFQUAL submission provisions carefully to ensure they are providing all required information.

The exhibits and forms provided herein can be saved into a word processing document, completed by a registered offeror, and then sent as an attachment to the electronic submission. Other information requested or required may be sent as an attachment. Be sure to include the solicitation/bid number, company name, and a contact name on any electronic attachments.

In addition, a registered offeror may submit the exhibits, forms, etc., through mail or courier service. However, any such submission must be received prior to the specified end date and time.

If a registered offeror submits an electronic and hard copy qualifications response and if such responses are not identical, the offeror should explain which response is valid. In the absence of an explanation, the City shall consider the response which serves its best interest.

Hard Copy Qualifications - If the offeror is submitting qualifications via the mail or a courier service or is hand delivering the qualifications, the offeror should include completed exhibits, forms, and other information concerning the qualifications. The offeror is instructed to review the RFQUAL submission provisions carefully to ensure they are providing all required information.

Recycled Products - The City recognizes the limited nature of our resources and the leadership role of government agencies in regard to the environment. Accordingly, the offeror is requested to print the qualifications double-sided using recycled paper, if possible, and minimize or eliminate the use of non-recyclable materials such as plastic report covers, plastic dividers, vinyl sleeves, and binding. Lengthy qualifications may be submitted in a notebook or binder.

Open Records - Pursuant to section 610.021, RSMo, the offeror's qualifications shall be considered an open record after a contract is executed or all qualifications are rejected. At that time, all qualifications are scanned into the bid file by the Purchasing Division.

The scanned information will be available upon request from the Purchasing Division. Therefore, the offeror is advised not to include any information in the qualifications that the offeror does not want to be viewed by the public, including personal identifying information such as social security numbers.

In preparing qualifications, the offeror should be mindful of document preparation efforts for scanning purposes and storage capacity that will be required to image the qualifications and should limit qualifications content to items that provide substance, quality of content, and clarity of information.

To facilitate the evaluation process, the offeror is encouraged to organize their qualifications into sections that correspond with the individual evaluation categories described herein. The offeror is cautioned that it is the offeror's sole responsibility to submit information related to the evaluation categories and that the City is under no obligation to solicit such information if it is not included with the qualifications. The

offeror's failure to submit such information may cause an adverse impact on the evaluation of the qualifications.

The qualifications should be page numbered.

The signed page one from the original RFQUAL and all signed addendums should be placed at the beginning of the qualifications.

Each section should be titled with each individual evaluation category and all material related to that category should be included therein.

Questions Regarding the RFQUAL – Except as may be otherwise stated herein, the offeror and the offeror's agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all of their questions or comments regarding the RFQUAL, the solicitation process, the evaluation, etc., to the buyer of record indicated on the first page of this RFQUAL. Inappropriate contacts to other personnel are grounds for suspension and/or exclusion from specific procurements. Offerors and their agents who have questions regarding this matter should contact the buyer.

The buyer may be contacted via e-mail or phone as shown on the first page.

Only those questions which necessitate a change to the RFQUAL will be addressed via an addendum to the RFQUAL. Offerors are advised that any questions received less than ten (10) calendar days prior to the RFQUAL opening date may not be addressed.

Joint Venture or Co-Counsel Response – If the qualifications is being submitted in conjunction with another entity or law firm (similar to a joint response, joint venture, or co-counsel), there can be only one (1) response submitted in response to the RFQUAL by the entities/firms involved. Therefore, only one (1) entity/firm must be designated as lead and must be designated as the official offeror for purposes of submitting the qualifications. Such lead offeror and contractor, if awarded the contract, must be the only party officially signing and submitting the qualifications as well as serving as the official signatory for the joint venture or co-counsel.

MINIMUM REQUIRED SUBMITTALS:

- A brief description of the firm (Exhibit A)
- The qualifications and background of the firm (Exhibit A)
- A summary of any arrangements that will be made with any other firm for assistance on the work (Exhibit D)
- A list of key personnel to be involved in the work (Exhibit C)
- A list of similar work performed for other municipalities or agencies, including a description of work and the name of the municipality or agency, and the action taken as a result of the work. A list of references should be included. (Exhibit B)
- Discussion explaining why the firm believes the City of Columbia would benefit from selecting the firm to do the work. (Exhibit D)

- A description of the approach the firm will take to complete the work, including an estimate of the total time needed for the firm to complete the work. (Exhibit D)

MISCELLANEOUS SUBMITTAL INFORMATION:

Affidavit of Work Authorization and Documentation - Pursuant to section 285.530, RSMo, if the offeror meets the section 285.525, RSMo, definition of a “business entity” (<http://www.moga.mo.gov/statutes/C200-299/2850000525.HTM>), the offeror must affirm the offeror’s enrollment and participation in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services requested herein. The offeror should complete Exhibit E, Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization. Exhibit E must be submitted prior to an award of a contract.

The offeror should complete and submit Exhibit F, Miscellaneous Information.

Business Compliance - The offeror must be in compliance with the laws regarding conducting business in the City. The offeror certifies by signing the signature page of this original document and any addendum signature page(s) that the offeror and any proposed subcontractors either are presently in compliance with such laws or shall be in compliance with such laws prior to any resulting contract award. The offeror shall provide documentation of compliance upon request by the Purchasing Division. The compliance to conduct business in the state shall include, but not necessarily be limited to:

Registration of business name (if applicable) with the Secretary of State at <http://sos.mo.gov/business/startBusiness.asp>
Certificate of authority to transact business/certificate of good standing (if applicable)
Taxes (e.g., city/county/state/federal)
State and local certifications (e.g., professions/occupations/activities)
Licenses and permits (e.g., city/county license, sales permits)
Insurance (e.g., worker’s compensation/unemployment compensation)

4. SELECTION CRITERIA

CRITERIA:

After determining that a qualification satisfies the mandatory requirements stated in the RFQUAL, the evaluator(s) shall use both objective analysis and subjective judgment in conducting a comparative assessment of the qualifications in accordance with the criteria stated below.

- Evaluation of proposals/interview
- Proven background and experience in the work required
- Reputation of the firm with respect to design and construction of major public park improvement projects.
- References provided
- Ability to complete the work in the time required
- Specific background and experience of the key people who will be involved in providing these services.

EVALUATION PROCESS:

After receipt of the qualifications, a review committee appointed by the City Manager at least two members of which are licensed professional engineers or architects shall evaluate the qualifications and select as a general rule, not less than three firms for interview.

After interviews are conducted, the review committee shall select a firm for negotiation of terms of an agreement/contract. The services in the agreement/contract shall substantially conform to those described in the RFQUAL. Modifications may be made to accommodate budget limitations or to address related issues not considered in the original scope of work.

COMPETITIVE NEGOTIATION OF QUALIFICATIONS:

The offeror is advised that under the provisions of this RFQUAL, the Purchasing Division reserves the right to conduct negotiations of the qualifications received or to award a contract without negotiations. If such negotiations are conducted, the following conditions shall apply:

Negotiations may be conducted in person, in writing, or by telephone.

Negotiations will only be conducted with potentially acceptable offeror. The Purchasing Division reserves the right to limit negotiations to those qualifications which received the highest rankings during the initial evaluation phase. All offerors involved in the negotiation process will be invited to submit a best and final offer if necessary.

Terms, conditions, methodology, or other features of the offeror's qualifications may be subject to negotiation and subsequent revision. As part of the negotiations, the offeror may be required to submit supporting financial and other data in order to allow a detailed evaluation of the feasibility, reasonableness, and acceptability of the qualifications.

The mandatory requirements of the RFQUAL shall not be negotiable and shall remain unchanged unless the Purchasing Division determines that a change in such requirements is in the best interest of the City.

AGREEMENT/CONTRACT:

When agreement on a detailed scope of services and fee schedule is reached, a formal agreement/contract will be prepared and submitted to City Council for approval. If an agreement/contract cannot be reached, the City will terminate negotiations and select an alternate firm for negotiations.

EXHIBIT A

OFFEROR INFORMATION

The offeror should provide the following information about the offeror's organization:
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Provide a brief company history, including the founding date and number of years in business as currently constituted.

Describe the nature of the vendor's business, type of services performed, etc. Identify the vendor's website address, if any.

Provide a list of and a short summary of information regarding the vendor's current contracts/clients.

List, identify, and provide reasons for each contract/client gained and lost in the past two (2) years.

EXHIBIT B**CURRENT/PRIOR EXPERIENCE**

The offeror should copy and complete this form documenting the offeror and any subcontractor's current/prior experience considered relevant to the services required herein. In addition, the offeror is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Offeror Name or Subcontractor Name: _____ (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For :)	
Name of Reference Company/Client:	
Address of Reference Company/Client:	
Reference Contact Person Name, Phone #, and E-mail Address:	
Title/Name of Service/Contract	
Dates of Project Initiation and Project Completion:	
If service/contract has terminated, specify reason:	
Description of Services Performed, such as: <input checked="" type="checkbox"/> What the offeror did <input checked="" type="checkbox"/> How the offeror did it <input checked="" type="checkbox"/> Results <input checked="" type="checkbox"/> Additional Detail	
Personnel Assigned to Service/Contract (include all key personnel and identify role):	

EXHIBIT C**EXPERTISE OF KEY PERSONNEL**

(Copy and complete this table for each key person proposed)

Title of Position: _____	
Name of Person:	
Educational Degree (s): include college or university, major, and dates	
License(s)/Certification(s), #(s), expiration date(s), if applicable:	
Specialized Training Completed.	
# of years' experience in area of service proposed to provide:	
Describe person's relationship to offeror. If employee, # of years. If subcontractor, describe other/past working relationships	
Describe this person's responsibilities over the past 12 months.	
Previous employer(s), positions, and Dates	

Staffing Methodology

Describe the person's planned duties/role proposed herein:	
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EXHIBIT D

WORK TO BE PERFORMED

The offeror should use this Exhibit, or any format desired, to present a written plan for performing the requirements specified in this Request for Qualifications.

EXHIBIT E

NOTICE TO OFFERORS

Sections 285.525 To 285.550 RSMo.

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 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, 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. 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 contracted services. {RSMo 285.530 (2)}

An Employer may enroll and participate in a federal work authorization program and shall verify the employment eligibility of every employee in the employer's hire whose employment commences after the employer enrolls in a federal work authorization program. **The E-verify system issues a Memorandum of Understanding once enrollment is complete; the City of Columbia requires a copy of this document be attached to the Work Authorization Affidavit.** The employer shall retain a copy of the dated verification report received from the federal government. Any business entity that participates in such program shall have an affirmative defense that such business entity has not violated subsection 1 of this section. {RSMo 285.530 (4)}

For offerors that are not already enrolled and participating in a federal work authorization program, E-Verify is an example of this type of program. Information regarding E-Verify is available at:
<http://www.dhs.gov/e-verify>

EXHIBIT E, Continued
CITY OF COLUMBIA, MISSOURI
WORK AUTHORIZATION AFFIDAVIT
PURSUANT TO 285.530 RSMo
(FOR ALL BIDS IN EXCESS OF \$5,000.00)

County of _____)
)SS.
State of _____)

My name is _____. I am an authorized agent of _____(Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the City of Columbia. This business does not knowingly employ any person who is an unauthorized alien in connection with the services being provided. **Documentation of participation in a federal work authorization program is attached to this affidavit.**

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contacts that they are not in violation of Section 285.530.1 RSMo and shall not thereafter be in violation. Alternatively, a subcontractor may submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Affiant

Printed Name _____

Personally appeared before me, a Notary Public, within and for the County of

State of Missouri, the person whose signature appears above, **PERSONALLY AND KNOWN TO ME AND ACKNOWLEDGED**, that signed the foregoing Affidavit for the purposes therein stated.

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

My Commission expires _____, 20__.

(Notary Public)

EXHIBIT F

MISCELLANEOUS INFORMATION

Employee/Conflict of Interest:

Offerors who are elected or appointed officials or employees of the City of Columbia or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the offeror or any owner of the offeror's organization is currently an elected or appointed official or an employee of the City of Columbia or any political subdivision thereof, please provide the following information:	
Name and title of elected or appointed official or employee of the City of Columbia or any political subdivision thereof:	
If employee of the City of Columbia or political subdivision thereof, provide name of City or political subdivision where employed:	
Percentage of ownership interest in offeror's organization held by elected or appointed official or employee of the City of Columbia or political subdivision thereof:	_____ %

Registration of Business Name (if applicable) with the Missouri Secretary of State

The offeror should indicate the offeror's charter number and company name with the Missouri Secretary of State. Additionally, the offeror should provide proof of the offeror's good standing status with the Missouri Secretary of State. If the offeror is exempt from registering with the Missouri Secretary of State pursuant to section 351.572, RSMo., identify the specific section of 351.572 RSMo., which supports the exemption.

<i>Charter Number (if applicable)</i>	<i>Company Name</i>
If exempt from registering with the Missouri Secretary of State pursuant to section 351.572 RSMo., identify the section of 351.572 to support the exemption:	