



**MISSOURI DEPARTMENT OF TRANSPORTATION  
INFORMAL QUOTE GUIDELINES AND DOCUMENTATION  
FOR PURCHASES \$3,000.01 TO \$24,999.99  
*THIS IS NOT AN ORDER***

**REQUEST FOR INFORMAL QUOTATION**

Please quote the lowest prices covering material specified and provide all information requested.

TODAY'S DATE:	10-22-2015	QUOTE DUE BY:	10-28-2015 1:00 PM CT	F.O.B. REQUIREMENTS:	DESTINATION
TIME REQUIRED FOR DELIVERY:	15 DAY ARO	QUOTATION NO:	KC-Q16-010	BUYER NAME /TELEPHONE NUMBER:	JODY JORDAN INTERMEDIATE GENERAL SERVICES SPECIALIST 816-347-4103
TO BE DELIVERED NO LATER THAN:	11/20/15				
District Mailing Address/Facsimile #:	600 NE COLBERN ROAD LEE'S SUMMIT, MO 64086 FAX – 816-622-0070	Delivery Location:	2050 NE INDEPENDENCE AVE. LEE'S SUMMIT, MO 64064		

Quantity	U/M	DESCRIPTION (including size and/or part #'s)	UNIT PRICE	UNIT PRICE EXTENSION	DELIVERY TIME
150	EA	Vehicle Plug-In Tracking Device with the following specifications:  -Device to Work with Any Vehicle Type with 12v Connection -Simple Three Wire Connection: Ground, Power, Ignition -Internal Cellular and GPS Antenna -GPS Device Provided Free of Charge -No Contract -30 Day Money Back Guarantee with No Restocking Fees -Web Based Software -Optional Hibernation Mode for Seasonal Deactivation with No Reactivation Fees -Free Training			
		Freight			
<b>TOTAL ORDER EXTENSION</b>					

**Renewal Periods:** The bidder shall provide below the maximum percentage of increase or decrease for the renewal periods. The percentage shall be computed against the original contract period prices for each renewal period. If a renewal percentage is not provided, the prices for the renewal periods shall be the same as the original contract period.

1<sup>st</sup> Renewal Period      \_\_\_\_% of maximum increase and/or \_\_\_\_% of maximum decrease.

2<sup>nd</sup> Renewal Period      \_\_\_\_% of maximum increase and/or \_\_\_\_% of maximum decrease.

3<sup>rd</sup> Renewal Period      \_\_\_\_% of maximum increase and/or \_\_\_\_% of maximum decrease.

Company Name:	
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## DELIVERIES

All orders placed during this contract period shall be delivered to various MoDOT maintenance facilities as identified by each order issued. The following lists potential delivery points in the MoDOT Kansas City District. Price all materials as F.O.B. Destination. Delivery costs must be included in the unit prices & not listed separately.

KANSAS CITY FACILITY LOCATIONS	
COUNTY	FACILITY LOCATION
CASS	Belton 17321 S Peculiar Drive Belton, MO 64012
	Harrisonville 27821 S. State Route 7 Harrisonville, MO 64701
CLAY	Skiles 3800 Skiles Avenue Kansas City, MO 64161
	Northmoor 5248 Waukomas Dr Kansas City, MO 64151
	Kearney 301 W 92 Hwy. Kearney, MO 64060
JACKSON	Independence 910 N 291 Hwy. Independence, MO 64058
	Mullberry (4th & Cherry) 650 Mulberry Street Kansas City, MO 64101
	Stadium (2) Maintenance and Signal Shop 9109 E 40th Terrace Kansas City, MO 64133
	Lee's Summit East (Maintenance) 3050 NE Independence Ave. Lee's Summit, MO 64064
	Lee's Summit District Garage 2050 NE Independence Ave. Lee's Summit, MO 64064
JOHNSON	Warrensburg 8 NE 375 Warrensburg, MO 64093
	Knob Noster 143 NE 23 Hwy. Knob Noster, MO 65336
LAFAYETTE	Odessa 7353 Outer Road Odessa, MO 64076
	Concordia 601 N Main Concordia, MO 64020
PETTIS	Sedalia 2200 South Limit Sedalia, MO 65301
PLATTE	Platte City 16105 Elm Grove Road Platte City, MO 64079
	Nashua 1910 NW Cookingham Kansas City, MO 64155
RAY	Richmond 42896 Old Hwy. 10 Richmond, MO 64085
SALINE	Marshall 1595 W Arrow Marshall, MO 65340
	Marshall JCT Facility 13322 Jewel Ave. (RT 65 - 1.5 MILES N. OF I-70) Marshall, MO 65340

### Right of Acceptance/Rejection

MoDOT reserves the right to reject any or all bids/quotes/proposals, and to accept or reject any items thereon, and to waive technicalities. In case of error in the extension of prices in the solicitation response, unit prices will govern.

### General Performance

This work is to be performed under the general supervision and direction of MoDOT and, if awarded any portion of the work, the Contractor agrees to furnish at his/her own expense all labor and equipment required to complete the work, it being expressly understood that this solicitation is for completed work based upon the price(s) specified according to the scope of work and the requirements and specifications detailed within the solicitation documents.

### Invoicing and Payment

Each invoice should be itemized in accordance with items listed on the purchase order and/or contract. The statewide financial management system has been designed to capture certain receipt and payment information. Therefore, each invoice submitted must reference the purchase order number and must be itemized in accordance with items listed on the purchase order. Failure to comply with this requirement may delay processing of invoices for payment. Unless otherwise provided for in the solicitation documents, payment for all equipment, supplies, and/or services required herein shall be made in arrears. The MHTC shall not make any advance deposits. The MHTC assumes no obligation for equipment, supplies, and/or services shipped or provided in excess of the quantity ordered. Authorized quantity is subject to the MHTC's rejection and shall be returned at the Contractor's expense. The MHTC reserves the right to purchase goods and services using the state purchasing card.

### Freight

MoDOT reserves the right to compare internal shipping prices against that of the awarded bidder and reject freight costs above the organization's costs.

### Inspection and Acceptance

No equipment, supplies, and/or services received by MoDOT pursuant to a contract shall be deemed accepted until MoDOT has had reasonable opportunity to inspect said equipment, supplies, and/or services. All equipment, supplies, and/or services which do not comply with the specifications and/or requirements or which are otherwise unacceptable or defective may be rejected. In addition, all equipment, supplies, and/or services which are discovered to be defective or which do not conform to any warranty of the Contractor upon inspection (or at any later time if the defects contained were not reasonably ascertainable upon the initial inspection) may be rejected. The MHTC reserves the right to return any such rejected shipment at the Contractor's expense for full credit or replacement and to specify a reasonable date by which replacements must be received. The MHTC's right to reject any unacceptable equipment, supplies, and/or services shall not exclude any other legal, equitable or contractual remedies the MHTC may have.

*All responses to this Request for an Informal Quotation MUST be submitted on this form and all pages MUST be returned to the Buyer listed above at fax number 816-622-0070 or by email:*

[Jody.Jordan@modot.mo.gov](mailto:Jody.Jordan@modot.mo.gov)

*Notification of award will be at the time the tabulation is posted to the Internet.  
It is the sole responsibility for all bidders to check the website for bid results.*

Bidders 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. Bidders are encouraged to obtain 10% MBE and 5% WBE participation.

## Vendor Notes

VENDORS MAY ATTACH OTHER PERTINENT/SUPPORTING DATA WITH THEIR RESPONSE TO THIS SOLICITATION.

# VENDOR INFORMATION & PREFERENCE CERTIFICATION FORM

## Vendor Information

All bidders must furnish ALL applicable information requested below

Vendor Name/Mailing Address:  Email Address:	Vendor Contact Information (including area codes): Phone #: Cellular #: Fax #:
Printed Name of Responsible Officer or Employee:	Signature:
For Corporations - State in which incorporated:	For Others - State of domicile:

If the address listed in the Vendor Name/Mailing Address block above is not located in the State of Missouri, list the address of Missouri offices or places of business:

*If additional space is required, please attach an additional sheet and identify it as Addresses of Missouri Offices or Places of Business.*

**M/WBE INFORMATION:** List all certified Minority or Women Business Enterprises (M/WBE) utilized in the fulfillment of this bid. Include percentages for subcontractors and identify the M/WBE certifying agency:

<u>M/WBE Name</u>	<u>Percentage of Contract</u>	<u>M/WBE Certifying Agency</u>

*If additional space is required, please attach an additional sheet and identify it as M/WBE Information.*

## Preference Certification

All bidders must furnish ALL applicable information requested below

**GOODS/PRODUCTS MANUFACTURED OR PRODUCED IN USA:** If any or all of the goods or products offered in the attached bid which the bidder proposes to supply to the MHTC are not manufactured or produced in the "United States", or imported in accordance with a qualifying treaty, law, agreement, or regulation, list below, by item or item number, the country other than the United States where each good or product is manufactured or produced.

Item (or item number)	Location Where Item is Manufactured or Produced

*If additional space is required, please attach an additional sheet and identify it as Location Products are Manufactured or Produced.*

**MISSOURI SERVICE-DISABLED VETERAN BUSINESS:** Please complete the following if applicable. Additional information may be requested if preference is applicable. See below definitions for qualification criteria:

**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.

### Veteran Information

### Business Information

Service-Disabled Veteran's Name (Please Print)	Service-Disabled Veteran Business Name
Service-Disabled Veteran's Signature	Missouri Address of Service Disabled Veteran Business

## NOTICE OF COOPERATIVE PURCHASING

MoDOT is interested in assisting Missouri governmental entities, etc. in purchasing equipment, various materials, and supplies that meet the MISSOURI DEPARTMENT OF Transportation specifications.

Each bidder is asked to indicate below whether they would be willing to offer **(GPS Devices)** listed in the attached "Request for Bid" for sale to these local political entities at the same bid price offered to MoDOT.

It is understood MoDOT will not issue purchase orders, accept delivery nor make payment for these items ordered by any of these agencies. It is further understood the price is based on the **(GPS Devices)** meeting MoDOT specifications. Any added options, deletions, or extra freight costs would be negotiated between the local agency and the successful vendor.

Indicate below whether your company is willing to offer such cooperative purchasing for Missouri counties, cities or other political entities.

YES \_\_\_\_\_

NO \_\_\_\_\_

If the price varies throughout the state on MoDOT bids because of different delivery destinations, please indicate the price F.O.B. your location that would be offered as described.

F.O.B. Location \_\_\_\_\_

Indicate the deadline date that orders will be accepted. \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

E-MAIL \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_