



OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

Ozarks Transportation Organization  
2208 W. Chesterfield Blvd., Suite 101  
Springfield, MO 65807  
Phone: (417) 865-3042 Ext. 100

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**AMENDMENT #2 TO INVITATION FOR BID: IFB# 2024-003 EV Charger Installation Project**

**FEDERAL AID NUMBER: CRP-5901(832)**

**DEADLINE:** February 28, 2025 at 2:00 PM, Central Standard Time

**PURCHASING AGENT:** Debbie Parks, 417-865-3047 x 106, [dparks@ozarkstransportation.org](mailto:dparks@ozarkstransportation.org)

**DATE OF ISSUE:** January 27, 2025

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This addendum forms a part of the Contract Documents for the CRP-590(832) – EV Charger Installation Project. Contractors are required to acknowledge the receipt of addenda by signing and including all addenda with each bid form. FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDUM MAY SUBJECT BIDDER TO DISQUALIFICATION.

**Notice to Bidders:**

- The Bid opening date has been revised to February 28, 2025 at 2PM CST.
- Item 1 of the bid checklist has been revised to include only registration on Missouri BUYS/Missouri Movers.
- All EV Charger locations shall include installation of J1772 connectors as well as a permanently attached
- All bids shall be valid for ninety (90) days from bid opening.
- The attached Q & A has been updated.

Name and Title of Signer  
(Print or type)

\_\_\_\_\_  
Contractor / Bidder Signature

\_\_\_\_\_  
(Signature of person authorized to sign)

Date Signed: \_\_\_\_\_

## Questions and Answers

Question 1: Will there be a site visit?

Answer: Yes. Please see cover sheet for Addendum #1.

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Question 2: Have chargers been procured?

Answer: No, all equipment is to be included in the bid price.

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Question 3: Will charging stations be owned by site hosts?

Answer: Yes.

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Question 4: Are drawings or details about power source, transformer size, location of panels, etc available for each location?

Answer: No. During the site visits, each host will show the attendees the closest panel location, and open the panel for visual inspection. Any available information regarding specific site equipment information has been included in the supplemental bid information.

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Question 5: What are the hardware specifications for the Level 2 chargers?

Answer: Please see JSP item J in the Bid Document and Contract Provisions in the Plan Document.

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Question 6: Do you intend to charge a fee for the use of the chargers?

Answer: Yes, all locations will charge a fee and require credit card readers. Please review 23 CFR Part 680 – National Electric Vehicle Infrastructure Standards and Requirements.

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Question 7: Can only electrical contractors prime this bid?

Answer: Prime contractors must perform project work with its own organization equal to and not less than 30 percent of the total original contract price. Other than that, there are no requirements that the prime contractor must specialize in electrical work.

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Question 8: Does the Nixa Downtown location (Main & Elm parking lot) require bollards on the street side?

Answer: Yes, the EV Charger must be protected from both street and parking lot sides.

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Question 9: Will the team consider an option for electronic submission?

Answer: No, we will require hard copies of the bid documents.

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Question 10: Will the installation work tap into existing meters?

Answer: Each location will utilize an existing on-site meter, except the locations in Nixa. They will require setting of new meters and connection to a nearby transformer.

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Question 11: Is there a scoring criteria that OTO can share?

Answer: OTO intends to award the contract to the lowest, responsive, responsible bidder.

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Question 12: Will redlines be considered if attach them along with our submission?

Answer: Redlines will not be allowed.

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Question 13: Please confirm all sites have suitable cellular reception for all proposed chargers and no additional signal boosters required under bid.

Answer: Signal boosters are not anticipated and not included in the bid.

Question 14: Please confirm civil design scope is limited to any improvements proposed under the proposed design and not to ensure the entire site meets the local AHJ requirements.

Answer: Civil design will include any improvements required to facilitate the installation of the EV chargers as well as meet ADA requirements regarding use of the chargers.

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Question 15: Is striping part of the scope of work?

Answer: Yes.

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Question 16: Can you provide the as-built or as-constructed plans for the Resource Management and Recycling Center, specifically the Electrical Plans (Single lines, load diagrams) with location in each facility?

Answer: As this facility is actively under construction, there are no as-built plans. The documents included as part of the supplemental bid information is all that is available.

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Question 17: Are Chargepoint chargers required at any of the locations?

Answer: No, the only requirement is that the installed chargers comply with the bid documents.

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Question 18: Please confirm the Builders Risk policy is only required for MSU sites.

Answer: Missouri State University General Conditions only apply to MSU sites.

**BIDDER CHECKLIST**  
**FINAL CHECKLIST BEFORE SUBMITTING BID**

- 1. All bidders must satisfy at least one of two options for prequalification:
  - A. ~~MoDOT's Qualified Contractor List per Section 102.2 of the Missouri Standard Specifications for Highway Construction, 2011 Edition including all revisions. The contractor questionnaire must be on file 7 days prior to bid opening. A link to the questionnaire can be found at <https://modot.org/becoming-prime-contractor-modot>.~~
  - B. Registered vendors on the State of Missouri eProcurement System, Missouri BUYS. MoDOT requires vendors wanting to do business with Missouri state agencies to visit <https://missouribuy.mo.gov/> and register. Registration must be completed to be established as a vendor for the State of Missouri prior to bid opening.”
- 2. For submittal of paper bids, the complete set of bidding documents includes all information through the DBE forms (for DBE forms see #7). The Technical Specifications/Job Special Provisions are for the bidder’s information only and is not to be returned with the bid.
- 3. If submitting the bid by mail, it is to be completed, executed, and submitted in a sealed envelope addressed to Ozarks Transportation Organization, 2208 W. Chesterfield Blvd Suite 101, Springfield MO 65807. **Provide the vendor name, vendor address, vendor number, county, route and federal project number on the outside of the envelope (if applicable).**
- 4. Please read all items in the bidding document carefully. For paper bids, complete all items in ink or by typing in the information.
- 5. **Sign this bidding document properly. If submitted in the name of a firm or corporation, the legal name of the firm or corporation should appear in the space designated, and be signed for by one or more persons legally qualified to execute papers in the name of said firm or corporation. Affix Corporate Seal if the Bidder is a Corporation.**
- 6. For paper bids submit a bid bond executed by bidder and surety, or attach cashier's check to the bid bond form.
- 7. Submit the DBE Submittal Forms within 3 business days of the Bid Opening. The BDE Identification Submittal Form (Page 2 of this document) must be submitted for each DBE to be utilized on the project.
- 8. For paper bids, staple addenda to the bid in the appropriate part of the bid. The letter accompanying the addenda should be stapled to the inside of the back cover of the bid and returned. The bidder should retain a duplicate copy. (if applicable)
- 9. Bidder shall be listed on Ozarks Transportation Organization’s EVSE Prequalification list.

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Below is a list of common mistakes made by bidders leading to non-responsive bids. Please refer to the Standard Specifications for the appropriate procedures for completing and submitting a bid.

- a) Not signing the bid
- b) Not incorporating the addendum into the bidding documents, including attaching the letter to the bid
- c) Not providing a bid bond
- d) Using pencil to fill out the bid
- e) Using white out to make corrections to the itemized bid sheets
- f) Not initialing changes made

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All questions concerning the bid document preparation can be directed to the Ozarks Transportation Organization at 417-766-4895. Project specific questions can be directed to Jennifer Thomas, P.E. at 417-766-7895 x108.

Equal Employment Opportunity: OTO does not discriminate in any of its programs and activities. The consultant awarded the contract for work will be required to assure that no person shall be denied employment or fair treatment, or in any way discriminated against, on the basis of race, sex, religion, age, national origin, or disability. In addition to these requirements, since federal funds will be used to finance this project, the successful consultant shall comply with all civil rights requirements applicable to transportation-related projects.

Special Needs: If you have special needs addressed by the Americans with Disabilities Act, please notify Ozarks Transportation Organization at 417-766-4895 or through Missouri Relay System, TDD 1-800-735-2966, at least five (5) working days prior to the bid opening.