



KANSAS CITY AREA TRANSPORTATION AUTHORITY (KCATA)

REAL TIME INFORMATION SIGNS (RTIS) -- VENDOR INFORMATION REQUEST (RFI)

KANSAS CITY STREETCAR MAIN STREET EXTENSION

Date: May 3, 2021

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May 3, 2021

Real Time Information Signs (RTIS) -- Vendor Information Request

Kansas City Streetcar Main Street Extension Project

The original Kansas City Downtown Streetcar line went into service in May 2016. The 2.2-mile starter line has provided more than eight million trips since its opening (over twice the projected ridership). Due to overwhelming support and enthusiastic public interest in extending the streetcar route, the City of Kansas City, Missouri (KCMO) as project sponsor and partnering agencies plan to extend the streetcar approximately 3.5 miles south from its current terminus at Union Station to the Country Club Plaza and University of Missouri – Kansas City (Plaza/UMKC).

KCMO, in partnership with the Kansas City Area Transportation Authority (KCATA) and the Kansas City Streetcar Authority (KCSA), collectively manage the KC Streetcar Main Street Extension Project (MSE Project). The completed MSE Project anticipates a 100 percent increase in average weekday riders to over 12,000 daily riders.

This Request for Information (RFI) is intended to gather information and technical data from vendors to evaluate the current “state of the art” for out-door real-time transit signage. Upon evaluation of available signage systems on the market, the MSE Project intends to procure new real time signage for installation on KC Streetcar platforms. See Section 2, “Scope of Request,” below for details.

This is a Request for Information (RFI) and is not a “solicitation,” “Request for Qualifications (RFQ),” “Request for Proposals (RFP),” or procurement of any kind.

**Pre-Submittal Questions.** Questions must be directed in writing via email to Denise Adams at [dadams@kcata.org](mailto:dadams@kcata.org). Questions and requests for clarifications will be received until **2:00 p.m. CDT on May 13, 2021**. If required, KCATA’s response to these submissions will be in the form of an Addendum.

**Submissions.** Submittals must be received with all required submittals as stated in Section 4 of this RFI **no later than 2:00 p.m. CDT on May 26, 2021**. Submittals shall be only submitted electronically to Denise Adams at [dadams@kcata.org](mailto:dadams@kcata.org).

***No person or entity submitting a proposal in response to this Request for Qualifications nor any officer, employee, agent, representative, relative or consultant representing such a person (or entity) may contact through any means, or engage in any discussion concerning the award of this contract with any member of KCATA’s Board of Commissioners or any employee of KCATA (excluding Procurement staff) during the period beginning on the date of proposal issue and ending on the date of the selection of a Contractor. Any such contact would be grounds for disqualification of the Proposer.***

Kristen Emmendorfer  
Director of Procurement

## TABLE OF CONTENTS

	<u>Page</u>
<b>SECTION 1. RFI CALENDAR .....</b>	<b>4</b>
<b>SECTION 2. RFI Scope of Information Request .....</b>	<b>5</b>
2.1 Purpose.....	5
2.2 Intent .....	5
2.2 Requested Information .....	5
<b>SECTION 3. SUBMITTAL INSTRUCTIONS.....</b>	<b>7</b>
3.1 General Information.....	7
3.2 Submissions .....	7
3.3 Vendor Responsibilities.....	7
3.4 Disclosure of Proprietary Information .....	7
<b>SECTION 4. SUBMISSION .....</b>	<b>9</b>
4.1 Introduction.....	9
4.2 Submittal Format.....	9
4.3 Submittal .....	9

**SECTION 1  
RFI CALENDAR**

RFI Issued..... May 3, 2021

Questions, Comments and Requests for Clarifications Due to KCATA ..... May 13, 2021  
2:00 p.m.

KCATA's Response to Questions, Comments and Requests for Clarification..... May 18, 2021

RFI Submissions Due..... May 26, 2021  
2:00 p.m.

Optional interviews and product demonstrations may be requested..... June 2021

*All times are Central Daylight Times*

## SECTION 2 SCOPE OF REQUEST

### 2.1 Purpose

The purpose of this RFI is to gather information and technical data from vendors to evaluate the current “state of the art” for transit real time signage. Upon evaluation of available signage systems on the market, the MSE Project intends to competitively procure, through a separate process, new real time signage for installation on KC Streetcar platforms under a separate procurement process.

### 2.2 Intent

- A. The intent is to collect and evaluate information and data of commercially fabricated outdoor rated fully self-contained signage.
- B. The intent is to see what signage systems are available and evaluate their “Plug and Play” capability, mounting, electrical and communications systems.
- C. The MSE Project is interested in pole mounted signage.
- D. Large screen freestanding ground mounted signage may be submitted for evaluation.

### 2.3 Requested Information

- A. The MSE Project team is looking for information on tested and proven real time signage systems with at least three years of commercially tested successful operation for transit.
- B. The MSE Project team is looking for RTIS information and current state of signage technology with the following preferred structure. RFI responses should describe vendor signs and how well they meet these requirements.
  - 1. IP Communications Capability
    - a. Signs shall be IP network capable and will be hard-wired to a fiber network as the primary means of communication.
    - b. Wi-Fi and/or Cellular backup communications capability is preferred.
    - c. Router, antenna, and cabling within the signage enclosure is preferred.
  - 2. Screens Information
    - a. LED dot matrix or video screens will be considered.
    - b. Sign text and/or graphics will be evaluated for readability and clarity from distances of thirty (30') feet and more. It is anticipated signs will be located at a minimum eight (8') feet above a public sidewalk.

- c. A minimum of 3 lines of appropriately sized text are preferred.
  - 3. CPUs & Programming
    - a. Vendors should describe system configuration.
    - b. Vendors should describe remote configuration, programming, and rebooting capabilities.
  - 4. Remote monitoring and management systems should be described.
  - 5. Electrical power requirements and UPS capability should be provided.
  - 6. Operational temperature range shall be provided with internal heating/cooling and air circulation equipment identified.
  - 7. Vendors should provide weatherproof enclosure ratings.
  - 8. Total sign weight and mounting requirements should be provided.
- C. Purchase to own signs are anticipated for the MSE Project but leased signage programs may be submitted by vendors if available.
  - D. Recommended operation and maintenance programs should be submitted for consideration. Vendor provided O&M plans may be submitted if available. Vendors should identify local Kansas City O&M capability if available.
  - E. Standard warranties and extended warranty options should be provided.
  - F. Vendors shall provide information on signage UL Listing or ability to obtain UL Listing as part of a sign purchase.
  - G. Vendors should provide information on whether signs contain proprietary equipment, solutions, or information. If proprietary systems are included, are recurring license fees required or is a one-time lifetime license granted with purchase?
  - H. Vendors should provide information stating whether their product(s) meet federal Buy America requirements. The MSE Project is federally funded thru the Federal Transit Administration and Project procurements include Buy America requirements. For clarification, Buy America does not require all parts of the signage equipment to be made in America. Manufacturing of the equipment must take place the United States and components are required to be US made. Equipment sub-components may be foreign manufactured. Vendors are requested to provide location of manufacturing.
  - I. Vendors are requested to provide references and contacts from other transit agencies, municipalities or companies that have purchased and are using their products.
  - J. Vendors may provide any additional relevant information for their signage systems that they feel might be of interest the MSE Project.

**SECTION 3.  
SUBMITTAL INSTRUCTIONS**

**3.1 General Information**

- A. This is a Request for Information (RFI) and not a “solicitation”, “Request for Qualifications” (RFQ), “Request for Proposal” (RFP), or Procurement of any kind.
- B. In cases where communication is required between Vendors and the KCATA, such as requests for information, instruction, and clarification of general project information, such communication shall be forwarded in writing directly to Denise Adams at [dadams@kcata.org](mailto:dadams@kcata.org) by the indicated deadline. The subject line of electronic communications must reference the RFI number and title.
- C. Submitting a response and vendor information does not constitute an offer to KCATA, KCMO or KCSA or create any obligation to the vendor. Similarly, failure to respond to this RFI does not preclude vendors from responding to a future sign procurement.
- D. KCATA, KCMO and KCSA are not responsible for any cost or expense that may be incurred by the Vendor(s) in preparation of the requested information.

**3.2 Submissions**

Submittals must be received with all required submittals (See Section 4) as stated in the RFI **no later than 2:00 p.m. CDT on May 26, 2021**. Submittals are to be sent only to Denise Adams via email at [dadams@kcata.org](mailto:dadams@kcata.org).

**3.3 Vendor’s Responsibilities**

By submitting a response, the Vendor represents that:

- A. The Vendor has read and understands the RFI and the submittal is made in accordance with the RFI requirements and instructions; and
- B. The Vendor affirms KCATA, KCMO and KCSA are under no obligation to the Vendor for costs of preparing an RFI submittal nor any future obligations to consider or procure Vendor’s products.

**3.4 Disclosure of Proprietary Information.**

- A. A Vendor may restrict the disclosure of scientific and technological innovations in which it has a proprietary interest, or other information that is protected from public disclosure by law, which is contained in the proposal by:
  - 1. marking each page of each such document prominently in at least 16-point font with the words “Proprietary Information;”
  - 2. printing each page of each such document on a different color paper than the paper on which the remainder of the proposal is printed; and

3. segregating each page of each such document in a sealed envelope, which shall prominently display, on the outside, the words "Proprietary Information" in at least 16-point font, along with the name and address of the Vendor.
- B. After the RFI process, submittals may be considered public records open for inspection. If access to documents marked "Proprietary Information," as provided above, is requested under the Missouri Sunshine Law, Section 610 of the Revised Statutes of Missouri, the KCATA will notify the Vendor of the request and the Vendor shall have the burden to establish that such documents are exempt from disclosure under the law. Notwithstanding the foregoing, in response to a formal request for information, the KCATA reserves the right to release any documents if the KCATA determines that such information is a public record pursuant to the Missouri Sunshine Law.



## SECTION 4. SUBMISSION

### 4.1 Introduction

The intent of the RFI is to encourage submittals that clearly communicate the information requested. Submittals should provide information in a concise, and well written, well organized manner containing only information relevant to this request. All submittals should follow the format specified below.

### 4.2 Submittal Format

A single document submittal is requested and shall be submitted in the following manor:

- A. **Vendors shall submit a single document in .pdf format.** The PDF document is to be labeled with the Vendor's name.
- B. **No Pricing information is to be included within the submittal.**

### 4.3 Submittal

- A. The requested Submittal page limit is 30 pages.
- B. One page is defined as one side of a single, 8-1/2 x 11" page, with 11-point minimum font size for the substantive text. Any page over this size will be counted as two (2) pages. Any page or partial page with substantive text, tables, graphics, charts, etc., will be counted as one (1) page. Vendors may use their discretion for the font size of other materials (e.g., graphics, charts).
- C. The following are **excluded** from the page count:
  - Title Page
  - Table of Contents
  - Letter of Transmittal
  - Tabs or Indices
  - Lists of References
  - Appendices or Exhibits

Vendors may include the references as Appendices.

- E. To achieve a uniform review process and obtain the maximum degree of compatibility, the below is the preferred submittal organizations:

#### 1. **Letter of Transmittal**

The letter should be addressed to Denise Adams, KCATA's Manager of Procurement. The letter must contain the following:

- a. **General Business Background.** Provide a brief synopsis of the Vendor's and business, including when and where incorporated, and major business activities. State whether the firm is local, regional, or national and how long

the firm has been in existence under current ownership/management and where the offices are located. Identify and state how long the firm has provided the types of products and services requested in this RFI.

2. **Title Page.** Show the RFI Number and title, the name of the Vendor, address, telephone number(s), email address, and date.
3. **Table of Contents (if applicable).** Clearly identify the materials submitted by section and page number.
4. **Requested Information.** Provide the information requested in Section 2.3 including references. Respondents may include diagrams, pictures or other material that be of interest to KCATA.