



INVITATION FOR BIDS (IFB) #G25-7018-26

LIGHTING AND ELECTRICAL SERVICES

Date: June 18, 2025

Contact: Jen Webb, Procurement Buyer

Telephone: (816) 346-0368

Email: jwebb@kcata.org

**KANSAS CITY AREA TRANSPORTATION AUTHORITY
INVITATION FOR BIDS (IFB) #G25-7018-26
LIGHTING AND ELECTRICAL SERVICES**

The Kansas City Area Transportation Authority (KCATA) is a bi-state agency offering mass transit service within the greater Kansas City metropolitan area. KCATA is seeking qualified firms to supply lighting and electrical services for electrical inspections, preventative maintenance, and Missouri and Kansas one-call locates and other miscellaneous services.

Certified DBE, MBE, WBE and SBE firms are encouraged to submit bids as prime contractors or subcontractors. This project goal is 11% for diverse business participation.

Questions (technical, contractual, or administrative) must be directed in writing via email to Jen Webb at jwebb@kcata.org. Questions and requests for clarifications will be received until **2:00 p.m. on July 2, 2025**. If required, KCATA's response to these submissions will be in the form of an Addendum.

Submission of a bid shall constitute a firm offer to the KCATA for one hundred twenty (120) days from the date of closing. This IFB does not commit the KCATA to award a contract or to pay any cost incurred in preparation of a submittal. Bidders shall read and understand the requirements of this Invitation for Bids covered in the sections listed under the Table of Contents of this document.

The KCATA reserves the right to accept or reject any or all bids received, to modify this request, or cancel in part or in its entirety the IFB if it is in the best interest of the KCATA.

All contractual agreements are subject to final approval by the Kansas City Area Transportation Authority's Board of Commissioners. A two-year contract term with one option year is anticipated for award to the selected and approved Contractor.

Submittal Instructions:

Bid submittals must be received with all required documents/attachments as stated in the IFB **no later than 2:00 p.m. on July 17, 2025** and addressed to:

Kansas City Area Transportation Authority – Procurement Department
Attention: Jen Webb
1350 East 17th Street
Kansas City, Missouri 64108

The outside of each package shall be clearly marked, "IFB #G25-7018-26 Lighting and Electrical Services".

Bids may be hand delivered, sent via overnight carrier, or mailed via USPS. All hand deliveries must be made through KCATA's Shipping/Receiving Department. Please allow ample time to navigate through KCATA's secured entrance and parking areas.

Bids received after the time specified shall not be considered for award. Bids received via facsimile (fax) or electronic mail (e-mail) shall not be considered. Bids not meeting specified delivery and method of submittal will not be opened nor considered responsive.

No person or entity submitting a proposal in response to this IFB nor any officer, employee, agent, representative, relative or Contractor 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 bid issue and ending on the date of the selection of a Contractor. Any such contact would be grounds for disqualification of the Bidder.

Kristen Emmendorfer
Director of Procurement

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NO BID REPLY FORM

**KANSAS CITY AREA TRANSPORTATION AUTHORITY (KCATA)
INVITATION FOR BIDS (IFB) #G25-7018-26
LIGHTING AND ELECTRICAL SERVICES**

To assist us in obtaining good competition on our Invitation for Bids (IFB), we ask that each firm that has received an invitation, but does not wish to propose, state their reason(s) below and return to the Procurement department via fax or email with the subject line "Bid #G25-7018-26."

This information will not preclude receipt of future invitations unless you request removal from the Bidders' List by indicating below.

Unfortunately, we must offer a "No Bid" at this time because:

____ 1. We do not wish to participate in the bid process.

____ 2. We do not wish to propose under the terms and conditions of the Invitation for Bid document. Our objections are:

____ 3. We do not feel we can be competitive.

____ 4. We do not provide the services on which Bids are requested.

____ 5. Other:

____ We wish to remain on the Bidders' list for these services.

____ We wish to be removed from the Bidders' list for these services.

FIRM NAME

SIGNATURE

**SECTION 1
BID SCHEDULE**

IFB Advertised and Issued June 18, 2025

Pre-Bid Conference..... June 26, 2025
1:00 p.m.
KCATA's Breen Small Conference Room
1200 E. 18th Street
Kansas City, MO 64108

[Join the meeting now](#)

Meeting ID: 219 418 370 953 0

Passcode: 7Hm735GT

Questions, Comments and Requests for Clarifications Due to KCATA July 2, 2025
2:00 p.m.

KCATA's Response to Questions, Comments and Requests for Clarification..... July 10, 2025

IFB Closing..... July 17, 2025
2:00 p.m.

Public Bid Opening..... July 17, 2025
2:00 p.m.

Contract Award/Notice to ProceedJuly/Aug 2025

SECTION 2
TECHNICAL SPECIFICATIONS/SCOPE OF WORK
LIGHTING AND ELECTRICAL SERVICES

A. DESCRIPTION AND OVERVIEW OF SERVICES

1. The following Kansas City Area Transportation Authority (KCATA) electrical facilities shall be maintained under this scope of services:

- a. **Troost Avenue MAX-** Forty-Nine (49) unique MAX station stops along a route from 11th & Wyandotte to Drury & Bannister Road. Six (6) are combined with Main Street MAX stations.
 - **Forty-one (41)** of the new Troost Avenue MAX stations have electrical service.
- b. **Prospect Ave. MAX –** Fifty-five (55) unique MAX stops along a route from 11th & Wyandotte to 75th & Prospect. Seven (7) are combined with Troost MAX stations.
 - **Forty-eight (48)** of the new Prospect MAX stations have electrical service.

2. This contract shall provide the following services:

- a. **Troost Avenue MAX- Full service** for the station electrical and lighting elements including inspections, preventive maintenance, special repairs, emergency electrical service, and utility locates. Artwork lighting and operation at 31st street, 39th street and 75th street will also be included in this contract.
- b. **Prospect Avenue MAX- Full service** for the station electrical and lighting elements including inspections, preventive maintenance, special repairs, emergency electrical service, and utility locates. Conductive Concrete electrical systems will also be included in this contract.
- c. Maintenance of the real time arrival signs (RTAS) shall be handled directly by the KCATA and is not part of this contract. Contractor shall, however, notify KCATA when a RTAS appears to not be operating properly.
- d. **Three Trails Transit Center 9449 Blue Ridge Blvd. - Full service** for the station electrical and lighting elements including inspections, preventive maintenance, special repairs, emergency electrical service, and utility locates.

3. Service shall be provided on a 24-hour 7-days-a-week basis for all electrical lines, components and lighting and within the MAX shelters, markers, kiosks, signs.

This work shall be done on-site at each of the station stops, Park & Rides and Transit Centers (see MAX route maps - Attachment. The scope of services generally covers any repair, preventive maintenance or administrative work required to keep the MAX electrical systems fully operational. The following is a general summary of required tasks and responsibilities:

- a. Conduct periodic inspections to verify electrical systems are operating properly.
- b. Repair & maintain KCATA owned electrical components and lighting.
- c. Repair and maintain KCA TA owned underground cables and conduits providing electrical power.
- d. Respond to emergency situations at stations ready to make immediate repairs and make the site safe.
- e. Document and respond to Missouri utility locate requests.

- f. Provide all labor, supervision, equipment, materials, computer, and communication equipment necessary to complete the described services.
- g. Work shall include providing all necessary protection to safeguard KCATA customers and the general public while making repairs or providing other related work.
- h. Repair work may require coordination with KCATA's transportation and plant management departments, the Kansas City Missouri Public Works Department, Kansas City, Kansas City Parks & Recreation Department (for electric lines and components within boulevards and on Park property), utility providers, and others.

4. Standard MAX Stations include the following:

- a. An 18-foot-tall MAX marker containing information panels, station name panel, real time information sign and an electrical service distribution panel with circuit breakers. The marker is lit with several LED lighting circuits and includes low voltage transformers.
- b. A MAX shelters are lit with low voltage LED's. Troost MAX and Prospect MAX have in-shelter mounted transformers. Multiple shelters exist at a few locations.
- c. A MAX station pad with underground electrical conduits that run from a nearby electrical power source to the MAX marker and from the marker electrical panel to the Max shelter.

5. MAX kiosk locations are as follows:

In addition to the above standard MAX marker and shelter, two (2) Main Street MAX stops, one (1) Troost Street Max stops, and Sixteen (16) State Avenue Connex stops are currently served only with an information KIOSK. Information kiosks contain LED lights, transformers and real time information signs. These kiosks are located at:

- a. 75th & Troost

6. MAX Park & Ride facilities are as follows:

KCATA currently has four (4) Park N Ride facilities, three (3) on the Main Street MAX line and one (1) on the Troost Street Max line. They have park and ride signs that are internally illuminated and connected by underground conduit to the main circuit panel in the MAX marker as well as parking lot lighting. A matrix showing the components at each MAX station will be provided after award as well as utility providers at that station.

- a. Troost MAX Park & Ride facilities
 - 31st & Troost

7. Standard PMAX stations include the following:

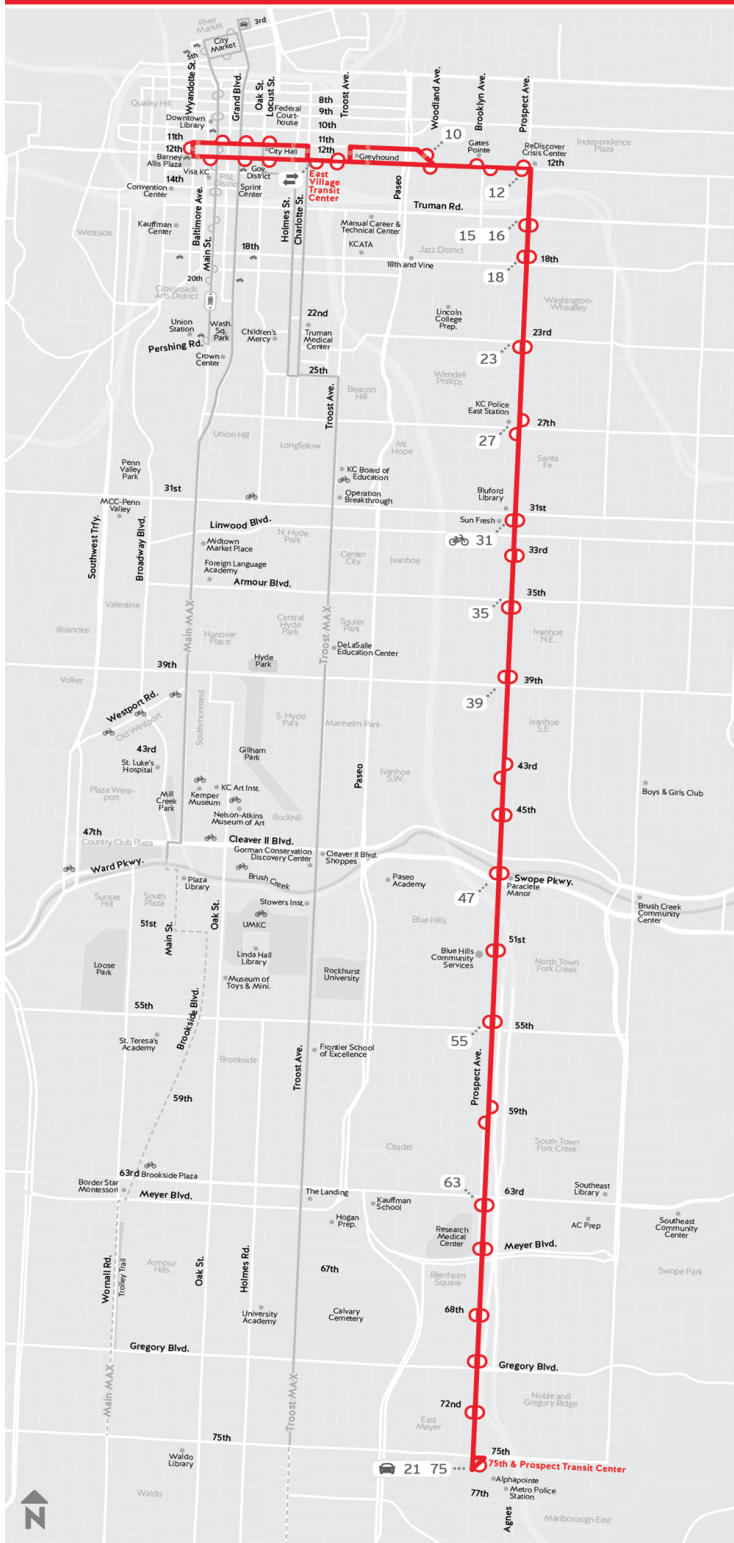
- a. An 18-foot tall PMAX marker containing information panels, station name panel, real time information sign and an electrical service distribution panel with circuit breakers. The marker is lit with several LED lighting circuits and includes low voltage transformers.
- b. A PMAX shelter lit with low voltage LED's and transformers mounted within the shelter structure. Multiple shelters exist at a few locations.
- c. A station pad with underground electrical conduits that run from a nearby electrical power source to the PMAX marker and from the marker electrical panel to the Max shelter.

PMAX Kiosk locations are as follows:

Station Name/Address	Station Location	Direction	Conductive Concrete (# of elec. Cabinets)
Petticoat	Petticoat & Main St.	WB	CC (1)
12 th & Grand	12 th & Grand	NB/EB	CC (4)
East Village	12 TH & Charlotte	WB	CC (1)
12th/Prospect	On 12th at Prospect	WB	
12th/Prospect	On 12th at Prospect	EB	CC (1)
Truman/Prospect	On Prospect S of Truman	NB	
Truman/Prospect	On Prospect S of Truman	SB	
18th/Prospect	18th/Prospect	NB	
18th/Prospect	18th/Prospect	SB	
23rd/Prospect	23rd/Prospect	NB	
23rd/Prospect	23rd/Prospect	SB	
27th/Prospect	27th/Prospect	NB	
27th/Prospect	27th/Prospect	SB	CC (1)
31st/Prospect	31st/Prospect	NB	CC (2)
31st/Prospect	31st/Prospect	SB	CC (2)
33rd/ Prospect	33rd/ Prospect	NB	
33rd/ Prospect	33rd/ Prospect	SB	
35th/Prospect	35th/Prospect	NB	CC (1)
35th/Prospect	35th/Prospect	SB	CC (1)
39th/Prospect	39th/Prospect	NB	CC (2)
39th/Prospect	39th/Prospect	SB	CC (2)
43rd/Prospect	43rd/Prospect	NB	
43rd/Prospect	43rd/Prospect	SB	
45th/Prospect	45th/Prospect	NB	
45th/Prospect	45th/Prospect	SB	
47th/Prospect	47th/Prospect (Swope)	NB	CC (1)
Station Name/Address	Station Location	Direction	
47th/Prospect	47th/Prospect (Swope)	SB	CC (1)
51st/Prospect	51st/Prospect	NB	
51st/Prospect	51st/Prospect	SB	
55th/Prospect	55th/Prospect	NB	
55th/Prospect	55th/Prospect	SB	
59th/Prospect	59th/Prospect	NB	
59th/Prospect	59th/Prospect	SB	
63rd/Prospect	63rd/Prospect	NB	
63rd/Prospect	63rd/Prospect	SB	

Myer/Prospect	Myer/Prospect	NB	
Myer/Prospect	Myer/Prospect	SB	
68th/Prospect	68th/Prospect	NB	
68th/Prospect	68th/Prospect	SB	
Gregory/Prospect	Gregory/Prospect	NB	
Gregory/Prospect	Gregory/Prospect	SB	
72nd/Prospect	72nd/Prospect	NB	
72nd/Prospect	72nd/Prospect	SB	
75th/Prospect Transit Center	75th/Prospect	SE Corner	CC (3)

RideKC MAX ▶ Prospect MAX



LEGEND

- Prospect MAX**
(route and bus stop locations shown)
Se muestran las ubicaciones de ruta y parada de autobuses
- 71 Prospect**
(local bus stop locations not shown)
No se muestran las ubicaciones de las paradas de autobuses
- Major Transfer Hub**
Ubicación de transferencia
- Transfer Options**
Opciones de transbordo
- FREE Park & Ride**
Aparcamiento gratis para viajeros de autobuses
- Bike Share Station**
Estación de bicicletas compartidas
- Streetcar Route**
Ruta del tranvía

8. Electrical Power Sources

Electric service to the main MAX station electric panel in the station marker is provided from different sources. Most power connections are from City of Kansas City, Missouri's traffic signal controllers, but some connections are from KCP&L or BPU circuits, and some from private sources (e.g., Crown Center, University Health (Truman Medical Center)) via agreements with the KCATA. The power lines to KCATA's stations are located in below-grade conduits which in some cases cross under city streets, boulevards or other public right-of-way to the main circuit panel in the MAX station markers. These secondary power lines are KCATA's responsibility. Connections from the main marker circuit panel to other markers, shelters, or park and ride signs are also below grade.

B. SCOPE OF SERVICES

1. Definitions: wherever used in this document, the following terms have the meanings indicated which are applicable to both the singular and plural thereof:
 - a. MMIS SYSTEM – A computerized record system and database used by the KCATA to record, track and store all inventory, condition assessments, and maintenance and cost information.
 - b. DAY - Day means a calendar day unless otherwise specifically noted.
 - c. EMERGENCY "MAKE SAFE" ACTION - Services performed by the Contractor's first repair person responding to MAX BRT Stations in order to eliminate immediate hazard of energized electrical circuits, failed or damaged components, and to protect the public from injury or unnecessary inconvenience until such time as permanent repair and restoration of normal BRT operations can be completed.
 - d. INCIDENT RESPONSE TIME - The amount of time elapsing between the Contractor receiving a Service Request notification and the time a repairperson physically arrives at the site.
 - e. INEXCUSABLE DELAY - A delay caused by failure to perform or to provide the services or information required by the terms of the contract.
 - f. PERMANENT REPAIR TIME - The amount of time elapsing between the Contractor receiving a Service Request notification and the time any temporary service restoration work is removed and permanent repairs completed returning the malfunctioning or damaged lighting to its normal operating condition.
 - g. Work performed by the Contractor to satisfy requirements and specific tasks described herein as Preventive Maintenance Services.
 - h. SERVICE REPORT - Information provided to the KCATA by the Contractor reporting that all repairs are complete and normal service is restored for a certain Service Request. Service Reports contain the location and identification number of the MAX station and components serviced, the repair tasks performed, date and time of completion and listing of costs and materials used to restore service.
 - i. SERVICE REQUEST - Work Order issued by KCATA Staff to the Contractor (via e-mail, telephone, or other means) for purposes of reporting any electrical or lighting problem or deficiency with KCA TA Max Stations and initiating contractor repair and/or maintenance services described by this document.
 - j. SERVICE RESTORATION TIME - The amount of time elapsing between the Contractor receiving a Service Request notification and the time the work order is completed.
 - k. SPECIAL REPAIR - Work performed by the Contractor based upon direct request of the KCATA (work order issued to the contractor) outside the scope of Maintenance services and billable on a basis of time and materials.

I. BRT - MAX electrical services are defined in six categories:

- Preventive maintenance inspections
- Preventive maintenance
- Special maintenance and repair.
- Emergency response services.
- One-Call locates.
- Warranty Oversight

2. General Requirements

a. Preventative Maintenance Services

- i. Semi-annual preventative maintenance inspections (licensed electrician); one in April, another in October.
- ii. Conduct detailed preventive maintenance including:
 - Electrical circuits, panels and related items from the point at which power connections are made to KCPL, City of Kansas City traffic signal controllers, or other electrical sources to the KCA TA circuit panel.
 - Lights, transformers, controls, wiring and other electrical devices (except for real time signs) internal or connected to MAX markers and shelters.
 - Other related items that may be identified at specific BRT-MAX stations by the KCATA.
 - A visual review of lights and powered components at each MAX station and a simple ON- OFF check of all circuit breakers and connections.
 - Conduct monthly night-time verification of lighting systems at each location.

b. Actions

Preventive maintenance inspector shall take the following action if deficiencies are found:

- i. If unsafe conditions exist, take immediate action to remedy problem and/or call for qualified assistance.
- ii. If power problems are encountered, they shall be immediately corrected if possible. If it is not possible to restore power immediately, the problem shall be documented, and a work order prepared for a repair crew to be dispatched within 24 hours.

c. Reporting

- i. A written inspection summary report of all locations shall be prepared and submitted within one (1) week outlining the status of each location and action taken (if any). Reports shall be submitted electronically via email.
- ii. If an emergency or unsafe condition is discovered during inspections, the KCATA shall be notified immediately as follows:

- On-business hours during the week or weekends: Call the KCATA Dispatch center (816-346-0243)
- Regular business hours: Call the KCATA Plant Management Dept. (816-346-0319)
- Any location discovered to have significant electrical problem(s), such as no marker power or real time sign without power; shall be reported to the ATA as soon as possible on the next business day via phone and email. Minor problems such as bad LED light strips do not require immediate notice.
- If it is determined that a third party has caused a power outage, contractor shall determine the nature of the problem and report it to the KCATA as soon as possible on the next business day via phone and email. Contractor shall then coordinate with the third party as necessary to restore power.

d. Special Maintenance and Repair Responsibility

- i. The contractor's repair responsibility is primarily limited to electrical systems and circuits, lights, conduits, and electrical equipment at MAX and other identified stations as directed by KCATA via by a service request work order. Other areas of responsibility include:
 - **Upon request by KCATA, maintain, troubleshoot, and repair electrical, hydraulic and controls operation and maintenance responsibility of the kinetic artwork located at 31st & Troost.**
 - Upon request by KCATA, maintain operational communications links to BRT routes, Prospect MAX stations, and transit centers. Communications responsibilities include but are not limited to:
 - E. Maintaining, troubleshooting, and repairing on-street fiber communications networking.
 - F. Maintaining, troubleshooting, and repairing internal kiosk ethernet and cellular communications networking.
- ii. Upon request by KCATA, additional electrical sites, communications systems and locations may be added to this contract. Added systems and sites will be
- iii. The KCATA (not the contractor) will be responsible for physical and structural repairs to the BRT-MAX markers, shelters, kiosks, etc.
- iv. Component repairs as noted above include but may not be limited to LED lighting and transformer replacement, photocell repair or replacement and breaker replacement.
- v. The Contractor will be required to coordinate electrical repairs with ATA staff, responsible for physical repairs, to avoid conflicts and ensure the public is protected from any and all possible hazards.

e. Special Installations and Upgrades

- i. KCATA may request special installations and/or upgrades to existing systems. In the case where special installations are requested, the contractor shall, as directed by KCATA via a contract change order, complete the work as directed. If the work is to be paid from federal funding, contractor shall pay prevailing wages and follow federal procurement requirements that will be negotiated and incorporated into the contract by change order prior to executing the requested work.

f. Service and Performance Reporting

All repair and maintenance actions, time of completion and costs incurred will be reported. The KCATA may require these reports to be submitted by hard copy in a format provided for that purpose by the KCATA. The Contractor shall keep records on the status of repair and maintenance activities and keep repair status and inventory records current, and to satisfy the performance and payment requirements.

g. Emergency Response

- i. Upon notification of an emergency at a MAX station, the contractor shall immediately dispatch a repair vehicle to the site.
- ii. Upon arrival, the contractor shall assess the situation and begin making electrical repairs or otherwise make the site safe.
- iii. Contractor shall coordinate its effort with the local police or fire departments and the KCATA if they are on site.
- iv. If a marker or shelter has been knocked from its foundation into the street or where it is endangering the public, contractor shall dispatch a crane to remove the marker or shelter. The marker or shelter shall be delivered to the KCATA's central facility.

h. Missouri Utility Locates

The Missouri Underground Facility Safety and Damage Prevention statute (RSMO Chapter 319) provides for a notification center to be used by participating utilities to receive locate requests. The KCATA is a member utility under the Missouri statute and is required to respond to utility locate requests.

- Document and respond to all locate requests as required by law and regulation.
- Assist the KCATA, if necessary, in providing utility mapping updates
- Provide monthly report to KCATA Plant Management Department.

i. Response Time Requirements for Electrical and Lighting Maintenance Service

The following table describes the maximum incident response and repair time the Contractor is allowed to perform corrective actions on specific problems.

Incident Response Time: The amount of time from initial notification of a problem until a repairperson physically arrives at the site.

Special Repair Time: The amount of time from initial notification until repairs to damaged electrical or lighting elements are completed.

Extended Special Repair Time (electrical): The amount of time from initial notification until repairs to damaged electrical are completed. This assumes the contractor was unable to repair the problem immediately and special circumstances force a delay in repairs. Extension of repair time may be approved under special circumstances such as delayed parts delivery, delays due to third party contractors or excavation one-call requirements, etc.

Extended Special Repair Time (lighting): The amount of time from initial notification of lighting not working until repairs are completed. This assumes the contractor was unable to repair the lighting immediately and special circumstances force a delay in repairs. Extension of repair time may be approved under special circumstances such as delayed parts delivery, delays due to third party contractors, etc.

See attachment for Service Response Process Chart:

Service Activity	Service Availability Period	Incident Response Time	Special Repair Time	Extended Repair Time
Emergency Response – Investigate and Make Safe	24 hrs, 7 days a week	1 hour	Immediately	N/A
Response to Service Request	24 hrs. 7 days a week	4 hours	Immediately, if possible	N/A
Special Repair or Construction (Electrical)	8 hours, (8:00 AM – 4:30 PM) weekdays	N/A	24 hours	72 hours
Special Repair (Lighting)	8 hours, (8:00 AM – 4:30 PM) weekdays	N/A	24 hours	Five business days
One-Call Locates	As required by law	As required by law	N/A	N/A

C. **PROJECT CONDITIONS**

1. **Special Materials:** the KCATA will compensate Contractor for cost of replacement components. All materials are required to match or be compatible with existing installations and used in the performance of services that are not covered under warranty. The KCATA has some replacement parts in inventory. Contractor shall check with the KCATA for inventory availability prior to procuring new parts.
2. **Contractor Furnished Materials:** Contractor is required to procure and furnish materials including but not limited to: KCATA approved LED lights and transformers, control cabinets, pull boxes, conduit, cable, fuses, breakers, connectors, and any other incidental hardware or material necessary to repair and maintain the stop and the connecting electrical lines and lights. Cost of Contractor furnished materials shall be reimbursed at cost.
3. **Ownership and Warranty of Materials:** All materials furnished by the Contractor becomes the property of the KCATA at the time of installation and activation as determined by Contractor's submittal of a Trouble Report or Service Report identifying the materials utilized for a permanent repair or maintenance task. Material used to safeguard the stop, protect property, protect the public, temporarily restore service, and later removed when permanent repairs are completed remains the property of the Contractor. All equipment supplied and installed under this contract must carry the OEM warranty or a minimum 90-day warranty, whichever is longer, beginning on the date of acceptance. During this period, the Contractor shall provide all necessary corrections, repairs, or adjustments to the furnished equipment at no charge to the KCATA. The KCATA authorizes the Contractor's right to claim and collect any warranty offered by the manufacturer for premature failure of Contractor furnished material.
4. **Stainless Steel and Painted Aluminum Protection:** Markers and some shelters are made primarily of stainless steel and painted aluminum and special care must be taken by the contractor in dealing with the finishes to protect it and avoid contamination or damage during inspections and repairs.
5. **Station, Shelter, Marker, Kiosk and Electric Line Specifications:** The KCATA will make available its plans and specifications and material requirements and preferences for the Contractor's use. In the event the Contractor wishes to supply alternate materials they shall submit specifications and manufacturers certifications of the proposed material for KCATA review and approval. Care must be taken to ensure any substitutions do not void

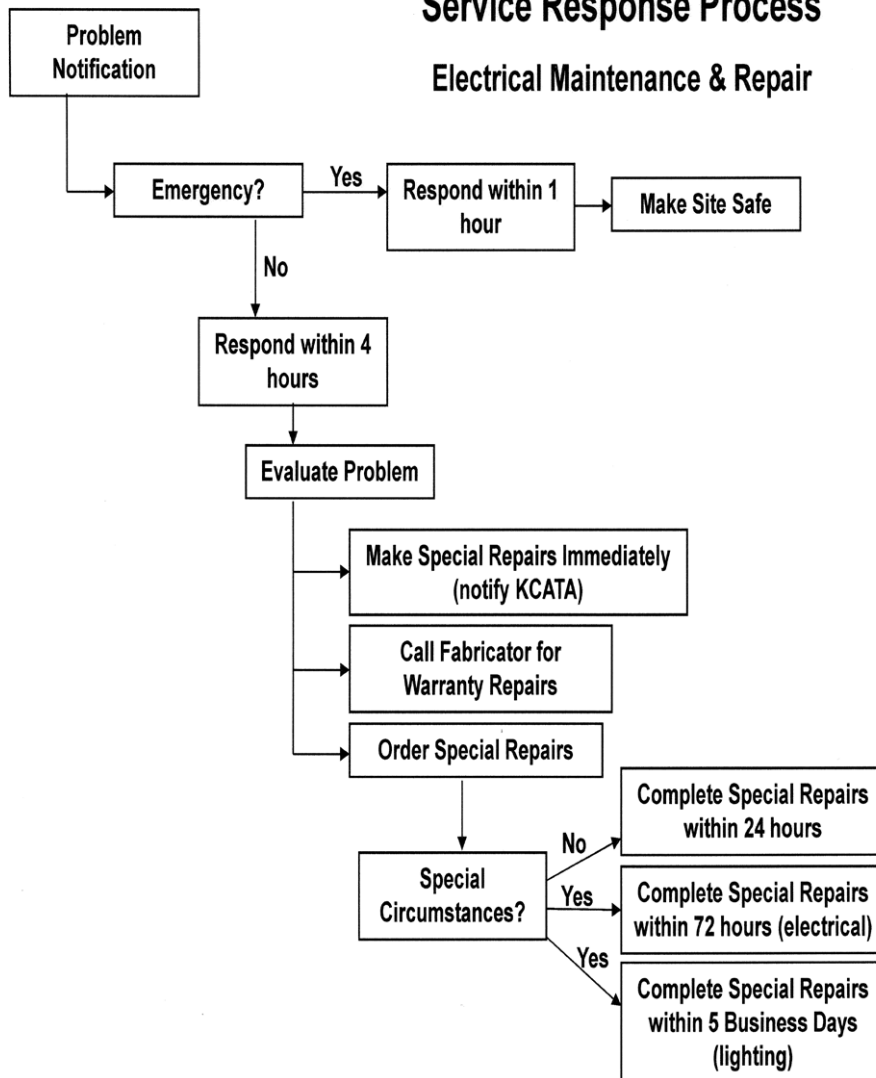
warranties in effect from original contractors. The KCATA will evaluate the documentation and respond in a timely manner so as not to delay purchase of Contractors furnished material.

6. Integrity of Design; Equipment and Installation Standards: No change in design criteria, equipment standard, equipment substitution, or revision to an installation method of any kind shall be made without prior approval by the KCATA. Any equipment or installation procedure deemed unsatisfactory by the KCA TA based on incompatibility, low quality, or failure to comply with approved specifications shall not be used in repairs. In the event such unapproved or unsatisfactory equipment or installation is discovered in the field by a KCATA representative, the Contractor shall remove and replace it within 5 days of receiving written notification from the KCATA.
7. Qualified Work Force: The nature of the repairs required involves working with energized electrical systems and connections to City and Utility service lines as well as excavation in public right-of-way containing other city and utility systems. The Contractor shall employ sufficient numbers of trained and qualified personnel, electrical repair work is to be done by licensed electricians who can safely direct and perform the prescribed repairs and operate the types of equipment required by this work. **Contractor is required to submit a listing of "key personnel" with relevant experience and licensing shown.** All work in electrical hazard areas must be performed in accordance with ANSI Standards and the National Electrical Safety Code which by reference is hereby made part of this contract. All personnel shall be provided with appropriate safety gear and care must be taken by contractor personnel to avoid disruption to other systems including the City's traffic signal system. Contractor must also ensure the sites are properly protected during repairs and the public is safeguarded from all hazards.
8. Supervision: The Contractor shall identify a competent Project Manager to coordinate and supervise all aspects of the work performed by the Contractor's personnel or sub-contractors and to interface with all KCATA representatives for the term of the contract. In addition, an adequate number of field supervisors shall be provided to direct and monitor the field crews performing repair activities. A Project Manager responsible for all contract administration and performance shall be available during normal weekday business hours. Either a project manager or a shift supervisor responsible for all field operations shall be available at all times the Contractor's work crews are in the field.
9. Voice Communications: Two-way voice communications (by radio or wireless phone) shall be maintained at all times between the contractor and all contractor service vehicles and personnel. Each Service vehicle shall have a fully operational communications unit during the entire work shift.
10. Maintenance and Protection of Traffic, Sidewalks and Driveways: All maintenance operations conducted on or near a Public Street or Sidewalk shall be identified and protected by appropriate traffic control and safety warning devices suitable for urban work zones. Signs, barriers, or other protective devices used shall conform to the latest edition of the FHWA Manual of Uniform Traffic Control Devices and companion publication "Short Term Work Zone Traffic Control Guide" and City of Kansas City requirements.
11. Pedestrian and Vehicular Traffic: The Contractor shall perform the repair or maintenance work with minimum disruption to vehicular traffic, private drives and access ways and public sidewalks or pedestrian ways. The closure or detouring of traffic and sidewalks should only be temporary. Contractor shall provide and utilize standard traffic warning and protective devices at each work site and in conformance with the current edition of the Manual of Uniform Traffic Control Devices. When temporary elimination of on-street parking is necessary to perform repairs, the Contractor may, subject to approval of the Streets and Traffic Division of Public Works Department, post "Emergency No Parking" signs. Advance notice of the need for parking restriction must be given the City minimum of 24-hours before signs are posted so that appropriate legal regulations and notices can be issued. Emergency No Parking signs shall be posted a minimum of 18 hours before Contractor plans to begin repair work.

12. Bus Stop Closure: Temporary bus stops, if required, will be erected by the KCATA after notification from the contractor that the stop will need to be closed. No separate payment will be made for Traffic Control and cost shall be included in unit prices for other bid items.
13. Utility Locates: In accordance with state laws, before performing any excavation required for KCATA the Contractor shall give minimum of 48 hours advance notice to all owners of underground utility facilities for purpose of having the facilities located and marked.
14. Property Damage Repairs: The contractor shall be responsible for work-related accidents and damages to public or private property caused by its employees, agents or subcontractors performing repair or maintenance activities under this contract. In the event of damage, the Contractor shall repair, to the satisfaction of the KCATA and, as appropriate, the City, any damage to public or private property, including but not limited to pavement, curbs, sidewalks, utilities, private utility connections, driveways, irrigation systems, and landscaping on public or private property, resulting from work associated with this contract. An amount equal to claim for damage sustained to public or private property may be withheld from payment to Contractor until the KCATA determines that the claim has been satisfactorily resolved.
15. Inspection Criteria: The KCATA representatives will inspect repair and maintenance work in progress, including but not limited to excavation or pavement restoration tasks, and perform a final inspection on all repairs identified as "complete" by the Contractor. Any KCATA representative shall have the right, not the duty, to halt the Contractor's work in progress if that work is creating any type of public safety hazard or is causing damage to public or private property. Work at the site shall not resume until corrective action is taken to eliminate the public safety hazard or damages. Time lost as result of halting unsafe work practices shall be considered an inexcusable delay for purposes of evaluating compliance with Permanent Repair Time requirements as defined in this document.
16. Incident Response Performance: Liquidated damages in the amount of Two Hundred Thirty Dollars (\$230.00) per hour will be assessed for failing to meet the Incident Response time(s) prescribed for the type of repair initially transmitted to the Contractor by the KCATA. In the event a particular Service Request includes notification of multiple items for repair, each with differing Incident Response requirements, the Contractor shall be liable only for meeting the response criteria for the most serious item. The fact that the Contractor's actual investigation at the Service Request site discloses less serious or more serious items for repair does not alter the Incident Response requirement imposed by the KCATA original notification.
17. Method of Payment: Contractor shall bill the KCATA on a monthly basis for covered services. Pricing and invoicing shall be under the following cost items. All costs associated with each service and task shall be included within the agreed upon pricing.
 - a. Biannual Preventative Maintenance fee- unit price per station
 - b. Special Repair- billed on an agreed upon cost basis for labor, equipment, material, overhead and fee based upon agreed-to schedule of rates.
 - c. One-Call Locate Requests - unit price per locate request
 - d. Emergency/Special Repair- billed on an agreed upon cost basis for labor, equipment, material, overhead and fee based upon agreed-to schedule of rates.
 - e. Special Installations and Upgrades - billed on an agreed upon cost basis for labor, equipment, material, overhead and fee based upon agreed-to schedule of rates.

Service Response Process

Electrical Maintenance & Repair



Troost BRT Station Locations

Total Stations: 50	Stations w/electrical service: 47
Exist. BRT stations used: 5	Elec. Service Troost only stations: 41
New BRT station locations: 45	Elec. Service Troost/Main combined stations: 6

Note: Blue Highlighted Stations Main St. & Troost MAX Combined Stations

TS = Electrical power from traffic signal controller

TMC = Electrical power from Truman Medical Center KCPL

KCPL = Electrical power from Kansas City Power & Light

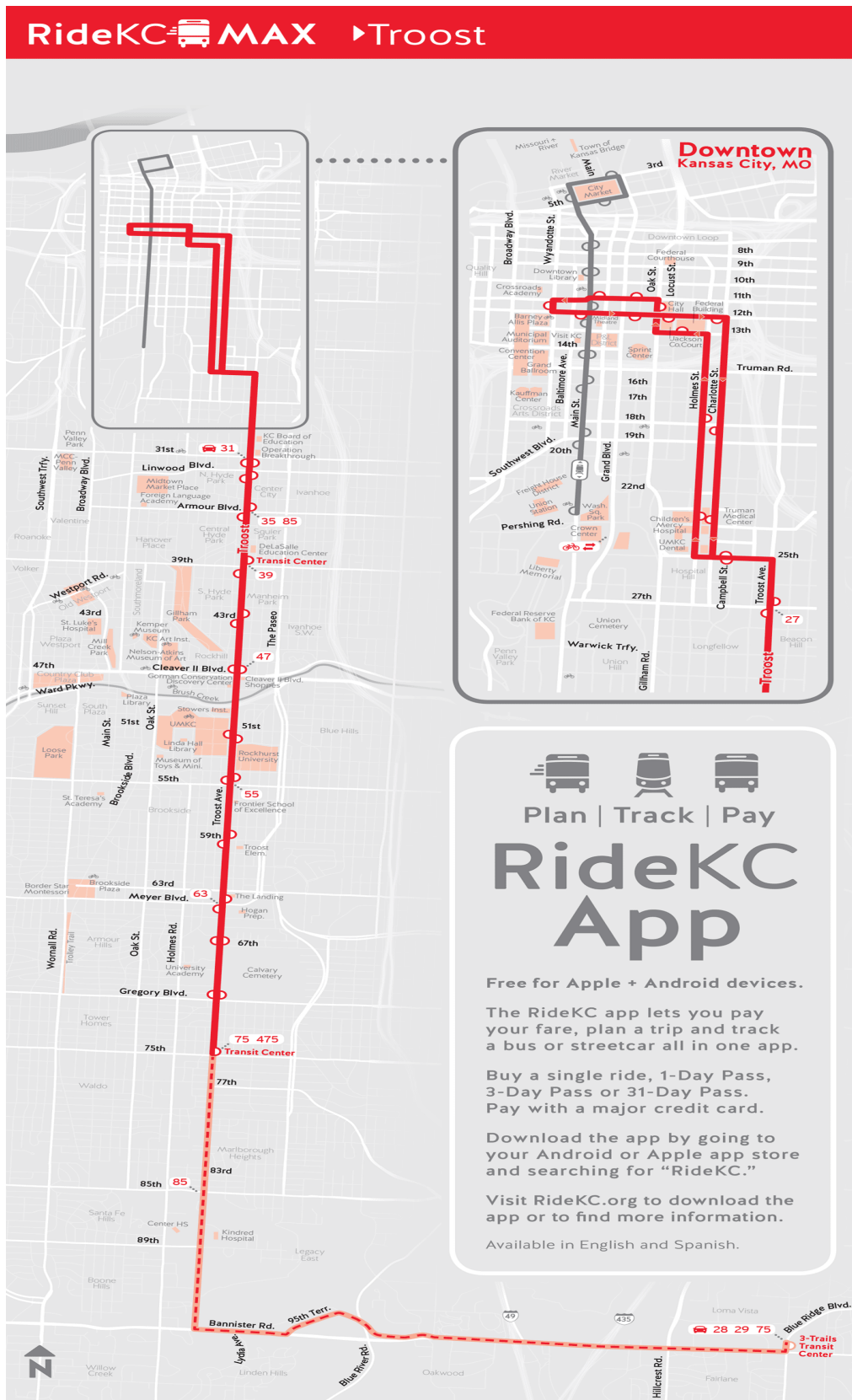
Rockhurst = Electrical power from Rockhurst University (future 2011)

No Elec. = No electrical power to this station

Station Name/ Address	Station Location	Northbound/ Southbound & Station Count
Wyandotte & 11th	11th & Wyandotte SW corner next to Marriot Hotel	Terminus 1-TS
Government District 415 E 12th St.	12th & Locust SW corner- existing bus stop	SB 4 - TS
12th & Charlotte 415 E 12th St	12th & Charlotte SW corner- existing bus stop	SB 5 - TS
City Hall 414 E 12th St	Oak & 12th St. (existing) NE corner- existing bus station	NB 22 - TS
Government District 601 E 12th St	13th & Locust NE corner	NB 21 - TS
Crossroads East 723 E 18th St	Charlotte & 18th NE corner	SB 6 - TS
Hospital Hill 2301 Holmes	Charlotte & 23rd Truman Medical Center entrance	SB 7 - TMC
Hospital Hill 2301 Holmes	Holmes & 23rd Truman Medical Center entrance	NB 19 - TS
Longfellow 825 E 25th St	25th & Campbell SW corner	SB 8 - KCPL
Longfellow 814 E 25th St	25th & Campbell NW corner	NB 18 - KCPL
Beacon Hill 2639 Troost Ave	Troost & 27th SW corner	SB 9 - TS
Beacon Hill 2702 Troost Ave	Troost & 27th NE corner	NB 17 - TS
Midtown/ 31st St 2100 Troost Ave	Troost & 31st SW corner	SB 10 - KCPL
Midtown/ 31st 3101 Troost Ave	Troost & 31st SE corner	NB 16 - TS

Linwood 3200 Troost	Troost & Linwood SW corner	SB 11 - TS
Linwood 3201 Troost Ave	Troost & Linwood SE corner	NB 15 - TS
Squier Park/ 35th St 3500 Troost Ave	Troost & Armour SW corner	SB 12 - TS
Squier Park/ 35th St 1108 E armour Blvd	Troost & Armour NE corner	NB 14 - TS
39th St 3909 Harrison St	Troost & 39th St SW corner	SB 13 - TS
39th St/ Metro Center 3841 Troost Ave	Troost & 39th St NE corner	NB 13 - TS
Manheim Park 4300 Troost Ave	Troost & 43rd SW corner	SB 14 - TS
Manheim Park 4235 Troost Ave	Troost & 43rd NE corner	NB 12 - TS
Emanuel Cleaver II Blvd 4630 Troost Ave	Troost & Emanuel Cleaver II Blvd NW corner	SB 15 - TS
Emanuel Cleaver II Blvd 1102 E Emanuel Cleaver II Blvd	Troost & Emanuel Cleaver II Blvd NE corner	NB 11 - TS
Universities 5100 Troost Ave	Troost & 51st SW corner	SB 16 - KCPL
Universities 1100 Rockhurst Rd	Troost & 52nd NE corner	NB 10 - Rockhurst
55th St 5440 Troost Ave	Troost & 55th NW corner	SB 17 - TS
55th St 5431 Troost Ave	Troost & 55th NE corner- adj to parking lot	NB 9 - TS
59th St 5900 Troost Ave	Troost & 59th SW corner	SB 18 - TS
59th St 5825 Troost Ave	Troost & 59th NE corner	NB 8 - TS
The Landing/ 63rd St 6300 Troost Ave	Troost & 63rd SW corner	SB 19 - TS
The Landing/ 63rd St 1100 E 63rd St	Troost & 63rd NW corner	NB 7 - TS
Southtown/ 67th St 6650 Troost Ave	Troost & 67th NW corner	SB 10 - TS
Southtown/ 67th St 6655 Troost Ave	Troost & 67th NE corner	NB 6 - TS
Gregory 7044 Troost Ave	Troost & Gregory NW corner	SB 21 - TS
Gregory 6901 Troost Ave	Troost & Gregory NE corner	NB 5 - TS
75th St 7500 Troost Ave	Troost & 75th SW corner	SB 22 - TS
75th St/ Metro Station 7443 Troost Ave	Troost & 75th St NE corner	NB 4 - TS
Marlborough 8140 Troost Ave	Troost & 82nd NW corner	SB 23 - No electric
Marlborough 8215 Troost Ave	Troost & 82nd SE corner	NB 3 - TS
Boone Hills/ 89th St 8701 Troost Ave	Troost & 89th NW corner	SB 24 - No electric
Boone Hills/ 89th St 8901 Troost Ave	Troost & 89th SE corner	NB 2 - TS
95th & Troost 9424 Troost Ave	Troost & Bannister Rd Adjacent to Hendrick Motors	SB 25 - No electric
95th & Troost 1900 E Bannister Rd	Troost & Bannister Rd Adjacent to GSA parking lot	NB 1 - KCPL
Three Trails Crossing 1900 E Bannister Rd	Blue Ridge Blvd & Bannister Rd NE corner of Blue Ridge/Bannister	Terminus 26 - KCPL

Troost MAX Route and Station Locations



Prospect MAX Route and Station Locations

Prospect BRT Station Locations

Total stations: 48	TS service: 10
Exist. BRT stations used: 2	KCPL service: 23
New BRT station locations: 48 Total Stations with Electrical Service: 41	KCMO Service: 1
Combined Troost/ Prospect MAX: 7	TS = Electrical power from traffic signal controller KCPL = Electrical power from Kansas City Power & Light KCMO = City of Kansas City, MO

<u>Station name/address</u>	<u>Station location</u>	<u>EB / SB</u>	<u>Power Source</u>
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13th at Wyandotte	Terminus 1 (Layover)	EB1	<u>KCMO</u>
	NE corner of 13 th and Wyandotte		

Barney Allis Plaza	12th at Wyandotte	EB2	<u>KCPL</u>
202 W. 12 th ST.	Southwest corner of 12 th and Wyandotte		

Metro Center	12th at Main	EB3	<u>KCPL</u>
3W 12 th ST	SW corner of 12 th & Main		

Arena	12th at Grand	EB 4	<u>KCPL</u>
201 E 12 th ST	Southeast corner of 12 th and Grand		

East Village	12th at Charlotte	EB 5	<u>KCPL</u>
1221 Charlotte St	Southeast corner		

Paseo West	12th at Troost	EB 6	<u>TS</u>
	Southwest corner		

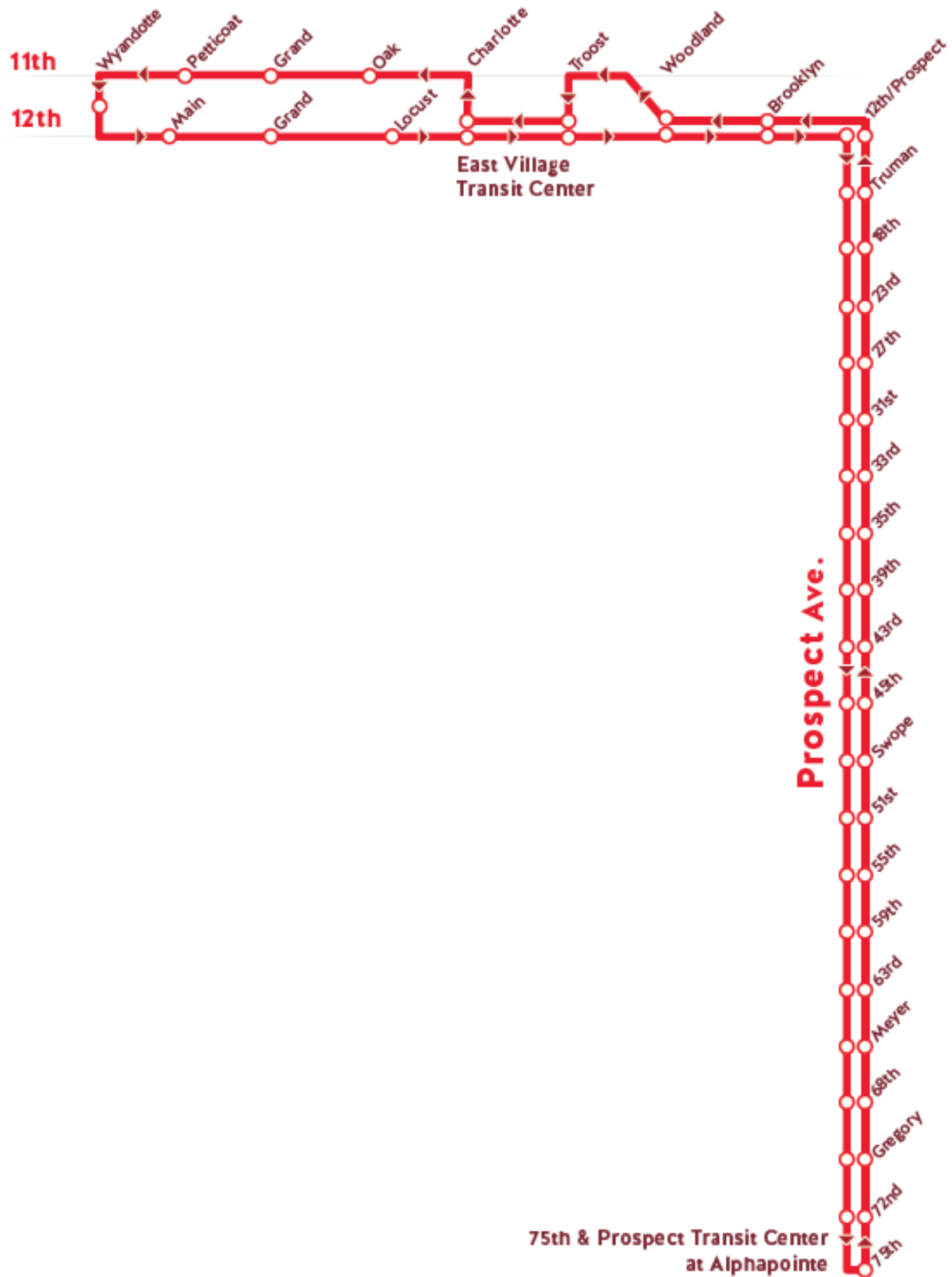
12th at Woodland	12th at Woodland	EB 7	<u>TS</u>
	Southeast corner		

Gates Plaza	12th at Brooklyn	EB 8	<u>KCPL</u>
1206 Brooklyn Ave	Southwest corner		

Prospect Plaza Park	12th at Prospect	EB 9	KCPL
2503 E 12 th Street	Southwest corner		
Truman Road	Prospect at Truman	SB 1	TS
2503 E 12 th Street	Southeast corner		
18th Street	Prospect at 18th	SB 2	KCPL
2702 E. 18 th St.	Northeast corner		
Prospect at 23rd	Prospect at 23rd	SB 3	KCPL
2303 Prospect Ave	Southeast corner		
Santa Fe	Prospect at 27th	SB 4	KCPL
2703 Prospect Ave	Southeast corner		
Linwood Shopping Center	Prospect at 31st	SB 5	KCPL
3104 Prospect Ave	Southwest corner		
Prospect at 35th	Prospect at 35th	SB 6	KCPL
3506 Prospect Ave.	Southwest corner		
Oak Park	Prospect at 39th	SB 7	KCPL
3836 Prospect Ave.	Northwest corner		
Ivanhoe	Prospect at 43rd	SB 8	TS
	Northwest corner		
Brush Creek	Prospect at Swope	SB 9	KCPL
4740 Prospect Ave	Northwest corner		
Blue Hills	Prospect at 51st	SB 10	TS
	Southwest corner		
55th Street	Prospect at 55th	SB 11	KCPL
5427 Prospect Ave	Northeast corner		
59th Street	Prospect at 59th	SB 12	TS
	Southeast corner		
Citadel	Prospect at 63rd	SB 13	KCPL
6310 Prospect Ave	Southwest corner		
Research Medical Center	Prospect at Meyer	SB 14	TS
	Northwest corner		
Gregory Blvd.	Prospect at Gregory	SB 15	KCPL
7098 Prospect Ave.	Northwest corner		

<u>Station name/address</u>	<u>Station location</u>	<u>NB / WB</u>	<u>Power Source</u>
Alphapointe 2615 E. 75 th ST.	Prospect at 75th	Layover (NB1)	KCPL
Gregory Blvd. 7098 Prospect Ave.	Prospect at Gregory Northwest corner	NB 2	KCPL
Research Medical Center	Prospect at Mayer Northwest corner	NB 3	TS
Citadel 6310 prospect Ave	Prospect at 63rd Southwest corner	NB 4	KCPL
59th Street	Prospect at 59th Southeast corner	NB 5	TS
55th Street 5427 prospect Ave	Prospect at 55th Northeast corner	NB 6	KCPL
Blue Hills	Prospect at 51st Southeast corner	NB 7	TS
Brush Creek 4740 prospect Ave	Prospect at Swope Northwest corner	NB 8	KCPL
Ivanhoe	Prospect at 43rd Northwest corner	NB 9	TS
Oak Park 3836 Prospect Ave	Prospect at 39th Northeast corner	NB 10	KCPL
Prospect at 35th 3506 Prospect Ave	Prospect at 35th Southwest corner	NB 11	KCPL
Linwood Shopping Center 3103 Prospect Ave	Prospect at 31st Southeast corner	NB 12	KCPL
Santa Fe 2703 Prospect Ave	Prospect at 27th Southeast corner	NB 13	KCPL
Prospect at 23rd 2303 Prospect Ave	Prospect at 23rd Southeast corner	NB 14	KCPL
18th Street 2702 E. 18 th St.	Prospect at 18th Northeast corner	NB 15	KCPL
Truman Road	Prospect at Truman Southeast corner	NB 16	TS

Prospect Plaza	12th at Prospect	WB 1	KCPL
2503 E 12 th ST.	Southwest corner		
Gates Plaza	12th at Brooklyn	WB 2	KCPL
1206 Brooklyn Ave	Southwest corner		
12th & Woodland	12th at Woodland	WB 3	TS
	Southeast corner		
Paseo West	12th at Troost	WB 4	TS
	Southwest corner		
East Village	12th at Charlotte	WB 5	KCPL
1221 Charlotte St.	Southeast corner		
City Hall	11th at Oak	WB 6	KCPL
430 E. 11 th ST.	Northeast corner		
Financial District	11th at Grand	WB 7	KCPL
1023 Grand Blvd	Northeast corner		
Petticoat Lane	Petticoat at Main	WB 8	KCPL
10C Petticoat Lane	Northeast corner		



SECTION 3
BID INFORMATION/INSTRUCTIONS

A. Bid Submittal.

1. The bid, along with all other accompanying documents and materials submitted by the bidder, will be deemed to constitute the entire bid. The bidder shall promptly furnish any additional information requested relative to its bid.
2. Bids may be hand delivered, sent via overnight carrier, or mailed via USPS. **Bids must be delivered to KCATA's Procurement Department no later than 2:00 p.m. Central Time on July 17, 2025.** Bids received after the time specified may not be considered for award. Bids received via facsimile (fax) or electronic mail (e-mail) will not be considered.
3. The bid documents must be submitted in a sealed envelope and clearly marked with the Bid Number and Buyer's Name and sent to:

KCATA's Procurement Department
Attention: Jen Webb, Procurement Buyer
1350 East 17th Street
Kansas City, MO 64108

4. Bidders that choose to hand deliver their bids should consider the additional time needed to navigate KCATA's security and parking. Bids are to be delivered to KCATA's Shipping/Receiving department only. Bids submitted to another location may not be considered.
5. Bidders are asked to include a complete copy of their bid submittal in .pdf format on a flash drive, which will be retained by KCATA. **The flash drive shall not be password protected.**
6. Bids received prior to the bid closing time will be kept securely sealed.

B. Reservations.

1. KCATA reserves the right to waive informalities or irregularities in bids, to accept or reject any or all bids, to cancel this IFB in part or in its entirety, and to re-advertise for bids if it is in the best interest of the Authority. KCATA shall be the sole judge of what is in its best interest with respect to this IFB.
2. KCATA reserves the right to make multiple awards if it is in the best interest of the Authority.
3. The Authority reserves the right to reject bids that alter the Bid Response Form or otherwise take exception to the bid requirements. Bidders may submit alternative bids along with a complete description of the proposed alternative; however, the decision to accept or reject such alternative is entirely at the sole discretion of the Authority.
4. This IFB does not commit KCATA to award a contract, to pay any cost incurred in preparation of a bid, or to procure a contract for services.

C. Communications.

In cases where communication is required between bidders and the KCATA, such as requests for information, instruction, clarification of specifications, etc. shall be forwarded directly to Jen Webb at jwebb@kcata.org.

D. Protests.

1. The following protest procedures will be employed for this procurement. For the purposes of these procedures, "days" shall mean business days of KCATA administrative personnel which are days other than a Saturday, Sunday or legal holidays observed by KCATA for such administrative personnel. Protests may be accepted electronically via email as long as the transmission is dated.
 - a. **Pre-Submittal.** A pre-submittal protest is received prior to the bid due date. Pre-submittal protests must be received by the Authority, in writing and addressed to KCATA's Director of Procurement, no later than five (5) days before the bid closing date.
 - b. **Post-Submittal/Pre-Award.** A post-submittal/pre-award protest is a protest against making an award and is received after receipt of bids but before award of a contract. Post-submittal protests must be received by the Authority, in writing and addressed to KCATA's Director of Procurement, no later than five (5) days after the bid closing date.
 - c. **Post-Award.** Post-Award protests must be received by the Authority, in writing and addressed to KCATA's Director of Procurement, no later than five (5) days after the date of the Notice of Intent to Award.
2. Protests shall include, at a minimum:
 - The name and address of the protesting party and its relationship to the procurement sufficient to establish that the protest is being filed by an interested party;
 - Identity of the contact person for the protester, including name, title, address, telephone, fax, and an email address. If the contact point is a third-party representing the protester, the same information must be provided, plus a statement defining the relationship between the protester and the third party;
 - Identification of the procurement and whether it is identified as Pre-Submittal, Post-Submittal/Pre-Award or Post-Award for the purpose of protest;
 - A description of the nature of the protest, referencing the portion(s) of the solicitation or contract (if awarded) involved;
 - Identification of the provision(s) of any law, regulation, or other governance upon which the protest is based;
 - A complete discussion of the basis for the protest, including all supporting facts, documents, or data;
 - A statement of the specific relief requested; and
 - A notarized affirmation by the protester (if an individual) or by an owner or officer of the protester (if not an individual) as to the truth and accuracy of the statements made in the protest submittal.

3. The Director of Procurement shall respond in writing within five (5) days from the date of the written request. If the protester is not satisfied with the response of Director of Procurement, the protester may appeal in writing to KCATA's Chief Financial Officer within five (5) days from the date of the Director of Procurement's response.
4. The Chief Financial Officer will decide if the protest and the appeal (if any) have been given fair and reasonable consideration, or if additional consideration is warranted. The Chief Financial Officer's response will be provided within ten (10) days after receipt of the request. The Chief Financial Officer's decision is final and no further action on the protest shall be taken by the KCATA.
5. By written notice to all parties, KCATA's Director of Procurement may extend the time provided for each step of the protest procedures, extend the date of notice of award, or postpone the award of a contract if deemed appropriate for protest resolution.
6. Protesters shall be aware of the Federal Transit Administration's (FTA) protest procedures with the FTA Regional Office (ref: FTA Circular 4220.1F) If federal funding is involved, FTA will review protests from a third party only when: 1) a grantee does not have a written protest procedure or fails to follow its procedure, or fails to review a complaint or protest; or 2) violations of specific federal laws or regulations have occurred.
7. An appeal to FTA must be received by FTA's regional office within five (5) working days of the date the protester learned or should have learned of KCATA's decision. Protests shall be addressed to: Regional Administrator, FTA Region 7, 901 Locust, Room 404, Kansas City, Missouri, 64106.

E. Omissions and Form of Contract.

1. Omissions. The Contractor will be responsible for providing all services, equipment, facilities, and functions which are necessary for the safe, reliable, efficient, and well-managed operation of the program, within the general parameters described in this IFB, and consistent with established industry practices, regardless of whether those services, equipment, facilities, and functions are specifically mentioned in this IFB or not. The bidder should clearly identify any omissions to the requirements set forth in the IFB.
2. Form of Contract. A **sample** copy of the standard KCATA contract is attached to this IFB as **Attachment A**. The standard contract terms and conditions outline various legal and administrative duties and responsibilities assumed by persons or organizations contracting with KCATA. It contains terms and conditions affecting the successful performance of the procurement. **Bids shall not stipulate any conditions or exceptions to the bid package or addenda**. The successful bidder will be expected to execute this contract. Contractors who take exception to the contract terms and conditions may contact the Buyer of Record prior to the due date to address concerns. However, consideration will only be given to negotiating terms and conditions not required by the Federal Transit Administration (FTA) which will be included in the final contract.

F. Authorization to Bid.

1. Sealed bids shall be signed by an official authorized to commit the company into entering into a

contract with KCATA.

2. If an individual doing business under a fictitious name makes the bid, the bid shall so state. If the bid is made by a partnership, the full names and addresses of all members of the partnership shall be given and one principal member shall sign the bid. If a corporation, Limited Liability Company, or other legal entity makes the bid, an authorized officer shall sign it in the corporate name. If the bid is made by a joint venture, the full names and addresses of all members of the joint venture shall be given and one member shall sign the bid authorized thereof.

G. Bidder's Responsibilities.

1. By submitting a bid, the bidder represents that bidder has read and understands the IFB and the bid is made in accordance with the IFB; and
2. By submitting a bid, the bidder represents that bidder possesses the capabilities, resources, and personnel necessary to provide efficient and successful service to KCATA.

H. Withdrawal of Bids.

1. Bids may be withdrawn upon written request received by the KCATA before the time fixed for closing. Withdrawal of a bid shall not prejudice the right of the bidder to submit a new bid, provided it is received in a timely manner as provided above. The bond or certified check of any bidder withdrawing its bid, in accordance with the foregoing condition, will be returned promptly.
2. No bids may be withdrawn for a period of ninety (120) days after the time set herein for the opening of bids.

I. Diverse Business Enterprise Requirements

1. It is the policy of KCATA that Disadvantaged (DBE), Small (SBE), Minority (MBE), Woman (WBE), and Small Local (SLBE) Owned Business Enterprises have an equal opportunity to participate in the competitive solicitation process and contract awards, and diverse firms are encouraged to submit proposals as prime contractors, joint ventures, or subcontractors.
2. KCATA's diversity programs are subject to the requirements of 49 CFR Part 26, and it is KCATA's policy to:
 - a. Ensure nondiscrimination in the award and administration of contracts;
 - b. Create a level playing field on which diverse firms can compete fairly for DOT-assisted contracts;
 - c. Ensure that KCATA's diversity programs are narrowly tailored in accordance with applicable law;
 - d. Ensure that only firms that fully meet 49 CFR Part 26 eligibility are permitted to participate in the programs;
 - e. Help remove barriers to the participation of diverse firms in contracts;
 - f. To promote the use of diverse firms in all types of contracts and procurement activities; and
 - g. Assist in the development of firms that can compete successfully in the marketplace outside the diversity programs.

3. Funding for projects may come in part by the federal agencies (i.e., Federal Transit Administration (FTA), Federal Emergency Management Administration (FEMA), or may be a combination of funds appropriated by the state, county, or city governments. Diversity goals will be based on the source of funding.
4. **For this project, an 11% DBE goal has been established.**
5. **Non-discrimination.** Proposers shall not discriminate on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, or disability in the performance of this project. The Proposer shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of contracts. Failure by the Proposer to carry out these requirements is a material breach of the resulting contract, which may result in the termination of the contract or such other remedy as KCATA deems appropriate.

6. Recognized Certifications.

- a. Disadvantaged Business Enterprises (DBEs) and Small Business Enterprises (SBEs). These programs apply to federally funded projects. KCATA will only recognize firms that are certified as DBEs/SBEs under the DOT guidelines found in 49 CFR Part 26. Firms must be certified as a DBE/SBE by a member of the Missouri Regional Certification Committee, which includes KCMO, MoDOT, City of St. Louis, Metro in St. Louis or KCATA, or through the Kansas Department of Transportation's (KDOT) DBE Program. A list of certified firms may be found on MoDOT's website at <https://www.modot.org/mrcc-directory>. A directory of KDOT certified firms may be found at <https://kdotapp.ksdot.org/dbcontractorlist/>. *MBE and WBE certifications from other agencies will not be counted toward DBE/SBE participation.*
 - b. Minority Owned Business Enterprises (MBEs), Woman Owned Business Enterprises (WBEs) and Small Local Business Enterprises (SLBEs). These programs apply to non-federally funded projects. MBE/WBE/SLBE firms may participate as prime contractors, subcontractors, or suppliers. KCATA will only recognize firms that are certified as MBEs/WBEs/SLBEs under the MBE/WBE/SLBE Criteria based on 49 C.F.R. (Code of Federal Regulations) Part 26, Subpart D Firms (§26.61 through §26.73) where applicable, and Subpart E (§26.81 through §26.87) where applicable. Only firms certified with KCATA, City of Kansas City, MO, State of Missouri Office of Equal Opportunity, or Kansas Department of Commerce will be considered eligible to meet KCATA's MBE/WBE project goals. Each firm's signed MBE or WBE certificate will need to be included in their bid package to be considered for MBE or WBE goal participation. A list of certified firms from each agency is listed below:
 - KCATA Certified Vendors <https://kcata.diversitycompliance.com/>
 - City of Kansas City, MO Certified Vendors <https://kcmohrd.mwdbe.com/>
 - Missouri Office of Equal Opportunity Certified Vendors <https://apps1.mo.gov/MWBCertifiedFirms/>
 - Kansas Department of Commerce Certified Vendors <http://mwbd.kansascommerce.com/>
 - c. When appropriate, KCATA's projects may be set-aside for Small Business Enterprises or Small Local Business Enterprises.
- 7. Diverse Participation Credit.** Diverse firms may participate as Prime Contractors, Subcontractors or Suppliers. The following shall be credited towards achieving the goals, except as provided herein:
- a. The total contract dollar amount that a qualified diverse Prime Contractor earns for that portion of work on the contract that is performed by its own workforce, is performed in a category in which the Prime is currently certified and is a commercially useful function as defined by the Program. *Under U.S. DOT DBE Regulations and KCATA's Diversity Program, diverse firms acting as Prime Contractors must perform a minimum of thirty percent (30%) of the project/contract value, including any amendments.*

- b. The total contract dollar amount that a Prime Contractor has paid or is obligated to pay to a subcontractor that is a qualified diverse firm; and
- c. Subcontractor participation with a lower tier diverse subcontractor; and
- d. Sixty percent (60%) of the total dollar amount paid or to be paid by a Prime Contractor to obtain supplies or goods from a supplier who is not a manufacturer and who is qualified as a diverse firm. If the diverse firm is a manufacturer of the supplies, then one hundred percent (100%) may be credited, to be determined on a case-by-case basis.
- e. NO CREDIT, however, will be given for the following:
 - 1) Participation in a contract by a diverse firm that does not perform a commercially useful function as defined by the Program; and
 - 2) Any portion of the value of the contract that a diverse Subcontractor subcontracts back to the prime contractor or any other contractor who is not qualified as a diverse firm; and
 - 3) Materials and supplies used on the contract, unless the diverse firm is responsible for negotiating the price, determining quality and quantity, ordering the materials, installing (where applicable), and paying for the material itself; and
 - 4) Work performed by a diverse firm in a scope of work other than that in which the firm is currently certified.
- f. Good Faith Efforts. Failure to meet the contracted diversity participation commitment without documented evidence of good faith efforts may result in termination of the contract.
 - 1) In evaluating good faith efforts, KCATA will consider whether the Proposer has performed the following, along with any other relevant factors:
 - (a) Soliciting through all reasonable and available means (e.g., attendance at pre-proposal conferences, advertising and/or written notices) the interest of all certified diverse firms who have the capability to perform the work of the contract. The Proposer must solicit this interest within sufficient time to allow the qualified firms to respond to the solicitation. The Proposer must determine, with certainty, if the firms are interested by taking appropriate steps to follow up on initial solicitations. Copies of the solicitation efforts (dated facsimiles, advertisements, emails) must be submitted.
 - (b) Selecting portions of the work to be performed by diverse firms in order to increase the likelihood that the diversity goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate diversity participation, even when the prime contractor might otherwise prefer to perform these work items with its own forces.
 - (c) Providing interested diverse firms with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.
 - (d) Negotiating in good faith with interested firms.

- (e) It is the Proposer's responsibility to make a portion of the work available to diverse subcontractors and suppliers and to select those portions of the work or material needs consistent with the available diverse subcontractors and suppliers, so as to facilitate diverse participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of diverse firms that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for diverse firms to perform the work.
- (f) A Proposer using good business judgment would consider a number of factors in negotiating with subcontractors, include diverse subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using diverse firms is not in itself sufficient reason for a Proposer's failure to meet the contract diversity goal, as long as such costs are reasonable. Also, the ability or desire of a prime contractor to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. Prime contractors are not, however, required to accept higher quotes from diverse firms if the price difference is excessive or unreasonable.
- (g) Not rejecting diverse firms as being unqualified without sound reasons based on a thorough investigation of their capabilities. The contractor's standing within its industry, membership in specific groups, organizations, associations, and political or social affiliations (for example union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the contractor's efforts to meet the project goal.
- (h) Making efforts to assist interested diverse firms in obtaining bonding, lines of credit, or insurance as required by the KCATA or contractor.
- (i) Making efforts to assist interested diverse firms in obtaining necessary equipment, supplies, materials, or related assistance or services.
- (j) Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and Federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of diverse firms.
- (k) In determining if the Contractor did use good faith efforts in securing participation by qualified diverse firms, KCATA may request copies of each subcontractor quote (diverse and non-diverse) in the event a non-diverse subcontractor was selected over a diverse for work on the contract.

- g. Request for Modification, Replacement or Termination of Project Participation by a Diverse Firm. Contractor is responsible for meeting or exceeding the diversity commitment it has proposed for the project and as amended by any previously approved Request for Diversity Modification/Substitution. Any change orders or amendment modifying the amount Contractor is to be compensated will impact the amount of compensation due to the diverse firms for purposes of meeting or exceeding the Proposer commitment. Contractor shall consider the effect of a Change Order or amendment and submit a Request for Modification/Substitution if the diversity commitment changes.

- 1) Termination Only for Cause - Once the contract has been awarded; Contractor may not terminate a diverse subcontractor without KCATA's prior written consent. This includes, but is not limited to, instances in which a Contractor seeks to perform work originally designated for the diverse subcontractor with its own forces or those of an affiliate, a non-diverse firm, or with another diverse firm.
- 2) Good Cause - Good cause includes the following circumstances:
 - (a) The listed diverse subcontractor fails or refuses to execute a written contract; or
 - (b) The listed diverse subcontractor fails or refuses to perform the work of its normal industry standards. Provided, however, that the good cause does not exist if the failure or refusal of the diverse subcontractor to perform its work on the subcontract results from the bad faith or discriminatory action of the Prime Contractor; or
 - (c) The listed diverse subcontractor fails or refuses to meet the Prime Contractor's reasonable, nondiscriminatory bond requirements; or
 - (d) The listed diverse subcontractor becomes bankrupt, insolvent, or exhibits credit unworthiness; or
 - (e) The listed diverse subcontractor is ineligible to work on public works projects because of suspension and debarment proceedings pursuant to 2 CFR Parts 180, 215 and 1200 or applicable state law; or
 - (f) The diverse subcontractor is not a responsible contractor; or
 - (g) The listed DBE subcontractor voluntarily withdraws from the project and provides the Prime Contractor written notice of its withdrawal;
 - (h) The listed diverse subcontractor is ineligible to receive DBE credit for the type of work required;
 - (i) A DBE owner dies or becomes disabled with the result that the listed diverse contractor is unable to complete its work on the contract;
 - (j) Other documented good cause that compels KCATA to terminate the diverse subcontractor. Provided the good cause does not exist if the Prime contractor seeks to terminate a diverse firm that it relied upon to obtain the contract so that the Prime Contractor can self-perform the work for which the diverse contractor was engaged or so that the Prime Contractor can substitute another DBE or non-DBE contractor.
- 3) Before submitting its request to terminate or substitute a diverse subcontractor, the Prime Contractor must give notice in writing to the diverse subcontractor, with a copy to KCATA, of its intent to request to terminate and/or substitute, and the reason for the request.
- 4) The Prime Contractor must give the diverse contractor five days to respond to the Prime Contractor's notice and advise the KCATA and the Contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why KCATA should not

approve the Prime Contractor's action. If required in a particular case as a matter of public necessity (e.g., safety), the response period may be shortened.

J. Required Documents.

1. Incomplete Bids. All documents that are required to be submitted with this Bid are listed in Section 4, Attachment B. The bidder shall read all forms carefully before signing. Incomplete bid documents may render the bid non-responsive.
2. Bid Response/Pricing Pages.
 - a. Bids shall be firm and final.
 - b. Bidders shall be responsible for furnishing and delivering new and complete materials and/or services to include the installation, assembly, accessories, personnel, training, warranty, and guarantee as specified to make this procurement complete.
 - c. Bidders shall complete the Bid Response Form (Attachment C). The bid price shall include, as applicable, all items of labor, materials, tools, equipment, transportation, and other costs necessary to complete the manufacture, delivery, assembly, installation, and drawings, if required, of the materials or services required in this procurement.
 - d. The quantities specified for purchase by KCATA are based upon the best available estimates, taking into consideration the consumption during the past periods, and do not determine the actual amount the Authority may order during the contract period. The quantities are subject to change. Payment will be based on actual order quantities based on the unit rates quoted.
 - e. It is the intention of the specifications to provide complete and accurate descriptions for materials and/or services required by the KCATA. Any materials or services omitted from the specifications that are clearly necessary for the completion of this bid, although not directly specified or called for in the specifications, shall be considered a portion of the bid. Bidder shall indicate the additional material and services it has determined to be required for this procurement.
 - f. Bids shall indicate the unit price, extended to reflect the total bid. Any difference between the unit price correctly extended and the total price shall be resolved in favor of the unit price, except where the bidder clearly indicates that the total price is based on consideration of being awarded all items of the bid.
 - g. Bid shall be net and shall reflect any available discount. Separate discount for timely payment shall not be given consideration in evaluating bids, except in the case of bids that end in a tie.
 - h. Tax Exempt Status. The KCATA is exempt from payment of federal, state, and local sales taxes, and such taxes shall not be included in the bid price. Nevertheless, the bidder is not exempt from these taxes when purchasing materials directly from its supplier.
2. Schedule of Participation by Contractor and Subcontractors (If utilizing Subcontractors). Bidders should list all subcontractors and major suppliers (including DBEs) and the value of work committed to them. It is important to include the North American Industry Classification System

(NAICS) code appropriate for the type of work to be performed for each company listed.

3. Contractor Utilization Plan/Request for Waiver. This form outlines Bidder's commitment to meeting the DBE goal. If the Bidder is unable to fulfill the DBE goal, the Request for Waiver must be completed, and Bidder must detail the good faith efforts used to achieve that commitment.
4. Letter of Intent to Subcontract. If utilizing DBE firms, this form must be completed and signed by both the Bidder and its DBE subcontractors/major suppliers.
5. References. Bidders shall complete the References Form (Attachment D) indicating up to four (4) firms that represent work similar to this procurement. Include the company name, address, contact person, contact information, contract amount and length of contract.
6. Vendor Registration and Affirmative Action.
 - a. All firms (prime contractors, subcontractors, and suppliers) doing business with KCATA must complete a vendor registration process. KCATA uses a secure, online vendor management system (B2GNow). Confidential information (Tax ID number, etc.) will not be publicized. *Vendors that have previously registered with KCATA must now also complete the online process with updated information.* Vendors only have to go through this process once but will be required to update their certifications/affidavits on a regular basis.
 - b. To begin, you must set up an account at <https://kcata.diversitycompliance.com> where you will be given a temporary password. You will receive a confirmation email and be directed to change your password. You may follow the instruction guide to complete the process. B2GNow also conducts webinars that provide guided training on navigating the system and its available features.
 - c. Vendors must complete the online Vendor Registration Questionnaire.
 - d. Optional Documents. Firms have the option to attach additional documents to the Questionnaire, including brochures, insurance certificates and bonds.
 - e. **Forms Due with Bid Submission**: One each of the following forms are required and must be provided as part of bid submittal. These forms are also required for subcontractors.
 - 1) KCATA Affidavit of Civil Rights Compliance. Contractors and subcontractors agree to comply with Federal Transit Law, specifically 49 U.S.C. 5332 which prohibits discrimination, including discrimination in employment and discrimination in business opportunity. This form is included as Attachment H. In lieu of this form, firms may submit a current certificate from another government agency verifying compliance with their Affirmative Action program.
 - 2) KCATA Workforce Analysis/EEO-1 Report. Firms have the option of submitting KCATA's form (Attachment I-2) or a current EEO-1 Report that has been filed with another government agency.
 - 4) Employee Eligibility Verification

- a) In accordance with Section 285.500 RSMo, firms are required by affidavit and provision of documentation, to affirm its enrollment and participation in a Federal work authorization program with respect to employees working in connection with the contracted services. The bidder is required to obtain the same affirmation from all subcontractors at all tiers.
 - b) The bidder shall also affirm (Attachment I-1) that it does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under Federal law to work in the United States as defined in 8 U.S.C. §1324a(h)(3). This form will need to be updated annually.
 - c) Acceptable proof of enrollment includes the E-Verify Memorandum of Understanding (MOU) – a valid, completed copy of the first page identifying the business entity and a valid copy of the signature page completed and signed by the business entity, the Social Security Administration, and the Department of Homeland Security (DHS).
 - d) The Bidder shall obtain this affidavit from its subcontractors at all tiers (Attachment J-2). The subcontractors' forms shall be submitted as part of the bid documents.
 - e) This form is renewable annually.
- 5) Current IRS Form W9.
- a) For questions on these requirements, or for assistance in completing the forms, please contact Carla Mann, KCATA's Community Outreach Specialist at (816) 346-0208 or via email at cmann@kcata.org.

11. DBE Certification.

- a. The KCATA recognizes firms that have been certified as Disadvantaged Business Enterprises (DBEs) under the criteria established by the U. S. Department of Transportation's Regulations 49 C.F.R. Part 26. Contractors and subcontractors/major suppliers certified as DBEs must submit a current certificate or letter of DBE certification from a member of the Missouri Regional Certification Committee (MRCC).
- b. All bidders requesting to become certified Disadvantaged Business Enterprises with the KCATA must complete the proper paperwork and certifications.
- c. For information and the necessary forms for the certification process, please contact Carla Mann, KCATA's Community Outreach Specialist at (816) 346-0208.

12. Receipt of Addenda. In the event that Addenda are issued against this Invitation to Bid, bidders will be issued a Receipt of Addenda Form to complete and return with the Invitation to Bid, acknowledging receipt of all addenda issued. This is to safeguard KCATA and the bidder against failure to communicate any important information and changes to the scope of the procurement.

13. Other Documents. Bidders shall submit any other documents necessary to complete this bid.

This may include a copy of the warranty offered, technical information, or product brochures.

K. Documents Due After Award.

1. KCATA reserves the right to review the Contractor's written agreement with its subcontractors (DBE and non-DBE) to confirm that required federal contract clauses are included. KCATA may perform random audits and contact minority subcontractors to confirm the reported participation.
2. Subcontractor Monthly Utilization Report. Contractors will be required to submit this report with each request for payment to KCATA. This report will include payments to ALL subcontractors – DBE and non-DBE. KCATA may require lien waivers from all subcontractors before reimbursement is made to the Contractor. KCATA may perform random audits and contact minority subcontractors to confirm the reported participation. Failure to meet the contracted goal without documented evidence of good faith effort may result in the termination of the contract.
3. Request for Modification, Replacement or Termination of Disadvantaged Business Enterprise (DBE) Project Participation. Contractor is responsible for meeting or exceeding the DBE commitment amounts listed on the *Schedule of Participation by Contractor and Subcontractors form* submitted as part of Contractor's Bid Documents and as amended by any previously approved Request for Modification/Substitution. Any Change Orders or amendment modifying the amount Contractor is to be compensated will impact the amount of compensation due to DBEs for purposes of meeting or exceeding the Bidder/Proposer commitment. Contractor shall consider the effect of a Change Order or amendment and submit a Request for Modification/Substitution if the DBE commitment changes.
 - a. **Termination Only for Cause** - Prior to an award of a negotiated procurement and once a contract has been awarded; Contractor may not substitute or terminate a DBE subcontractor without KCATA's prior written consent. This includes, but is not limited to, instances in which a Contractor seeks to perform work originally designated for a DBE subcontractor with its own forces or those of an affiliate, a non-DBE firm, or with another DBE firm.
 - b. Written consent of termination may be given if the Contractor has demonstrated good cause. Good cause includes the following circumstances:
 - 1) The listed DBE subcontractor fails or refuses to execute a written contract; or
 - 2) The listed DBE subcontractor fails or refuses to perform the work of its subcontract in a way consistent with normal industry standards. Provided, however, that the good cause does not exist if the failure or refusal of the DBE subcontractor to perform its work on the subcontract results from the bad faith or discriminatory action of the Prime Contractor; or
 - 3) The listed DBE subcontractor fails or refuses to meet the Prime Contractor's reasonable, nondiscriminatory bond requirements; or
 - 4) The listed DBE subcontractor becomes bankrupt, insolvent, or exhibits credit unworthiness; or

- 5) The listed DBE subcontractor is ineligible to work on public works projects because of suspension and debarment proceedings pursuant to 2 CFR Parts 180, 215 and 1200 or applicable state law; or
- 6) The DBE subcontractor is not a responsible contractor; or
- 7) The listed DBE subcontractor voluntarily withdraws from the project and provides the Prime Contractor written notice of its withdrawal;
- 8) The listed DBE is ineligible to receive DBE credit for the type of work required;
- 9) A DBE owner dies or becomes disabled with the result that the listed DBE contractor is unable to complete its work on the contract;
- 10) Other documented good cause that compels KCATA to terminate the DBE subcontractor. Provided the good cause does not exist if the Prime contractor seeks to terminate a DBE it relied upon to obtain the contract so that the Prime Contractor can self-perform the work for which the DBE contractor was engaged or so that the Prime Contractor can substitute another DBE or non-DBE contractor.
 - a) Before submitting its request to terminate or substitute a DBE subcontractor, the Prime Contractor must give notice in writing to the DBE subcontractor, with a copy to KCATA, of its intent to request to terminate and/or substitute, and the reason for the request.
 - b) The Prime Contractor must give the DBE five days to respond to the Prime Contractor's notice and advise KCATA and the Contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why KCATA should not approve the Prime Contractor's action. If required in a particular case as a matter of public necessity (e.g., safety), the response period may be shortened.

SECTION 4
BID EVALUATION, ACCEPTANCE AND AWARD

A. Bid Evaluation

1. It is the intent of the KCATA to award a contract to the responsive and responsible bidder whose bid conforming to this IFB, is the lowest in price and, in KCATA's sole discretion, the most advantageous to the KCATA. Factors such as discounts, transportation costs and life cycle costs will be considered in determining which bid is lowest in price.
2. A responsible bidder possesses the ability to perform successfully under the terms and conditions of the proposed contract considering matters including Contractor integrity, record of past performance, and financial and technical resources.
3. The low bidder will be required to demonstrate its ability to provide the times and/or perform services contained in the solicitation, in a timely manner, to the complete satisfaction of the Authority. Doubt as to technical ability, productive capability, and financial strength which cannot be resolved affirmatively may result in a determination of non-responsibility by KCATA.
4. If the low bidder is eliminated, then the second lowest bidder will be required to demonstrate its ability to perform services as described herein. This process will continue to the next lowest bidder until a bidder successfully meets the specification requirements.
5. KCATA reserves the right to investigate the qualifications of all bidders under consideration to confirm any part of the information furnished by a bidder, or to require other evidence of managerial, financial, or other capabilities which are considered necessary for the successful performance of the contract.

B. Bid Acceptance. Each bid is to be submitted with the understanding that the acceptance in writing by the KCATA of the bid to furnish the materials and services, or any part thereof, described therein shall constitute a contract between the bidder and the KCATA which shall bind the bidder on its part to furnish and deliver at the price given and in accordance with the terms and conditions of said accepted bid and KCATA's contract included as Attachment A.

C. Unbalanced Bid. The Authority may determine that a bid is non-responsive if the prices proposed are materially unbalanced. A bid is materially unbalanced when it is based on prices significantly less than cost or prices significantly overstated relative to cost.

D. Bid Award.

1. The procurement shall be awarded on the basis of the lowest responsive bidder complying with all the conditions of the bids, specifications, and instruction. The KCATA reserves the right to award any or all items of the bid or not to award at all.
2. In the case of multiple line items, the KCATA reserves the right to award the entire bid to one bidder, or to split the award of the items to multiple bidders.
3. If awarded at all, the bid may be awarded to the bidder whose total price is lowest, whose bid is responsive to the invitation thereof, and who is determined to be technically and financially

responsible to perform as required. **Conditional bids and any bid taking exception to these instructions or conditions, to the contract terms/conditions or specifications, or to other contract requirements shall be considered non-responsive and shall be rejected.**

E. Purchase Order and/or Contract.

1. Upon acceptance and award of a bid by KCATA, a purchase order or contract shall be issued thereon and shall constitute a contract for furnishing the items described in the bid in strict conformity with the specifications and bid conditions.
2. The purchase order or contract shall be considered as made in Kansas City, Missouri, and the construction and enforcement of it shall be in accordance with the laws of the State of Missouri except those pertaining to conflicts of law.

F. Licenses and Permits.

1. The bidder shall, without additional expense to KCATA, be responsible for obtaining any necessary licenses and permits, and for complying with all federal, state, and municipal laws, codes, and regulations applicable to the providing of products, equipment or materials, or the performance of the work in this procurement.
2. The Contractor shall comply with all applicable and current rules, regulations, and ordinances of any applicable federal, state, county or municipal governmental body or authority, including those as set forth by the Environmental Protection Agency (EPA), the Missouri Department of Natural Resources (MDNR), the Kansas Department of Health and Environment (KDHE), the FTA, the Department of Transportation (DOT), and the City of Kansas City, Missouri.

ATTACHMENT A
SAMPLE CONTRACT AGREEMENT AND CONTRACT TERMS & CONDITIONS

CONTRACT # G25-7018-26
LIGHTING AND ELECTRICAL SERVICES

THIS CONTRACT (the "Contract"), made and entered into as of the ____ day of _____, 2025, by and between the **Kansas City Area Transportation Authority ("KCATA")**, a body corporate and politic, and a political subdivision of the States of Missouri and Kansas, with offices at 1350 East 17th Street, Kansas City, Missouri, and _____ ("**Contractor**"), with offices at _____.

NOW, THEREFORE, in consideration of the covenants and conditions to be performed by the respective parties hereto and of the compensation to be paid as hereinafter specified, the KCATA and the Contractor agree as follows:

1. EMPLOYMENT OF CONTRACTOR.

This Contract is entered into for the purpose of engaging the Contractor as an independent contractor by KCATA in accordance with that certain bid submitted by the Contractor dated _____, a copy of which is attached hereto as Appendix D and incorporated herein by reference ("Bid").

2. SCOPE OF CONTRACT.

The Contractor shall provide the products, equipment, materials and/or work services consistent with the Invitation for Bid (IFB) solicited by the KCATA, dated _____ entitled "_____" (sometimes referred to as the "Project" or the "Work"), which is incorporated herein by reference. The Contractor hereby agrees to provide the (insert description of products and/or services) as needed at the firm, fixed prices stated in the Appendix C attached hereto for the KCATA in accordance with the specifications of the scope of contract provided in the Contract Documents herein.

3. TERM.

The term of this contract agreement shall be for a period of ____ (__) year(s) beginning _____, 2025 and expiring on _____. The materials to be provided and/or services to be performed shall commence upon receipt of a notice to proceed from the KCATA. Work in process prior to expiration of the contract agreement shall be completed and as construed by KCATA to be within the "contract term."

4. CONTRACT SUM.

The KCATA shall pay the Contractor in current funds for the provision of products and the performance of the services (Appendix B to this Contract), subject to (a) the terms and conditions of the Contract and (b) any KCATA authorized additions or deductions by "Change Order," if applicable, as provided in this Contract. The contractor shall be paid for the work performed at the rates set out in the Contractor's Cost Proposal / Bid Response (Appendix C). It is anticipated that the funds to be paid the Contractor under this contract shall not exceed the sum of _____ Dollars (\$_____).

5. ORDER OF PRECEDENCE

In the event of any inconsistency between the articles, attachments, specifications, or provisions which constitute this Contract, the following order of precedence shall apply:

- A. Specific written amendments or modifications/change orders to the executed Contract;
- B. KCATA's Standard Terms and Conditions;
- C. Executed Contract and any attachments incorporated by reference
- D. Contractor's Bid Response; and
- E. KCATA's IFB and Scope of Work/Specifications, including any attachments incorporated by reference.

6. MISCELLANEOUS PROVISIONS.

The following Appendices are attached hereto by reference as part of this Contract. This Contract and any amendments issued hereafter, constitute the entire Contract between the KCATA and the Contractor.

- Appendix A. Contract Terms and Conditions; and
- Appendix B. Scope of Work; and
- Appendix C. Cost Page Submitted by Contractor.
- Appendix D. Contractor's Proposal/Statement of Work

IN WITNESS WHEREOF, the parties hereto for themselves, their successors and permitted assigns, executed this Contract Agreement as of the day and year first above written.

**CONTRACTOR'S NAME
(CONTRACTOR)**

**KANSAS CITY AREA TRANSPORTATION
AUTHORITY (KCATA)**

By _____
Name of Authorized Signer
Title of Authorized Signer

By _____
Michael Leone
Chief Financial Officer

By _____
Chuck Ferguson
Chief Operations Officer

KCATA CONTRACT TERMS AND CONDITIONS

1. ACCEPTANCE OF SERVICES – NO RELEASE

Acceptance of any portion of the services and/or deliverables prior to final acceptance shall not release the Contractor from liability for faulty workmanship, or for failure to fully comply with all of the terms of this Contract. KCATA reserves the right and shall be at liberty to inspect all work products at any time during the Contract term, and shall have the right to reject all services or deliverables which do not conform with the conditions, Contract requirements or specifications; provided, however, that KCATA is under no duty to make such inspection, and Contractor shall (notwithstanding any such inspection) have a continuing obligation to furnish all services and deliverables in accordance with the instructions, Contract requirements and specifications. Until delivery and acceptance, and after any rejections, risk of loss will be on the Contractor, unless loss results from negligence of KCATA.

2. AGREEMENT IN ENTIRETY

This Contract represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Contract may be amended only by written instrument signed by all parties.

3. ASSIGNMENT

The Contractor shall not assign any interest in this Contract and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of KCATA. In the event of KCATA's consent to assignment of this Contract, all of the terms, provisions and conditions of the Contract shall be binding upon and inure to the benefit of the parties and their respective successors, assigns and legal representative.

4. BANKRUPTCY

In the event the Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, the Contractor agrees to furnish, by certified mail, written notification of the bankruptcy to the KCATA official identified in the "Notification and Communication" section. This notification shall be furnished within five (5) days of the initiation of the proceedings relating to bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of KCATA Contract numbers against which final payment has not been made. This obligation remains in effect until final payment under this Contract.

5. BONDING REQUIREMENTS

A. Performance and Payment Bonds.

1. The Contractor shall furnish, at its own expense, a performance bond and payment bond payable to KCATA in the amount of 100% of the full expected cost of the services to be performed (goods to be delivered) from a licensed, fully qualified surety company acceptable to KCATA and listed as a company currently authorized under 31 CFR Part 22 as possessing a certificate of Authority as described hereunder. The bonds shall remain valid and in effect for the full term of this Contract. KCATA may require an increase in the bond amount in the event of changes to the contract price.

2. A cash deposit, certified check, irrevocable letter of credit (LOC) or another negotiable instrument may be accepted by KCATA in lieu of a bond. The form of any substitution in lieu of a bond must be approved by KCATA. The cash deposit, certified check, irrevocable LOC, or other negotiable instrument accepted in lieu of a bond must remain valid and in effect for the full term of this Contract.
3. If used, the LOC shall be irrevocable, unconditional, and issued by an acceptable federally insured financial institution. The LOC must cover the entire period of performance or may be submitted with an initial expiration date which is a minimum period of one year from the date of issuance, with a provision which states that the LOC is automatically extended without amendment for one year from the expiration date, or any future expiration date, until the period of performance is completed. The period of performance shall end the later of 90 days following final payment, or until completion of any warranty period. KCATA may require additional performance bond protection when the Contract Sum is increased.
4. Contractor's failure to maintain a valid payment/performance bond or a valid substitution for the full term of this Contract will be a breach of this Contract.

B. Warranty of Work and Maintenance

1. The Contractor warrants to KCATA, that all products, equipment, and materials furnished under this Contract will be of highest quality and new unless otherwise specified by KCATA, free from faults and defects in workmanship or materials, merchantable, suitable for its intended purpose and in conformance with the Contract. All work not so conforming to these standards shall be considered defective. If required by KCATA, the Contractor shall furnish satisfactory evidence as to the kind and quality of products, equipment, and materials. The work or services furnished must be of first quality and the workmanship must be the best obtainable in the various trades.
2. The work must be of safe, substantial, and durable construction in all respects. The Contractor hereby guarantees the work against defective materials or faulty workmanship for a minimum period of one (1) year after final payment by KCATA and shall replace or repair any defective products, equipment or materials or faulty workmanship during the period of the guarantee at no cost to KCATA. As additional security for these guarantees, the Contractor shall, prior to the release of final payment, furnish separate maintenance (or guarantee) bonds in form acceptable to KCATA written by the same corporate surety that provides the performance bond for this Contract. These bonds shall secure the Contractor's obligation to replace or repair defective products, equipment and materials and faulty workmanship for a minimum period of one (1) year after final payment and shall be written in an amount equal to one hundred percent (100%) of the Contract Sum, as adjusted (if at all).

6. BREACH OF CONTRACT; REMEDIES

- A. If the Contractor shall fail, refuse or neglect to comply with any terms of this Contract, such failure shall be deemed a total breach of contract and the Contractor shall be subject to legal recourse by KCATA, plus costs resulting from failure to comply including the KCATA's reasonable attorney fees, whether or not suit be commenced.
- B. The duties and obligations imposed by this Contract and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights, and remedies otherwise

imposed or available by law or equity. No action or failure to act by KCATA shall constitute a waiver of any right or duty afforded under this Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach hereunder, except as may be specifically agreed in writing.

7. CHANGES

KCATA may at any time, by a written order, and without notice to the Contractor, make changes within the general scope of this Contract. No such changes shall be made by the Contractor without prior written approval by KCATA. If any such change causes an increase or decrease in the Contract sum, or the time required for performance of this Contract, whether changed or not changed by such order, an equitable adjustment shall be made by written modification. Any Contractor's claim for adjustment under this clause must be asserted within 30 days from the date of receipt by the Contractor of the notification of change. Nothing in this clause shall excuse the Contractor from proceeding with this Contract as changed.

8. CIVIL RIGHTS

A. Nondiscrimination in Federal Public Transportation Programs.

1. Contractor must prohibit:
 - a. discrimination based on race, color, religion, national origin, sex (including sexual orientation, disability, or age;
 - b. exclusion from participation in employment or a business opportunity for reasons identified in 49 U.S.C. § 5332;
 - c. denial of program benefits in employment or a business opportunity identified in 49 U.S.C. § 5332; and
 - d. discrimination identified in 49 U.S.C. § 5332, including discrimination in employment or a business opportunity identified in 49 U.S.C. § 5332.
2. Contractor must follow the most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance. However, FTA does not require an Indian Tribe to comply with FTA program specific guidelines for Title VI when administering its agreement supported with federal assistance under the Tribal Transit Program.

B. Nondiscrimination – Title VI of the Civil Rights Act.

1. Contractor must prohibit discrimination based on race, color, or national origin;
2. Contractor must comply with a) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, et seq.; b) U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR Part 21; and c) Federal transit law, specifically 49 U.S.C. § 5332.
3. Contractor must follow a) the most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance; b) U.S. DOJ, "Guidelines for the enforcement of

Title VI, Civil Rights Act of 1964,” 28 C.F.R. § 50.3; and c) all other applicable federal guidance that may be issued.

C. Equal Employment Opportunity.

1. **Federal Requirements and Guidance.** Contractor must prohibit discrimination based on race, color, religion, sex, sexual orientation, or national origin; and
 - a. Comply with: (a) Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et seq.;
 - b. Comply with Title I of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §§ 12101, et seq.;
 - c. Comply with federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of FTA’s Master Agreement;
 - d. Comply with FTA Circular 4704.1 “Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients”; and
 - e. Follow other federal guidance pertaining to EEO laws, regulations, and requirements.
2. **Indian Tribes.** Contractors will recognize that Title VII of the Civil Rights Act of 1964, as amended exempts Indian Tribes under the definition of “Employer”.
3. **Nondiscrimination on the Basis of Sex.** The Contractor agrees to comply with all Federal prohibitions against discrimination based on sex, including Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681, et. seq., U.S. DOT regulations, “Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance,” 49 CFR part 25; and federal transit law, specifically 49 U.S.C. § 5332.
4. **Nondiscrimination on the Basis of Age.** In accordance with the Age Discrimination in Employment Act, 29 U.S.C. §§ 621-634, U.S. Equal Employment Opportunity Commission (U.S.EEOC) regulations, “Age Discrimination in Employment Act,” 29 C.F.R. part 1625, the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 et seq., which prohibits discrimination against individuals based on age in the administration of Programs, Projects and related activities receiving federal assistance; U. S. Department of Health and Human Services regulations, “Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance,” 45 C.F. R. part 90, and Federal transit law at 49 U.S.C. §5332.
5. **Nondiscrimination on the Basis of Disability.** In accordance with section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination based on disability in the administration of federally assisted programs, projects or activities; the Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. §12101 et seq., the Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities; Federal transit law, specifically 49 U.S.C. § 5332, and other applicable federal laws, regulations, and requirements pertaining to access for seniors or individuals with disabilities. The Contractor agrees that it will not discriminate against individuals on the basis of disability. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
6. **Access to Services for Persons with Limited English Proficiency.** Compliance to provide meaningful access to public transportation services in accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, et seq., and its implementing regulation at 28 CFR § 42.405(d), and applicable U.S. Department of Justice guidance.

7. **Promoting Free Speech and Religious Liberty.** All Federal funding must be expended in full accordance with the U.S. Constitution, Federal Law, and statutory and public policy requirements, including but not limited to, those prohibiting discrimination and protecting free speech, religious liberty, public welfare, and the environment.

- D. Contractor understands that it is required to include this Article in all subcontracts. Failure by the Contractor to carry out these requirements or to include these requirements in any subcontract is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as the KCATA deems appropriate, including but not limited to withholding monthly progress payments and/or disqualifying the Contractor from future bidding as non-responsible.

9. CONFLICTS OF INTEREST (ORGANIZATIONAL)

In accordance with 2 C.F.R. § 200.112, the Contractor certifies that it has no other activities or relationships that would make the Contractor unable, or potentially unable, to render impartial assistance or advice to KCATA, or that would impair the Contractor's objectivity in performing work under this Contract, or that would result in an unfair competitive advantage to Contractor or to another third party performing the Project work.

10. CONTINUITY OF SERVICES

- A. The Contractor recognizes that the services under this Contract are vital to the KCATA and must be continued without interruption and that, upon contract expiration, a successor, either the KCATA or another contractor may continue them. The Contractor agrees to (1) furnish phase in-training and (2) exercise its best efforts and cooperation to affect an orderly and efficient transition to a successor.
- B. The Contractor shall, upon KCATA's written notice, (1) furnish phase-in, phase-out services for up to 90 days after this Contract expires and (2) negotiate in good faith a plan with a successor to determine the nature and extent of phase-in, phase-out services required. The plan shall specify a training program and a date for transferring responsibilities for each division of work described in the plan and shall be subject to KCATA's approval. The Contractor shall provide sufficient experienced personnel during the phase-in, phase-out period to ensure that the services called for by this Contract are maintained at the required level of proficiency.

11. CONTRACTOR'S PERSONNEL

All of the services required hereunder shall be performed by the Contractor or under its supervision and all personnel engaged in the services shall be fully qualified and authorized under state and local law to perform such services. Any change in the key personnel, as described in the contractor's proposal, shall be subject to the written approval of KCATA; such approval shall not be unreasonably withheld. The parties agree that at all times during the entire term of this Contract that the persons listed in Contractor's proposal shall serve as the primary staff person(s) of Contractor to undertake, render and oversee all of the services of this Contract subject to KCATA's right to remove personnel. KCATA reserves the right to require the Contractor to remove any personnel and or subcontractors for any cause provided such request for removal shall be documented in writing to Consultant.

12. CONTRACTOR'S RESPONSIBILITY

No advantage shall be taken by the Contractor or its subcontractor of the omission of any part or detail which goes to make the equipment complete and operable for use by KCATA. In case of any variance, this specification shall take precedence over Contractor's or subcontractor's own specifications. The Contractor shall assume

responsibility for all materials and services used whether the same is manufactured by the Contractor or purchased ready made from a source outside the Contractor's company.

13. DISPUTE RESOLUTION

- A. Except as otherwise provided in this Contract, any dispute concerning a question of fact arising under this Contract which is not disposed of by agreement shall be decided by KCATA's Director of Procurement, who shall reduce the decision to writing and mail or otherwise furnish a copy to the Contractor. The decision of the Director of Procurement shall be final and conclusive unless within ten (10) days from the date of receipt of such copy the Contractor mails or otherwise furnishes a written appeal addressed to the Chief Financial Officer, with a copy to the Director of Procurement. The determination of such appeal by the Chief Financial Officer shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent or capricious, arbitrary, or not supported by substantial evidence. In connection with any appeal proceeding under this clause the Contractor shall be afforded an opportunity to be heard and to offer evidence in support of its appeal. Pending final decision of a dispute hereunder, and unless otherwise directed in writing by KCATA, the Contractor shall proceed diligently with performance in accordance with the Director of Procurement's decision.
- B. The duties and obligations imposed by the Contract and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights, and remedies otherwise imposed or available by law. No action or failure to act by the KCATA or Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

14. EMPLOYEE ELIGIBILITY VERIFICATION

- A. To comply with Section 285.500 RSMo, *et seq.*, the Contractor is required by sworn affidavit and provision of documentation, to affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. The Contractor shall also affirm that it does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under federal law to work in the United States as defined in 8 U.S.C. §1324a(h)(3). The Contractor is required to obtain the same affirmation from all subcontractors at all tiers with contracts exceeding \$5,000.
- B. A federal work authorization program is any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security (E-Verify) or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and control Act of 1986 (IRCA), P.L.99-603.

15. FORCE MAJEURE

- A. Both Parties shall be excused from performing its obligations under this Contract during the time and to the extent that it is prevented from performing by an unforeseeable cause beyond its control ("**Excusable Delays**") including, but not limited to: any incidence of fire, flood; acts of God or the public enemy; commandeering of material, products, plants or facilities by the federal, state or local government; national fuel shortage; pandemic; acts of war; terrorism; strikes; any acts, restrictions, regulations, by-laws; prohibitions or measures of any kind on the part of any KCATA; freight embargoes; delays of Contractor's suppliers for like causes; contractual acts of either Party or a material act of omission by either

Party; when satisfactory evidence of such cause is presented to the other Party, and provided further that such nonperformance is unforeseeable, beyond the control and is not due to the fault or negligence of the Contractor or KCATA. Contractor and KCATA shall use its best efforts to remove the cause of delay and resume work as soon as possible.

- B. If at any time, Contractor concludes that any of the Work hereunder will become subject to a delay beyond Contractor's control, including but not limited to any of the aforementioned causes, Contractor shall notify KCATA of the nature and detailed reasons and foreseeable extent of such delay and shall, once every seven (7) calendar days thereafter, notify KCATA whenever, to the best of Contractor's knowledge and belief, the nature or foreseeable extent of such delay shall change. Contractor shall provide this written notice within five (5) business days of Contractor's becoming aware of the facts or matters giving rise to such Excusable Delay. Both Parties shall keep in contact with each other as to the status of such Excusable Delay and shall agree in writing to a restart date when the facts or matters giving rise to such Excusable Delay have concluded and further delays are not foreseen. Upon reengagement of work, Contractor and KCATA will formulate and agree upon an update project schedule, taking into account the timeframe that has passed since the work stoppage, necessary time to resume or re-create any previously completed tasks due to damaged or missing equipment and any associated time periods for shipment and/or manufacture of equipment.

16. GENERAL PROVISIONS

- A. **No Third-Party Beneficiaries.** The parties do not intend to confer any benefit hereunder on any person, firm, or entity other than the parties hereto.
- B. **Extensions of Time.** No extension of time for performance of any Contractor obligations or acts shall be deemed an extension of time for performance of any other obligations or acts.
- C. **Time of Essence.** Time is of the essence in Contractor's performance of this Agreement.
- D. **Time Periods.** A "business day" is a business working day of KCATA administrative personnel which are days other than a Saturday, Sunday or legal holidays observed by the KCATA for administrative personnel. If the time period by which any right or election provided under this Contract must be exercised, or by which any act required hereunder must be performed, expires on a day which is not a business day, then such time period shall be automatically extended through the close of business on the next regularly scheduled business day.
- E. **Binding Effect.** This Contract shall bind and inure to the benefit of the legal representatives, successors and permitted assigns of the parties.
- F. **Counterparts.** This Contract may be executed at different times and in two or more counterparts and all counterparts so executed shall for all purposes constitute one contract, binding on all the parties hereto, notwithstanding that all parties shall not have executed the same counterpart. And, in proving this Contract, it shall not be necessary to produce or account for more than one such counterpart executed by the party against whom enforcement is sought.
- G. **Interpretation; Update of Citations.** Unless otherwise specified herein, (a) the singular includes the plural and the plural the singular; (b) words importing any gender include the other genders; and (c) references to persons or parties include their permitted successors and assigns. The parties recognize and agree that many of the laws, regulations, policies, procedures, and directives stated as governing

the Contractor's performance of its work or services, or the supplying of products, equipment, or materials, pursuant to this Contract are subject to updating, amendment or replacement. Therefore, all such references in this Contract are agreed by the parties to be deemed to refer to the then current updated, amended or replacement form of such laws, regulations, policies, procedures, and directives in effect at the applicable time during the term of this Contract and the same are hereby incorporated into this Contract by this reference.

- H. **When Effective.** Notwithstanding any provision contained in this Contract to the contrary, this Contract shall become effective only after the execution and delivery of this Contract by each of the parties hereto and no course of conduct, oral contract or written memoranda shall bind the parties hereto with respect to the subject matter hereof except this Contract.
- I. **Further Actions; Reasonableness and Cooperation by Parties; Time for Certain Actions.** Each party agrees to take such further actions and to execute such additional documents or instruments as may be reasonably requested by the other party to carry out the purpose and intent of this Contract. Except where expressly stated to be in a party's sole discretion, or where it is stated that a party has the ability to act in its sole judgment or for its own uses or purposes, wherever it is provided or contemplated in this Contract that a party must give its consent or approval to actions or inactions by the other party or a third party in connection with the transactions contemplated hereby, such consent or approval will not be unreasonably withheld or delayed. If no time period is set hereunder for a party to approve or consent to an action or inaction by the other party or a third party such approval shall be given or affirmatively withheld in writing within ten (10) business days after it is requested in writing or it shall be deemed given.
- J. **Survival.** In addition to any provisions expressly stated to survive termination of this Contract, all provisions which by their terms provide for or contemplate obligations or duties of a party which are to extend beyond such termination (and the corresponding rights of the other party to enforce or receive the benefit thereof) shall survive such termination.
- K. **Authority of Signatories.** Any person executing this Contract in a representative capacity represents and warrants that such person has the authority to do so and, upon request, will furnish proof of such authority in customary form.
- L. **Notice of Legal Matters.** If this project is federally funded and is expected to equal or exceed \$25,000, KCATA agrees to notify the FTA Chief Counsel or FTA Regional VII legal counsel of a current or prospective legal matter that may affect the Federal government. Contractor agrees this affirmative notification provision will apply to subcontractors and suppliers and is to be included in all agreements at all tiers. Failure to include this notice may be deemed a material breach of contract.

17. GOVERNING LAW; CHOICE OF JUDICIAL FORUM

This Contract shall be deemed to have been made in, and be construed in accordance with, the laws of the State of Missouri. Any action of law, suit in equity, or other judicial proceeding to enforce or construe this Contract, respecting its alleged breach, shall be instituted only in the Circuit Court of Jackson County, Missouri.

18. HEADINGS

The headings included in this Contract are inserted only as a matter of convenience and for reference, and in no way define, limit, or describe the scope of intent of any provision, and shall not be construed to affect, in any

manner, the terms and provisions hereof of the interpretation or construction thereof.

19. INDEPENDENT CONTRACTOR

- A. The parties agree that the Contractor is an independent contractor under this Contract. Under no circumstance shall the Contractor be considered an agent, employee, or representative of KCATA and KCATA shall not be liable for any claims, losses, damages, or liabilities of any kind resulting from any action taken or failed to be taken by the Contractor.
- B. The Contractor shall furnish adequate supervision, labor, materials, supplies, security, financial resources, and equipment necessary to perform all the services contemplated under this Contract in an orderly, timely, and efficient manner.

20. INSPECTION OF SERVICES

- A. The Contractor shall provide and maintain an inspection system acceptable to the Authority covering the services provided in the performance of the Contract. "Services" as used in this clause, includes services performed, quality of the work, and materials furnished or used in the performance of services.
- B. The Contractor shall provide and maintain an inspection system acceptable to the Authority covering the project. Complete records of all inspection work performed by the Contractor shall be maintained and made available to the Authority during contract performance and for as long afterwards as the Contract requires.
- C. The Authority has the right to inspect and test all services called for by this Contract to the extent practicable at all times and places during the term of the Contract. The Authority shall perform inspection and tests in a manner that will not unduly delay the work.
- D. If any of the services performed do not conform to Contract requirements, the Authority may require the contractor to perform the services again in conformity with Contract requirements for no additional fee. When the defects in performance cannot be corrected by re-performance, the Authority may:
 - 1. Require the Contractor to take necessary action to ensure that future performance conforms to Contract requirements; or
 - 2. Reduce the Contract Sum accordingly.
- E. If the Contractor fails to promptly perform the services again or to take the necessary action to ensure future performance in conformity with contract requirements, the Authority may:
 - 1. By contract or otherwise, perform the services and charge to the Contractor any cost incurred by the Authority that is directly related to the performance of the work; or
 - 2. Terminate the Contract for default.

21. INSURANCE

- A. The insurance required in this Contract shall be written for not less than any limits of liability required by law or by those set forth below, whichever is greater, and shall include blanket contractual liability

insurance as applicable to the Contractor's obligations under the Liability and Indemnification section below. All policies, except Professional Liability and Workers' Compensation policies, shall name KCATA, its commissioners, officers, and employees as additional insureds. **The insurance should be written with companies acceptable to KCATA and the companies should have a minimum A.M. Best's insurance rating of A-(VIII).** An exception to the minimum A.M. Best rating is granted for Workers Compensation exposures insured through the Builders' Association of Self Insurance Fund (BASIF).

- B. The Contractor shall be required to furnish to KCATA certificates verifying the required insurance and relevant additional insured endorsements prior to execution of the Contract, and thereafter furnish the certificates on an annual basis. The certificates (with the exception of Professional Liability and Workers Compensation coverage) shall specifically state that:
1. Contractual liability coverage is applicable; and
 2. The Kansas City Area Transportation Authority, its commissioners, officers, and employees are named as additional insureds (Named Insureds) on the policies covered by the certificate; using this specific wording: **Kansas City Area Transportation Authority, its commissioners, officers, and employees are named as additional insureds as respects general liability and where required by written contract. Any coverage afforded the certificate holder as an additional insured shall apply as primary and not excess or contributing to any insurance or self-insurance in the name of the certificate holder and shall include a waiver of subrogation.**
- C. Further, from time to time and whenever reasonably requested by KCATA, the Contractor shall represent and warrant to KCATA (1) the extent to which the insurance limits identified below have been, or may be, eroded due to paid or pending claims under the policies; and (2) the identity of other entities or individuals covered as an additional insured on the policies. Further, the Contractor shall confirm that the insurers' obligation to pay defense costs under the policies is in addition to, and not part of the liability limits stated in the policies.
- D. All such insurance, with the exception of Professional Liability coverage, shall contain endorsements that the policies may not be canceled or amended or allowed to lapse by the insurers with respect to KCATA its commissioners, officers and employers by the insurance company without thirty (30) days prior notice to KCATA in addition to the Named Insured (s) and that denial of coverage or voiding of the policy for failure of Contractor to comply with its terms shall not affect the interest of KCATA, its commissioners, officers and employees thereunder.
- E. The requirements for insurance coverage are separate and independent of any other provision hereunder.
1. **Worker's Compensation:**
 - a. State: Missouri and/or Kansas – Statutory
 - b. Employer's Liability: Bodily Injury by Accident -- \$500,000 Each Accident
Bodily Injury by Disease -- \$500,000 Each Employee
Bodily Injury by Disease -- \$500,000 Policy Limit

The Contractor and any subcontractor shall maintain adequate workers' compensation insurance as required by law to cover all employees during performance of services, or during delivery, installation, assembly, or related services in conjunction with this Agreement.

2. **Commercial General Liability:**

Bodily Injury and Property Damage to include Products and Completed Operations:

\$1,000,000 Each Occurrence
\$2,000,000 General Aggregate (per project)
\$1,000,000 Personal and Advertising Injury
\$50,000 Fire Damage
\$5,000 Medical Expenses
2 Years (Completed Operations)

Contractor shall procure and maintain at all times during the term of the KCATA purchase order or the Contract commercial general liability insurance for liability arising out of the operations of the Contractor and any subcontractors. The policy(ies) shall include coverage for the Contractor's and subcontractors' products and completed operations for at least two (2) years following project completion, or as otherwise noted. The policy(ies) shall name as an additional insured, in connection with Contractor's activities, the KCATA, its commissioners, officers, and employees. The Contractor shall be responsible for all premiums associated with the requested policy(ies) and endorsements. The Insurer(s) shall agree that its policy(ies) is primary insurance and that it shall be liable for the full amount of any loss up to and including the total limit of liability without right of contribution from any other insurance or self-insurance KCATA may have.

3. **Auto Liability:**

Bodily Injury and Property Damage: \$1,000,000 Combined Single Limit

The policy(ies) shall include automobile liability coverage for all vehicles, licensed or unlicensed, on or off the KCATA premises, whether the vehicles are owned, hired or non-owned, covering use by or on behalf of the Contractor and any subcontractors during the performance of work under this Contract.

4. **Umbrella or Excess Liability:**

Umbrella or Excess Liability Limit: \$1,000,000 Each Occurrence
\$1,000,000 Aggregate (per project)

Where applicable, the Contractor shall obtain and keep in effect during the term of the contract, Umbrella or Excess Liability Insurance covering their liability over the limit for primary general liability, automobile liability, and employer's liability.

5. **Cyber Security:** \$3,000,000 Minimum Coverage

22. LIABILITY AND INDEMNIFICATION

- A. **Contractor's Liability.** Contractor shall be liable for all damages to persons (including employees of Contractor) or property of any type that may occur as a result of any act or omission by Contractor, any subcontractors, or sub-subcontractor, their respective agents or anyone directly employed by any of them or anyone.

B. **Subrogation.** Contractor, its agents, and any subcontractor hereby waive and relinquish any right of subrogation or claim against KCATA, its commissioners, senior leaders and employees arising out of the use of KCATA's premises (including any equipment) by any party in performance of this Agreement.

C. **Indemnification.**

1. To the fullest extent permitted by law, Contractor agrees to and shall indemnify, defend and hold harmless KCATA, its Commissioners, officers and employees from and against any and all claims, losses, damages, causes of action, suits, liens and liability of every kind, (including all expenses of litigation, expert witness fees, court costs and attorney's fees whether or not suit be commenced) by or to any person or entity (collectively the "Liabilities") arising out of, caused by, or resulting from the acts or omissions of Contractor, subcontractors, or sub-subcontractors, their respective agents or anyone directly or indirectly employed by any of them in performing work under this Contract, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder, so long as such Liabilities are not caused by the sole negligence or willful misconduct of a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this paragraph. Contractor shall also indemnify, hold harmless and defend the KCATA for any contractor or subcontractor action, tort, or violation of federal or state law or city ordinance.
2. In claims against any person or entity indemnified under this section, by an employee or Contractor, or anyone directly or indirectly employed by any of them, the subcontractor or sub-subcontractor indemnification obligation shall not be limited by a limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor, subcontractor, or sub-subcontractor under worker's compensation acts, disability benefit acts or other employee benefit acts. If any action at law or suit in equity is instituted by any third party against Contractor arising out of or resulting from the acts of Contractor in performing work under this Contract, Contractor shall promptly notify KCATA of such suit.
3. If any action at law or suit in equity is instituted by any third party against KCATA or its commissioners, officers or employees arising out of or resulting from the acts of Contractor, a subcontractor or sub-subcontractor, their respective agents or anyone directly or indirectly employed by any of them in providing products, equipment or materials, or in performing work or services under this Contract, and if Contractor has failed to provide insurance coverage to KCATA against such action as required herein or otherwise refuses to defend such action, KCATA shall have the right to conduct and control, through counsel of its choosing, the defense of any third party claim, action or suit, and may compromise or settle the same, provided that KCATA shall give the Contractor advance notice of any proposed compromise or settlement. Under these circumstances, KCATA retains the right to recover all costs of defense from the Contractor.
4. KCATA shall permit Contractor to participate in the defense of any such action or suit through counsel chosen by the Contractor, provided that all fees and expenses of such counsel shall be borne by Contractor. If KCATA permits Contractor to undertake, conduct and control the conduct and settlement of such action or suit, Contractor shall not consent to any settlement that does not include as an unconditional term thereof the giving of a complete release from liability with respect to such action or suit to KCATA. Contractor shall promptly reimburse KCATA for the full amount of any damages, including fees and expenses of counsel for KCATA, incurred in connection with any such action.

- D. **Release of Liability.** Contractor, its officers, directors, employees, heirs, administrators, executors, agents and representatives and respective successors and assigns hereby fully release, remise, acquit and forever discharge the KCATA and its commissioners, officers, directors, attorneys, employees, agents, representatives and its respective successors and assigns from any and all actions, claims, causes of action, suits, rights, debts, liabilities, accounts, agreements, covenants, contracts, promises, warranties, judgments, executions, demands, damages, costs and expenses, whether known or unknown at this time, of any kind or nature, absolute or contingent, existing at law or in equity, on account of any matter relating to this contract, cause or thing whatsoever that has happened, developed or occurred before or after you sign and deliver this Contract to KCATA. This release will survive the termination of this Contract.

23. LICENSING, LAWS AND REGULATIONS

- A. The Contractor shall, without additional expense to KCATA, be responsible for obtaining any necessary licenses and permits, and for complying with all federal, state, and municipal laws, codes, and regulations applicable to the providing of products, equipment or materials, or the performance of the Services, under this Contract.
- B. The Contractor shall comply with all applicable and current rules, regulations, and ordinances of any applicable federal, state, county or municipal governmental body or authority, including but not limited to those as set forth by the Environmental Protection Agency, the Missouri Department of Natural Resources, the Kansas Department of Health and Environmental, the FTA, the Department of Transportation, and the City of Kansas City, Missouri.

24. NOTIFICATION AND COMMUNICATION

- A. Communications regarding technical issues and activities of the project shall be exchanged with Vicky Vasquez, KCATA's Facilities Manager, at (816) 346-0819 or via e-mail at vvasquez@kcata.org.
- B. Issues regarding the contract document, changes, amendments, etc. are the responsibility of KCATA's Procurement Department. All notices and communications on all matters regarding this Contract may be given by delivery or mailing the same postage prepaid, addressed to the following:

If to KCATA: Jen Webb, Procurement Buyer
Kansas City Area Transportation Authority
1350 East 17th Street
Kansas City, MO 64108

If to Contractor: _____

- C. The Contractor shall notify KCATA immediately when a change in ownership has occurred or is certain to occur.
- D. The addresses to which notices may be made may be changed from time to time by notice mailed as described above. Any notice given by mail shall be deemed given on the day after that on which it is deposited in the United States Mail as provided above.

25. OWNERSHIP, IDENTIFICATION, AND CONFIDENTIALITY OF WORK

- A. All reports, programs, documentation, designs, drawings, plans, specifications, schedules, and other materials prepared, or in the process of being prepared, for the services to be performed by Contractor shall be and are the property of KCATA and shall be identified in an appropriate manner by a title containing KCATA's name and address.
- B. KCATA shall be entitled to copies of these materials during the progress of the work.
- C. Any such material remaining in the possession of the Contractor or in the possession of a subcontractor upon completion or termination of the work, and for which KCATA has reimbursed the contractor, shall be immediately delivered to KCATA. If any materials are lost, damaged, or destroyed before final delivery to KCATA, the Contractor shall replace them at its own expense, and the Contractor assumes all risks of loss, damage, or destruction of or to such material.
- D. The Contractor may retain a copy of all materials produced under this Contract for its own internal use.
- E. Any KCATA materials to which the Contractor has access or materials prepared by the Contractor shall be held in confidence by the Contractor, who shall exercise all reasonable precautions to prevent the disclosure of confidential information to anyone except the officers, employees, and agents of the Contractor as necessary to accomplish the work set forth in this agreement.
- F. Access to copies of any reports, information, data, etc., available to or prepared or assembled by the Contractor under this Contract shall not be made available to any third party by the Contractor without the prior written consent of KCATA.

26. PRIVACY ACT REQUIREMENTS

- A. The Contractor agrees to comply with and assures the compliance of its employees and subcontractors with, the information restrictions and other applicable requirements of the Privacy Act of 1974, 5 U.S.C. § 552. Among other things, the Contractor agrees to obtain the express consent of the KCATA and/or the Federal Government before the Contractor or its employees operate a system of records on behalf of the KCATA or Federal Government.
- B. The Contractor understands that the requirements of the Privacy Act, including the civil and criminal penalties for violation of that Act, apply to all individuals involved, and that failure to comply with the terms of the Privacy Act may result in termination of the underlying Agreement.
- C. The Contractor agrees that strict privacy will be maintained in the collection, storage, use, transfer, access to and/or security of personnel information. Contractor agrees to protect such information, and to limit the use of the information to that required by the contract.
- D. Contractor shall be liable to each employee for loss of any private or personal information lost or left unsecure by Contractor. Contractor shall not have any personal employee information for any reason outside of this contract.

27. PROHIBITED INTERESTS

- A. No board member, officer, employee or agent of KCATA or of a local public body who has participated or will participate in the selection, award, or administration of this Contract, nor any member of his or her immediate family, business partner or any organization which employs, or intends to employ any of the above during such period, shall have any interest, direct or indirect, in this Contract or the proceeds thereof, to any share or part of this Contract, or to any benefit arising there from. This shall not be construed to prevent any such person from owning stock in a publicly owned corporation.
- B. No member of, or delegates to, the Congress of the United States shall be admitted to any share or part of the Contract, or to any benefit arising there from. This shall not be construed to prevent any such person from owning stock in a publicly owned corporation.

28. PROHIBITED WEAPONS AND MATERIALS

- A. Missouri Revised Statutes, Section 571.107 (R.S.Mo §571.107) allows government units and businesses to prohibit persons holding a concealed carry endorsement from carrying concealed firearms on its premises. Accordingly, KCATA has adopted the following rules prohibiting weapons, whether concealed or not, and whether or not the individual carrying the weapon has an endorsement or permit to carry.
- B. No weapon, including firearms concealed or not, or other instrument intended for use as a weapon, or any object capable of inflicting serious bodily injury upon another person or property may be carried in or on any facility or property of KCATA, including vehicles of contractors parked on KCATA property or leased facilities, or vehicles used in transporting KCATA customers, even if a person has a permit to carry a concealed weapon, unless authorized in writing to do so by KCATA. For the purposes hereof, a weapon shall include, but not be limited to, a firearm, knife, sword, mace, or any instrument of any kind known as blackjack, billy club, club, sandbag, and metal knuckles.
- C. No explosives, flammable liquids, acids, fireworks, other highly combustible materials, radioactive materials, or biochemical materials may be carried on or in any KCATA property, facility, or vehicle, including vehicles of contractors parked on KCATA property or leased facilities, or vehicles used in transporting any KCATA customer, except as authorized in writing by KCATA.
- D. Any contractor, subcontractor, employee or agent thereof, who has a firearm or other weapon, including those used for recreational purposes, in his/her possession, including on his/her person, in a vehicle on an KCATA facility, in a vehicle carrying KCATA customers, or accessible such as in first aid kits, toolboxes, purses, lunch or carrying bags, etc., at any time while performing KCATA contracted services or on KCATA property, including parking lots, concealed or not, shall be immediately prohibited from performing any further KCATA work, even if the person has a permit to carry a concealed weapon.
- E. Any KCATA contractor, subcontractor, employee or agent thereof, while performing KCATA contracted services or on any KCATA property or facilities, who has in his/her possession, carries, transports, displays, uses, flourishes, or threatens another person with a weapon, radioactive material, biochemical material or other dangerous weapon, object or material, which has the capability of inflicting bodily injury, shall be immediately prohibited from performing any further KCATA work and reported to local law enforcement authorities.

29. QUALIFICATION REQUIREMENTS

Qualification requirements, as used in this clause, means a KCATA requirement for testing or other quality assurance demonstration that must have been completed before award. One or more qualification requirements apply to the supplies or services covered by this Contract, whether the covered product or service is in an end item under this agreement or simply a component of an end item. The product or service must be qualified at the time of award of this Contract, whether the Contractor or subcontractor will ultimately provide the product or service in question. If, after award, KCATA discovers that an applicable qualification requirement was not in fact met at the time of award, KCATA may either terminate this Contract for default or allow performance to continue if adequate consideration is offered and KCATA determines the action is otherwise in KCATA's best interest.

30. RECORD RETENTION AND ACCESS

- A. The Contractor agrees that, during the course of this agreement and any extensions thereof, and for three years thereafter, it will maintain intact and readily accessible all data, documents, reports, records, contracts, and supporting materials relating to this Contract in accordance with 2 CFR § 200.33, 49 U.S.C. § 5325(g) and 49 CFR part 633. In the event of litigation or settlement of claims arising from the performance of this Contract, the Contractor agrees to maintain same until such litigation, appeals, claims, or exceptions related thereto have been disposed of.
- B. The Contractor shall permit KCATA, the U.S. Secretary of Transportation, the Comptroller General of the United States, and, as applicable, any local municipality, to inspect all work, materials, construction sites, payrolls, and other data and records, and to audit the books, records, and accounts of the Contractor relating to its performance under this Contract.
- C. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed, and to include this clause in all subcontracts.

31. REQUESTS FOR PAYMENT

- A. Invoices requesting payment shall be submitted electronically to KCATA's dedicated Accounts Payable email at payme@kcata.org. All invoices shall be numbered, dated, and contain full descriptive information of materials or services furnished. All invoices and correspondence shall reference KCATA's contract number and purchase order number. Separate invoices shall be submitted for each purchase order or work (task) order.
- B. Payment by KCATA will be made within the later of 1) 30 days after receipt of a proper invoice, or 2) 30 days after KCATA's acceptance of supplies delivered or services performed by the Contractor. On a final invoice where the payment amount is subject to contract settlement actions, acceptance shall be deemed to have occurred on the effective date of the contract settlement.
- C. All final invoices shall be submitted to KCATA within 90 days of project completion or contract termination. Invoices submitted more than 90 days after project completion or contract termination will not be valid and will not be paid. Contractor indemnifies and holds KCATA harmless for any suit filed for payment of invoices submitted after 90 days of project completion or contract termination.

D. Subcontractor Payments.

1. Prompt Payment. The Contractor shall establish procedures to ensure timely payment of amounts due pursuant to the terms of its subcontracts. The Contractor shall pay each DBE and non-DBE subcontractor for satisfactory performance of its contract, or any billable portion thereof, in accordance with the timing set forth in any applicable laws or no later than 30 days, whichever is less, from the date of the Contractor's receipt of payment from the Authority for work by that subcontractor.
2. Prompt Return of Retainage. If retainage is withheld from subcontractors, the Contractor is required to return any retainage payment to its DBE and non-DBE subcontractors in accordance with the timing set forth in any applicable laws or no later than 30 days, whichever is less, from the date of receipt of the retainage payment from the Authority related to the subcontractor's work. Any delay or postponement of payment from said time frame may occur only for good cause following written approval from KCATA.
3. The Contractor shall certify on each payment request to the Authority that payment has been or will be made to all subcontractors. Lien waivers may be required for the Contractor and its subcontractors. The Contractor shall notify KCATA on or before each payment request, of any situation in which scheduled subcontractor payments have not been made.
4. If a subcontractor alleges that the Contractor has failed to comply with this provision, the Contractor agrees to support any Authority investigation, and if deemed appropriate by the Authority, to consent to remedial measures to ensure that subcontractors are properly paid as set forth herein.
5. The Contractor agrees that the Authority may provide appropriate information to interested subcontractors who inquire about the status of Authority payments to the Contractor.
6. Nothing in this provision is intended to create a contractual obligation between the Authority and any subcontractor or to alter or affect traditional concepts of privity of contract between all parties.

32. RIGHT TO OFFSET

KCATA, without waiver or limitation of any rights, may deduct from any amounts due Contractor in connection with this Contract, or any other contract between Contractor and KCATA, any amounts owed by Contractor to KCATA, including amounts owed by Contractor pursuant to Contractor's obligation to indemnify KCATA against third party claims arising out of Contractor's performance of work under this Contract.

33. SEAT BELT USE POLICY

Contractor agrees to comply with terms of Executive Order No. 13043 and 13513, "Increasing Seat Belt Use in the United States;" 23 U.S.C. part 402; and U.S. DOT Order 3902.10. Contractor is encouraged to include those requirements in each subcontract awarded for work relating to this Agreement.

34. SERVICE MANUAL / WIRING SCHEMATICS

If specified, the Contractor will provide at least one (1) copy of a service manual and at least one (1) copy of wiring schematics for individual components and other schematics and drawings as may be applicable.

35. SEVERABILITY

If any clause or provision of this Contract is held to be invalid illegal or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Contract shall continue in full force and effect.

36. SUBCONTRACTORS

- A. **Subcontractor Approval.** None of the work or services covered by this Contract shall be subcontracted without the prior written approval of KCATA. The only subcontractors approved for this Contract, if any, are listed in an appendix to this Contract. Any substitutions or additions of subcontractors must have the prior written approval of KCATA as set forth herein.
- B. The Contractor is responsible for managing and directing the work of the Subcontractors and for all actions of subcontractors performing work under this Contract. Any contact from Subcontractors to KCATA shall be limited to KCATA's Director of Procurement.
- C. **Subcontractor Payments.** See Requests for Payment Provisions.
- D. **Adequate Provision(s) in Subcontract(s).** Any subcontracts related to this Contract must contain adequate provisions to define a sound and complete agreement. In addition, all subcontracts shall contain contractual provisions or conditions that allow for:
 - 1. Administrative, contractual, or legal remedies in instances where subcontractors violate or breach contract terms, including sanctions and penalties as may be appropriate.
 - 2. Termination for cause and for convenience including the manner by which it will be affected and the basis for settlement.
 - 3. The following provisions if included in this Contract:
 - Acceptance of Services – No Release
 - Agreement in Entirety
 - Assignment
 - Bankruptcy
 - Bonding Requirements
 - Breach of Contract; Remedies
 - Changes
 - Civil Rights
 - Conflicts of Interest
 - Continuity of Services
 - Contractor's Personnel
 - Contractor's Responsibility
 - Dispute Resolution
 - Employee Eligibility Verification
 - Force Majeure
 - General Provisions
 - Governing Law: Choice of Judicial Forum
 - Headings
 - Independent Contractor

Inspection of Services
Insurance
Liability and Indemnification
Licensing, Laws and Regulations
Notification and Communication
Ownership, Identification, and Confidentiality of Work
Privacy Act Requirements
Prohibited Interests
Prohibited Weapons and Materials
Qualification Requirements
Record Retention and Access
Requests for Payment
Right to Offset
Seat Belt Use Policy
Service Manual and Wiring Schematic
Severability
Subcontractors
Suspension of Work
Termination
Texting While Driving and Distracted Driving
Unavoidable Delays
Warranty

- E. The Contractor will take such action with respect to any subcontractor as KCATA or the U.S. Department of Transportation may direct as means of enforcing such provisions of this contract.
- F. KCATA reserves the right to review the Contractor's written agreement with its subcontractors (DBE and non-DBE) to confirm that required federal contract clauses are included.
- G. KCATA may perform random audits and contact minority subcontractors to confirm the reported DBE participation.

37. SUSPENSION OF WORK

KCATA may order the Contractor, in writing, to suspend, delay, or interrupt all or any part of the work under this agreement for the period of time that KCATA determines appropriate for the convenience of KCATA.

38. TERMINATION

- A. **Termination for Convenience.** The KCATA may terminate this Contract, in whole or in part, at any time by written notice to the Contractor when it is in KCATA's best interest. The Contractor will only be paid the Contract price for supplies delivered and accepted, or work or services performed in accordance with the manner of performance set forth in the Contract.
- B. **Funding Contingency.** If this Contract is subject to financial assistance provided by the U.S. Department of Transportation, the Contractor agrees that withdrawal or termination of such financial assistance by the U.S. DOT may require KCATA to terminate the agreement.

C. **Termination for Default.**

1. If the Contractor does not deliver supplies in accordance with the contract delivery schedule or according to specifications, or if the Contract is for services, and the Contractor fails to perform in the manner called for in the Contract, or if the Contractor fails to comply with any other provisions of the Contract, KCATA may terminate this Contract for default. Termination shall be effected by serving a notice of termination on the Contractor setting forth the manner in which the Contractor is in default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth cost of the Contract.
2. If the termination is for failure of the Contractor to fulfill the contract obligations, KCATA may complete the work by contract or otherwise and the Contractor shall be liable for any additional cost incurred by KCATA. If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, KCATA, after setting up a new delivery or performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

D. **Opportunity to Cure.** KCATA in its sole discretion may, in the case of a termination for breach or default, allow the Contractor an appropriately short period of time in which to cure the defect. In such case, the written notice of termination will state the time period in which cure is permitted and other appropriate conditions. If Contractor fails to remedy to KCATA's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within the time period permitted, KCATA shall have the right to terminate the Contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude KCATA from also pursuing all available remedies legal and non-legal against Contractor and its sureties for said breach or default.

E. **Waiver of Remedies for any Breach.** In the event that KCATA elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Agreement, such waiver by KCATA shall not limit KCATA's remedies for any succeeding breach of that or of any other term, covenant, or condition of this Agreement.

F. **Property of KCATA.** Upon termination of this Contract for any reason, and if the Contractor has any property in its possession or under its control belonging to KCATA, the Contractor shall protect and preserve the property or pay KCATA full market value of the property, account for the same, and dispose of it in the manner KCATA directs. Upon termination of this Contract for any reason, the Contractor shall (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to KCATA's Project Manager all data, drawings, specifications, reports, estimates, summaries, and other information and materials accumulated in performing this Contract, whether completed or in process.

39. TEXTING WHILE DRIVING AND DISTRACTED DRIVING

Consistent with Executive Order No. 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009, 23 U.S.C. Section 402 note, and U.S. DOT Order 3902.10, "Text Messaging While Driving," December 30, 2009, the Contractor agrees to promote policies and initiatives for its employees and other personnel that adopt and promote safety policies to decrease crashes by distracted drivers, including policies to ban text messaging while driving, and to encourage each subcontractor to do the same.

40. UNAVOIDABLE DELAYS

- A. A delay is unavoidable only if the delay was not reasonably expected to occur in connection with or during the Contractor's performance, and was not caused directly or substantially by acts, omissions, negligence, or mistakes of the Contractor, the Contractor's suppliers or their agents, and was substantial and in fact caused the Contractor to miss delivery dates, and could not adequately have been guarded against by contractual or legal means.
- B. **Notification of Delays.** The Contractor shall notify the Director of Procurement as soon as the Contractor has, or should have, knowledge that an event has occurred which will cause an unavoidable delay. Within five (5) days, the Contractor shall confirm such notice in writing, furnishing as much as detail as is available.
- C. **Request for Extension.** The Contractor agrees to supply, as soon as such data is available, any reasonable proof that is required by the Director of Procurement to make a decision on any request for extension. The Director of Procurement shall examine the request and any documents supplied by the Contractor and shall determine if the Contractor is entitled to an extension and the duration of such extension. The Director of Procurement shall notify the Contractor of its decision in writing.
- D. It is expressly understood and agreed that the Contractor shall not be entitled to damages or compensation and shall not be reimbursed for losses on account of delays resulting from any cause under this provision, except to the extent the Contractor's delay was attributable to KCATA's non-performance of its duties herein.

41. WARRANTY

- A. The Contractor agrees that equipment, materials, or services furnished under this Agreement, shall be covered by the most favorable warranties the Contractor gives to any customer of such equipment, materials, or services and that the rights and remedies provided herein are in addition to and do not limit any rights afforded to KCATA by any other clause in this Contract.
- B. The Contractor warrants to KCATA, that all products, equipment, and materials furnished under this Contract will be of highest quality and new unless otherwise specified by KCATA, free from faults and defects in workmanship or materials, merchantable, suitable for its intended purpose and in conformance with the Contract. All work not so conforming to these standards shall be considered defective. If required by KCATA, the Contractor shall furnish satisfactory evidence as to the kind and quality of products, equipment, and materials. Further, at a minimum, all such products, equipment or materials must be merchantable, comply with all applicable specifications and laws and be suitable for its intended purposes. The workmanship must be the best obtainable in the various trades.
- C. The work must be of safe, substantial, and durable construction in all respects. The Contractor hereby guarantees the work against defective materials or faulty workmanship for a minimum period of one (1) year after final payment by KCATA and shall replace or repair any defective products, equipment or materials or faulty workmanship during the period of the guarantee at no cost to KCATA.

Upon final acceptance by KCATA of all work to be performed by the Contractor, KCATA shall so notify the Contractor in writing. The date of final acceptance shall commence the warranty period.

Contractor's Initials _____

KCATA's Initials _____

KCATA's Initials _____

ATTACHMENT B
CHECK LIST OF REQUIRED DOCUMENTS

The following forms are required to be submitted as part of your Bid. Your Bid may be considered non-responsive if you fail to submit the required documents for Prime and all sub-consultants at the closing date/time. The electronic copy of these forms can be obtained by going to: http://www.kcata.org/about_kcata/entries/vendor_forms

- Attachment C Bid Response Form
- Attachment D References
- Attachment E Schedule of Participation by Contractor & Subcontractors
- Attachment F Contractor Utilization/Request for Waiver
- Attachment G Letter of Intent to Subcontract with DBE (if utilizing DBE subcontractors or suppliers)
- Attachment H Affidavit of Civil Rights (Completed for Prime and Subcontractors)
- Attachment I-2 KCATA Workforce Analysis/EEO-1 Report
- Attachment J-1 Affidavit of Primary Participants Regarding Employee Eligibility Verification
- Attachment J-2 Affidavit of Lower-Tier Participants Regarding Employee Eligibility Verification (for subcontractors)

**ATTACHMENT C
BID RESPONSE FORM
IFB #G25-7018-26
LIGHTING AND ELECTRICAL SERVICES**

PRICING TABLE 1: REQUIRED PRICING

The bidder shall complete the following pricing table(s) and provide firm, fixed pricing necessary to meet the requirements of the IFB. The bid price shall include, as applicable, all items of labor, materials, tools, equipment, transportation, and other costs necessary to complete the manufacture, delivery, assembly, installation, and drawings, if required, of the materials or services required in this procurement.

Bids shall be submitted on the Bid Response Form provided. **Bids submitted on any other form may be considered non-responsive and therefore may be rejected.** The authorized person signing the bid shall initial any erasures, corrections or other changes appearing on the Bid Response Form. *No written comments, modifications or interlineations to the Bid Response Form will be accepted.*

PRICING TABLE 1- YEAR ONE BASE BID

Item	Description	Locations	Annual Services per Location	Bid Quantity	Bid Units	Unit Price	Total Amt
1	Monthly Administrative Fee	NA	NA	12	Per month		
2	Semi-annual Preventive Maintenance Fee	134	2	268	Per location		
3	Missouri One-Call Locating Services AS NEEDED	118	3	354	Per locate		
4	Kansas One-Call Locating Services AS NEEDED	16	3	48	Per locate		
5	Emergency & Special Repair Services AS NEEDED	NA	NA	80	Hourly Rate One-Person Crew		
6	Emergency & Special Repair Services AS NEEDED	NA	NA	80	Hourly Rate Two-Person Crew		
7	Pre-Season Inspection & Testing Conductive Concrete	14	1	23	Per Cabinet		
8	Post-Season Inspection Conductive Concrete	14	1	23	Per Cabinet		
TOTAL AMOUNT YEAR ONE							

Company Name (Type / Print):	Date:
Authorized Signature: X	Title:

PRICING TABLE 2: YEAR ONE ADD ALTERNATES

The bidder shall provide firm, fixed pricing for the add alternates. Add alternate pricing shall be guaranteed for 45 days. There is no guarantee of acceptance or inclusion of the add alternates in the contract award. Unless stated in this Pricing Section, the KCATA shall assume that absolutely no other fees, expenses, or charges, will be assessed to the KCATA whatsoever in connection with the products/services provided herein and to satisfy the IFB requirements.

Item	Description	Locations	Services per Location	Bid Quantity	Bid Units	Unit Price	Total Amt
1	Monthly Inspection Fee – Main St. MAX	26	12	12	Per month		
2	Monthly Inspection Fee – Troost Ave. MAX	41	12	12	Per month		
3	Monthly Inspection Fee – Prospect Ave. MAX	48	12	12	Per month		
4	Monthly Inspection Fee – State Ave. Connex KCK	16	12	12	Per month		
5	Monthly Inspection Fee Other - North Oak, Blue Ridge Crossing	3	12	12	Per Month		
6	Pre-Event Pre-Heating Turn-on Conductive Concrete	14	5	70	Per Location		
TOTAL AMOUNT YEAR ONE							

Company Name (Type / Print):	Date:
Authorized Signature: X	Title:

PRICING TABLE 3- YEAR TWO BASE BID

Item	Description	Locations	Annual Services per Location	Bid Quantity	Bid Units	Unit Price	Total Amt
1	Monthly Administrative Fee	NA	NA	12	Per month		
2	Semi-annual Preventive Maintenance Fee	134	2	268	Per location		
3	Missouri One-Call Locating Services AS NEEDED	118	3	354	Per locate		
4	Kansas One-Call Locating Services AS NEEDED	16	3	48	Per locate		
5	Emergency & Special Repair Services AS NEEDED	NA	NA	80	Hourly Rate One-Person Crew		
6	Emergency & Special Repair Services AS NEEDED	NA	NA	80	Hourly Rate Two-Person Crew		
7	Pre-Season Inspection & Testing Conductive Concrete	14	1	23	Per Cabinet		
8	Post-Season Inspection Conductive Concrete	14	1	23	Per Cabinet		
TOTAL AMOUNT YEAR TWO							

Company Name (Type / Print):	Date:
Authorized Signature: X	Title:

PRICING TABLE 4: YEAR TWO ADD ALTERNATES

The bidder shall provide firm, fixed pricing for the add alternates. Add alternate pricing shall be guaranteed for 45 days. There is no guarantee of acceptance or inclusion of the add alternates in the contract award. Unless stated in this Pricing Section, the KCATA shall assume that absolutely no other fees, expenses, or charges, will be assessed to the KCATA whatsoever in connection with the products/services provided herein and to satisfy the IFB requirements.

Item	Description	Locations	Services per Location	Bid Quantity	Bid Units	Unit Price	Total Amt
1	Monthly Inspection Fee – Main St. MAX	26	12	12	Per month		
2	Monthly Inspection Fee – Troost Ave. MAX	41	12	12	Per month		
3	Monthly Inspection Fee – Prospect Ave. MAX	48	12	12	Per month		
4	Monthly Inspection Fee – State Ave. Connex KCK	16	12	12	Per month		
5	Monthly Inspection Fee Other - North Oak, Blue Ridge Crossing	3	12	12	Per Month		
6	Pre-Event Pre-Heating Turn-on Conductive Concrete	14	5	70	Per Location		
TOTAL AMOUNT YEAR TWO							

Company Name (Type / Print):	Date:
Authorized Signature: X	Title:

PRICING TABLE 5- OPTION YEAR ONE BASE BID

Item	Description	Locations	Annual Services per Location	Bid Quantity	Bid Units	Unit Price	Total Amt
1	Monthly Administrative Fee	NA	NA	12	Per month		
2	Semi-annual Preventive Maintenance Fee	134	2	268	Per location		
3	Missouri One-Call Locating Services AS NEEDED	118	3	354	Per locate		
4	Kansas One-Call Locating Services AS NEEDED	16	3	48	Per locate		

5	Emergency & Special Repair Services AS NEEDED	NA	NA	80	Hourly Rate One-Person Crew		
6	Emergency & Special Repair Services AS NEEDED	NA	NA	80	Hourly Rate Two-Person Crew		
7	Pre-Season Inspection & Testing Conductive Concrete	14	1	23	Per Cabinet		
8	Post-Season Inspection Conductive Concrete	14	1	23	Per Cabinet		
TOTAL AMOUNT OPTION YEAR ONE							

Company Name (Type / Print):	Date:
Authorized Signature: X	Title:

PRICING TABLE 6: OPTION YEAR ONE ADD ALTERNATES

The bidder shall provide firm, fixed pricing for the add alternates. Add alternate pricing shall be guaranteed for 45 days. There is no guarantee of acceptance or inclusion of the add alternates in the contract award. Unless stated in this Pricing Section, the KCATA shall assume that absolutely no other fees, expenses, or charges, will be assessed to the KCATA whatsoever in connection with the products/services provided herein and to satisfy the IFB requirements.

Item	Description	Locations	Services per Location	Bid Quantity	Bid Units	Unit Price	Total Amt
1	Monthly Inspection Fee – Main St. MAX	26	12	12	Per month		
2	Monthly Inspection Fee – Troost Ave. MAX	41	12	12	Per month		
3	Monthly Inspection Fee – Prospect Ave. MAX	48	12	12	Per month		
4	Monthly Inspection Fee – State Ave. Connex KCK	16	12	12	Per month		
5	Monthly Inspection Fee Other - North Oak, Blue Ridge Crossing	3	12	12	Per Month		
6	Pre-Event Pre-Heating Turn-on Conductive Concrete	14	5	70	Per Location		
TOTAL AMOUNT OPTION YEAR ONE							

Company Name (Type / Print):	Date:
Authorized Signature: X	Title:

ATTACHMENT C – BID RESPONSE FORM (Continued)

The undersigned, acting as an authorized agent or officer for the Bidder, does hereby agree to the following:

1. The offer submitted is complete and accurate, including all forms required for submission in accordance with the terms and conditions listed in this Invitation for Bids and any subsequent Addenda. The Bidder shall immediately notify the KCATA in the event of any change.
2. The quantities specified are based upon the best available estimates and do not determine the actual amount the Authority shall order during the contract period. The quantities are subject to change. Payments will be based on actual quantities order based on the unit rates quoted.
3. The undersigned agrees to furnish and deliver the items or perform services as described herein for the consideration stated in accordance with the terms and conditions listed in the KCATA IFB. The rights and obligations of the parties to any resultant purchase order/contract shall be subject to and governed by this document and any documents attached or incorporated herein by reference.

Company Name (Type / Print)

Date

Address / City / State / Zip

Authorized Signature

Title

Name (Type / Print)

Telephone #

Facsimile #

E-mail Address

**ATTACHMENT D
REFERENCES
IFB #G25-7018-26
LIGHTING AND ELECTRICAL SERVICES**

Work accomplished by Contractor which best illustrates current qualification relevant to this project:

Job Description: _____
Contract Amount: _____
Time to Complete Job: _____
Owner & Location: _____
Contact Name: _____ Telephone No.: _____
E-mail Address: _____ Contract Date: _____ to _____

Job Description: _____
Contract Amount: _____
Time to Complete Job: _____
Owner & Location: _____
Contact Name: _____ Telephone No.: _____
E-mail Address: _____ Contract Date: _____ to _____

Job Description: _____
Contract Amount: _____
Time to Complete Job: _____
Owner & Location: _____
Contact Name: _____ Telephone No.: _____
E-mail Address: _____ Contract Date: _____ to _____

Job Description: _____
Contract Amount: _____
Time to Complete Job: _____
Owner & Location: _____
Contact Name: _____ Telephone No.: _____
E-mail Address: _____ Contract Date: _____ to _____

SCHEDULE OF PARTICIPATION BY CONTRACTOR & SUBCONTRACTORS

Project # _____ **Description:** _____ **Date:** _____

Form must include prime contractor and subcontractor performing work. Must be submitted at the time of bid.

PRIME CONTRACTOR					
Name and Address	Telephone No. Fax No.	Type of Work To Be Performed	NAICS Code	Value of Work	DBE % Participation
				\$	%
PARTICIPATION BY SUBCONTRACTOR(S) AND MAJOR SUPPLIERS - DBE & NON-DBE					
Name and Address	Telephone No. Fax No.	Type of Work To Be Performed	NAICS Code	Value of Work	DBE % Participation
				\$	%
				\$	%
				\$	%
				\$	%

TOTAL VALUE OF WORK \$ _____

TOTAL CONTRACT VALUE OF WORK
(FROM BID FORM) \$ _____

TOTAL DBE PARTICIPATION \$_____

TOTAL PERCENTAGE OF DBE PARTICIPATION		%
1	2	3
4	5	6
7	8	9
10	11	12
13	14	15
16	17	18
19	20	21
22	23	24
25	26	27
28	29	30
31	32	33
34	35	36
37	38	39
40	41	42
43	44	45
46	47	48
49	50	51
52	53	54
55	56	57
58	59	60
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64	65	66
67	68	69
70	71	72
73	74	75
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79	80	81
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361	362	363
364	365	366
367		

THE UNDERSIGNED WILL ENTER INTO A FORMAL AGREEMENT WITH THE SUBCONTRACTOR(S) FOR THE WORK LISTED ON THIS SCHEDULE.

Prime Contractor (Type/Print) _____ Date _____

Authorized Signature _____ Title _____

Name (Type/Print) Telephone #/Fax #

ATTACHMENT F
CONTRACTOR UTILIZATION PLAN/REQUEST FOR WAIVER

Project Number _____ Project _____

Title _____

Prime Contractor _____

STATE OF _____)
) SS
COUNTY OF _____)

I, _____, of lawful age and upon my oath state as follows:

1. This Affidavit is made for the purpose of complying with the provisions of the Disadvantaged Business Enterprise (DBE) submittal requirements on the above project and the DBE Program and is given on behalf of the Bidder/Proposer listed below. It sets out the Bidder/Proposer's commitment to utilize DBE contractors on the project.
2. The project goal for DBE Participation is _____%. Bidder/Proposer assures that it will utilize a minimum of the following percentages of DBE participation in the above project:

BIDDER/PROPOSER DBE PARTICIPATION COMMITMENT: _____%

3. The following are the DBE subcontractors whose utilization Bidder/Proposer warrants will meet or exceed the above-listed Bidder/Proposer Participation. Bidder/Proposer warrants that it will utilize the DBE subcontractors to provide the goods/services described in the applicable Letter(s) of Intent to Subcontract, (copies of which shall collectively be deemed incorporated herein). ***All firms must currently be certified with the Missouri Regional Certification Committee (MRCC) under 49 CFR Part 26. List additional DBEs, if any, on an additional page and attach to this form.***

- a. Name of DBE Firm _____ % of Work _____
Address _____
Telephone No. _____
Taxpayer ID No. _____
- b. Name of DBE Firm _____ % of Work _____
Address _____
Telephone No. _____
Taxpayer ID No. _____
- c. Name of DBE Firm _____ % of Work _____
Address _____
Telephone No. _____
Taxpayer ID No. _____

TOTAL DBE \$ AMOUNT ON PROJECT: \$ _____

TOTAL DBE % COMMITTED TO PROJECT: _____%

ATTACHMENT F (Continued)

4. Bidder/Proposer acknowledges that the monetary amount to be paid each listed DBE for their work, and which is approved herein, is an amount corresponding to the percentage of the total contract amount allocable to each listed DBE as calculated in the **Schedule of Participation by Contractor and Subcontractors** form. Bidder/Proposer further acknowledges that this amount may be higher than the subcontract amount listed therein as change orders and/or amendments changing the total contract amount may correspondingly increase the amount of compensation due a DBE for purposes of meeting or exceeding the Bidder/Proposer participation commitment.
5. Bidder/Proposer acknowledges that it is responsible for considering the effect that any change orders and/or amendments changing the total contract amount may have on its ability to meet or exceed the Bidder/Proposer participation. Bidder/Proposer further acknowledges that it is responsible for submitting a **Request for Modification or Substitution** form if it will be unable to meet or exceed the Bidder/Proposer participation set forth herein.
6. If Bidder/Proposer has not achieved the DBE commitment set for this Project, Bidder/Proposer hereby requests a waiver of the DBE commitment that Bidder/Proposer has failed to achieve.
7. Bidder/Proposer will present documentation of its good faith efforts, a narrative summary detailing its efforts and the reasons its efforts were unsuccessful when requested by KCATA.
8. I hereby certify that I am authorized to sign this Affidavit on behalf of the Bidder/Proposer named below and who shall abide by the terms set forth herein:

Bidder/Proposer Primary Contact: _____

Address: _____

Phone Number: _____ Facsimile number: _____

E-mail Address: _____

By _____
(Signature)

Title _____

Date _____
(Attach corporate seal if applicable)

NOTARY:

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

My Commission Expires: _____

Notary Public

(Seal)

ATTACHMENT G
LETTER OF INTENT TO SUBCONTRACT
(Required only if subcontracting with diverse firms)

KCATA IFB #G25-7018-26
LIGHTING AND ELECTRICAL SERVICES

_____ (“Prime Contractor”) agrees to enter into a contractual agreement with _____ (“Diverse Subcontractor”), who will provide the following goods/services in connection with the above-referenced contract:

(Insert a brief narrative describing the goods/services to be provided. Broad categorizations (e.g., “electrical,” “plumbing,” etc.) or the listing of the NAICS Codes in which Diverse Subcontractor is certified are insufficient and may result in this Letter of Intent to Subcontract not being accepted.)

DIVERSITY CERTIFICATION: _____ DBE _____ SBE _____ MBE _____ WBE _____ SLBE

CERTIFYING AGENCY(IES): _____

CERTIFIED CAPACITIES (NAICS): _____
Subcontractor to provide copies of current, valid certification(s) listing all eligible disciplines (NAICS).

Prime Contractor agrees to utilize Diverse Subcontractor in the capacities indicated herein, and Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.

Signature: Prime Contractor

Signature: Subcontractor

Print Name

Print Name

Title

Date

Title

Date

ATTACHMENT H
AFFIDAVIT OF CIVIL RIGHTS COMPLIANCE

STATE OF _____

COUNTY OF _____

On this ____ day of _____, 20____, before me appeared _____, personally known by me or otherwise proven to be the person whose name is subscribed on this affidavit and who, being duly sworn, stated as follows: I am the _____ (title) of _____ (business entity) and I am duly authorized, directed or empowered to act with full authority on behalf of the business entity in making this affidavit.

I hereby swear or affirm that the business entity complies with the following:

A. Nondiscrimination in Federal Public Transportation Programs.

1. Contractor must prohibit:
 - a. discrimination based on race, color, religion, national origin, sex (including sexual orientation, disability, or age;
 - b. exclusion from participation in employment or a business opportunity for reasons identified in 49 U.S.C. § 5332;
 - c. denial of program benefits in employment or a business opportunity identified in 49 U.S.C. § 5332; and
 - d. discrimination identified in 49 U.S.C. § 5332, including discrimination in employment or a business opportunity identified in 49 U.S.C. § 5332.
2. Contractor must follow the most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance. However, FTA does not require an Indian Tribe to comply with FTA program specific guidelines for Title VI when administering its agreement supported with federal assistance under the Tribal Transit Program.

B. Nondiscrimination – Title VI of the Civil Rights Act.

1. Contractor must prohibit discrimination based on race, color, or national origin;
2. Contractor must comply with a) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, et seq.; b) U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR Part 21; and c) Federal transit law, specifically 49 U.S.C. § 5332.
3. Contractor must follow a) the most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance; b) U.S. DOJ, "Guidelines for the enforcement of Title VI, Civil Rights Act of 1964," 28 C.F.R. § 50.3; and c) all other applicable federal guidance that may be issued.

KCATA AFFIDAVIT OF CIVIL RIGHTS COMPLIANCE (PAGE 2)

C. Equal Employment Opportunity.

1. Federal Requirements and Guidance. Contractor must prohibit discrimination based on race, color, religion, sex, sexual orientation, or national origin; and
 - a. Comply with: (a) Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et seq.;
 - b. Comply with Title I of the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §§ 12101, et seq.;
 - c. Comply with federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of FTA's Master Agreement;
 - d. Comply with FTA Circular 4704.1 "Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients"; and
 - e. Follow other federal guidance pertaining to EEO laws, regulations, and requirements.
2. Indian Tribes. Contractors will recognize that Title VII of the Civil Rights Act of 1964, as amended exempts Indian Tribes under the definition of "Employer".
3. Nondiscrimination on the Basis of Sex. The Contractor agrees to comply with all Federal prohibitions against discrimination based on sex, including Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681, et seq., U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR part 25; and federal transit law, specifically 49 U.S.C. § 5332.
4. Nondiscrimination on the Basis of Age. In accordance with the Age Discrimination in Employment Act, 29 U.S.C. §§ 621-634, U.S. Equal Employment Opportunity Commission (U.S.EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625, the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 et seq., which prohibits discrimination against individuals based on age in the administration of Programs, Projects and related activities receiving federal assistance; U. S. Department of Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F. R. part 90, and Federal transit law at 49 U.S.C. §5332.
5. Nondiscrimination on the Basis of Disability. In accordance with section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination based on disability in the administration of federally assisted programs, projects or activities; the Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. §12101 et seq., the Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities; Federal transit law, specifically 49 U.S.C. § 5332, and other applicable federal laws, regulations, and requirements pertaining to access for seniors or individuals with disabilities. The Contractor agrees that it will not discriminate against individuals on the basis of disability. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
6. Access to Services for Persons with Limited English Proficiency. Compliance to provide meaningful access to public transportation services in accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, et seq., and its implementing regulation at 28 CFR § 42.405(d), and applicable U.S. Department of Justice guidance.

KCATA AFFIDAVITS OF CIVIL RIGHTS COMPLIANCE (PAGE 3)

7. Promoting Free Speech and Religious Liberty. All Federal funding must be expended in full accordance with the U.S. Constitution, Federal Law, and statutory and public policy requirements, including but not limited to, those prohibiting discrimination and protecting free speech, religious liberty, public welfare, and the environment.
- D. Contractor understands that it is required to include this Article in all subcontracts. Failure by the Contractor to carry out these requirements or to include these requirements in any subcontract is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as the KCATA deems appropriate, including but not limited to withholding monthly progress payments and/or disqualifying the Contractor from future bidding as non-responsible.

Affiant's Signature

Date

Subscribed and sworn to me before this _____ day of _____, 2025.

Notary Public Signature

Date

My Commission expires: _____

ATTACHMENT I-1
GUIDELINES FOR COMPLETING
KCATA WORKFORCE ANALYSIS/EEO-1 REPORT

Contractor shall apply the following definitions to the categories in the attached Workforce Analysis/EEO-1 Report form. Contractors must submit the Workforce/Analysis form to be considered for contract award. The form is also required for all subcontractors.

A. RACIAL/ETHNIC

1. **White** (not of Hispanic origin): All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
2. **Black** (not of Hispanic origin): All persons having origins in any of the Black racial groups of Africa.
3. **Hispanic**: All persons of Mexican, Puerto Rican, Cuban, Central or South American origin, regardless of race.
4. **ASIAN or PACIFIC ISLANDER**: All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.
5. **AMERICAN INDIAN or ALASKAN NATIVE**: All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

B. JOB CATEGORIES

1. **OFFICIALS and MANAGERS**: Includes chief executive officers, presidents, vice-presidents, directors and kindred workers.
2. **Professionals**: Includes attorneys, accountants and kindred workers.
3. **Technicians**: Includes computer programmers and operators, drafters, surveyors, highway technicians, inspectors and kindred workers.
4. **Sales Workers**: Includes contract sales representatives, purchasing agents, customer relations representatives and kindred workers.
5. **OFFICE and CLERICAL**: Includes secretaries, bookkeepers, clerk typists, payroll clerks, accounts payable clerks, receptionists, switchboard operators and kindred workers.
6. **Craft Workers** (skilled): Includes mechanics and repairers, electricians, carpenters, plumbers and kindred workers.
7. **Operatives** (semi-skilled): Includes bricklayers, plaster attendants, welders, truck drivers and kindred workers.
8. **Laborers** (unskilled): Includes laborers performing lifting, digging, mixing, loading and pulling operations and kindred workers.
9. **Service Workers**: Includes janitors, elevator operators, watchmen, chauffeurs, attendants and kindred workers.

ATTACHMENT I-2 --- KCATA WORK FORCE ANALYSIS/EEO-1 REPORT

Report all permanent, temporary, or part-time employees including apprentices and on-the-job trainees. Enter the appropriate figures on all lines and in all columns. All blank spaces will be considered zero. This form is also required for subcontractors and major suppliers on a project.

Job Categories	Number of Employees (Report employees in only one category)														
	Race/Ethnicity														
	Hispanic or Latino		Not Hispanic or Latino												Total Col A-N
			Male						Female						
	Male	Female	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Executive/Senior-Level Officials and Managers															
First/Mid-Level Officials and Managers															
Professionals															
Technicians															
Sales Workers															
Administrative Support Workers															
Craft Workers															
Operatives															
Laborers and Helpers															

Service Workers															
TOTAL															
PREVIOUS YEAR TOTAL															
TYPE OF BUSINESS	<input type="checkbox"/> Manufacturing		<input type="checkbox"/> Wholesale		<input type="checkbox"/> Construction		<input type="checkbox"/> Regular Dealer		<input type="checkbox"/> Selling Agent		<input type="checkbox"/> Service Establishment			<input type="checkbox"/> Other	

Signature of Certifying Official

Printed Name and Title

Date Submitted

Company Name

Address/City/State/Zip Code

Telephone Number/Fax Number

ATTACHMENT J-1
AFFIDAVIT OF PRIMARY PARTICIPANTS
COMPLIANCE WITH SECTION 285.500 RSMO, ET SEQ.
REGARDING EMPLOYEE ELIGIBILITY VERIFICATION

STATE OF _____

COUNTY OF _____

On this _____ day of _____, 20____, before me appeared _____, personally known by me or otherwise proven to be the person whose name is subscribed on this affidavit and who, being duly sworn, stated as follows: I am the _____ (title) of _____ (business entity) and I am duly authorized, directed or empowered to act with full authority on behalf of the business entity in making this affidavit.

I hereby swear or affirm that the business entity does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under federal law to work in the United States as defined in 8 U.S.C. §1324a(h)(3).

I hereby additionally swear or affirm that the business entity is enrolled in an electronic verification of work program operated by the United States Department of Homeland Security (E-Verify) or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986, and that the business entity will participate in said program with respect to any person hired to perform any work in connection with the contracted services.

I have attached hereto documentation sufficient to establish the business entity's enrollment and participation in the required electronic verification of work program. I shall require that the language of this affidavit be included in the award documents for all sub-contracts exceeding \$5,000.00 at all tiers and that all subcontractors at all tiers shall affirm and provide documentation accordingly.

Affiant's signature

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

Notary Public

My Commission expires: _____

NOTE: An example of acceptable documentation is the E-Verify Memorandum of Understanding (MOU) – a valid, completed copy of the first page identifying the business entity and a valid copy of the signature page completed and signed by the business entity, the Social Security Administration and the Department of Homeland Security. Firms may register at <https://www.e-verify.gov/>

ATTACHMENT J-2
AFFIDAVIT OF LOWER-TIER PARTICIPANT
COMPLIANCE WITH SECTION 285.500 RSMO, ET SEQ.
REGARDING EMPLOYEE ELIGIBILITY VERIFICATION

STATE OF _____

COUNTY OF _____

On this _____ day of _____, 20____, before me appeared _____, personally known by me or otherwise proven to be the person whose name is subscribed on this affidavit and who, being duly sworn, stated as follows: I am the _____ (title) of _____ (business entity) and I am duly authorized, directed or empowered to act with full authority on behalf of the business entity in making this affidavit.

I hereby swear or affirm that the business entity does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under federal law to work in the United States as defined in 8 U.S.C. §1324a(h)(3).

I hereby additionally swear or affirm that the business entity is enrolled in an electronic verification of work program operated by the United States Department of Homeland Security (E-Verify) or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986, and that the business entity will participate in said program with respect to any person hired to perform any work in connection with the contracted services.

I have attached hereto documentation sufficient to establish the business entity's enrollment and participation in the required electronic verification of work program. I shall require that the language of this affidavit be included in the award documents for all sub-contracts exceeding \$5,000.00 at all tiers and that all subcontractors at all tiers shall affirm and provide documentation accordingly.

Affiant's signature

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

Notary Public

My Commission expires: _____

NOTE: An example of acceptable documentation is the E-Verify Memorandum of Understanding (MOU) – a valid, completed copy of the first page identifying the business entity and a valid copy of the signature page completed and signed by the business entity, the Social Security Administration and the Department of Homeland Security. Firms may register at <https://www.e-verify.gov/>

ATTACHMENT O
LIST OF POTENTIAL VENDORS

Black & McDonald Inc
6001 E front St
Kansas City MO 64120
816-483-0257
jmathes@blackandmcdonald.com

Mark One Electric Company
1414 Genesee St
Kansas City MO 64102
816-842-7023
otto.sweet@markone.com

Capital Electric
2801 Fairfax Trafficway
Kansas City KS 66115
816-472-9500
kallie.holt@capitalelectric.com

Alpha Energy Electric Inc
1100 East 34th Street
Kansas City MO 64109
816-421-6767
gabriel@alphaee.com

Fat Boy Electric Inc
11515 Hickman Mills Dr
Kansas City MO 64134
816-861-6600
estimating@fatboyelectric.com