



# SEDGWICK COUNTY, KANSAS

## DIVISION OF FINANCE

### Purchasing Department

| 604 N. Main, Suite F

| Wichita, KS 67203

| Telephone (316) 660-7255

| Fax (316) 383-7055

## REQUEST FOR PROPOSAL PROPOSAL # 05-25340

### LOFT BUNK BEDS

September 26, 2005

Sedgwick County, Kansas (hereinafter referred to as *County*) desires to acquire (90) ninety Loft Bunk Beds for the Sedgwick County Detention Facility. It is anticipated that an official purchase order will be issued for service(s) and/or product(s) after the Board of County Commission approval of the recommended proposal. It should be noted, however, that the County cannot guarantee the purchase of the service(s) and/or product(s) described herein.

A **MANDATORY PRE-PROPOSAL MEETING AND SITE VISIT** will be held at the Sedgwick County Detention Facility located at 141 W Elm, Wichita, KS. 67203 on Monday, October 03, 2005 beginning at 1:00 p.m.

Carefully review this Request for Proposal, it provides specific technical information necessary to aid participating firms in formulating a thorough response. Should you elect to participate, submit one (1) original and two (2) copies of the entire document with any supplementary materials **NO LATER THAN 1:45 p.m. CDT, Tuesday, October 18, 2005**. Responses must be sealed and marked on the lower left-hand corner with the firm name and address, proposal number, proposal due date, and proposal opening time. Late or incomplete responses will not be accepted and will not receive consideration for final award.

Proposed base pricing may be disclosed at a public meeting to receive and file responses of this and other solicitations, and at the Sedgwick County Board of Bids and Contracts meeting. Because purchases of this nature require the expenditure of public funds and/or public facilities, it should be noted that all other information provided will be considered proprietary and will **NOT** be divulged during the proposal review process. The successful proposer will understand, however, that portions (potentially all) of their proposal (including any final contracts) will become public record after its acceptance by the Board of County Commissioners.

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James A. McComas  
Purchasing Agent

## **1. ABOUT THIS DOCUMENT**

This document is a Request for Proposal. It differs from a Request for Bid or Quotation in that the County is **seeking a solution**, as described on the cover page and in the following Background Information section, **not a bid or quotation** meeting firm specifications for the lowest price. As such, **the lowest price proposed will not guarantee an award** recommendation. As defined in Charter Resolution No. 57, Competitive Sealed Proposals will be evaluated based upon criteria formulated around the most important features of the product(s) and/or service(s), of which quality, testing, references, service, availability or capability, may be overriding factors, and price may not be determinative in the issuance of a contract or award. The proposal evaluation criteria should be viewed as standards that measure how well a vendor's approach meets the desired requirements and needs of the County. Those criteria that will be used and considered in evaluation for award are set forth in this document. The County will thoroughly review all proposals received. The County will also utilize its best judgment when determining whether to schedule a pre-proposal conference, before proposals are accepted, or meetings with vendors, after receipt of all proposals. A Purchase Order/Contract will be awarded to a qualified vendor submitting the best proposal. **Sedgwick County reserves the right to select, and subsequently recommend for award, the proposed service(s) and/or product(s) which best meets its required needs, quality levels and budget constraints.**

## **2. GENERAL & BACKGROUND INFORMATION**

Sedgwick County, located in south-central Kansas, is the most populous of Kansas' 105 counties with a population estimated at more than 450,000 persons. It is the sixteenth largest in area, with 1,008 square miles, and reportedly has the second highest per capita wealth among Kansas counties. Organizationally, the County is a Commission/Manager entity, employs nearly 2700 persons, and hosts or provides a full range of municipal services, e.g., public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

The Sedgwick County Sheriff's Office has existed for 135 years, and has been guided by 38 different Sheriffs since its inception in 1870. Currently, the department has over 500 employees and is one of the busiest departments in the state of Kansas. The Sheriff's Office is responsible for the Detention Facility. The Detention Facility houses approximately 1400 inmates at any given time. The Sheriff's Office books and processes approximately 35,000 to 40,000 inmates each year. The Sedgwick County Detention Facility desires to increase the housing capacity of the current detention facility by a maximum of ninety (90) additional inmates as a temporary measure to relieve overcrowding. This goal will be accomplished by installing Loft Bunk Beds to existing beds through out the facilities dormitory and direct pod areas.

## **3. OBJECTIVES**

The County has identified the following objectives for securing Loft Bunk Beds described herein:

- Obtain a Loft Bunk Bed design that will attach (bolt) to existing beds.
- Procure Loft Bunk Beds meeting the parameters, conditions and mandatory requirements presented in this document.
- Select a vendor who provides the best-proven "track-record" in performance, installation, service, quality and customer satisfaction.
- Select a vendor who can meet all installation time requirements.
- Procure bunk beds with the most advantageous overall cost to the County.

## **4. SELECTION CRITERIA**

The selection process will be based on the responses to this Request for Proposal and any interviews required to verify the ability of proposer to provide information in response to this document. Vendors will not be compensated for their participation in this selection process. A committee will judge each firm's response as determined by meeting the following criteria:

1. Meeting or exceeding all Request for Proposal Conditions and miscellaneous instructions as outlined herein, and the clarity, completeness and comprehensiveness of the proposal.
2. Proven ability to provide high quality products with superior service within the specifications,

mandatory requirements, miscellaneous instructions and conditions as outlined in this and future related documents. Such ability will be determined by:

- a. Providing four (4) references verifying exemplary service. These references MUST have received service(s) and/or product(s) similar to those proposed under this RFP. Provide the business name, address, contact name, phone number, length of service contract for each site, and a brief description of product installation.
- b. Meeting or exceeding all vendor qualification requirements.
- c. Meeting or exceeding all mandatory requirements.
- d. Meeting or exceeding all minimum requirements.
- e. Providing the County with the most advantageous proposal.

*The review committee will select the proposals which appear most beneficial. These proposers may be asked to provide a marketing presentation to the review committee during the evaluation period. No negotiations, decisions, or actions will be initiated by any firm as a result of any verbal discussion with any County employee prior to the completion of the request for proposal (RFP) process. Sedgwick County reserves the right to select, and subsequently recommend for award, the proposed service or product which best meets its required needs, quality levels, and budget constraints.*

## **5. INSURANCE REQUIREMENTS**

Liability insurance coverage shall be considered as primary and not as excess insurance. The carrier(s) shall provide thirty (30) days written notice to the County by registered mail prior to any modification, cancellation, non-renewal or other change in coverage. The policies must be effective prior to the commencement of work and must remain in force until termination of work under this contract. In the event of interruption of coverage for any reason, all work under the contract shall cease and shall not resume until coverage has been restored.

If at any time during the term of this contract or any extension thereof, any required policies of insurance should expire, or are canceled, it will be the responsibility of the proposer to furnish to the County a Certificate of Insurance indicating renewal or an acceptable replacement of the expiring policy prior to the expiration or insured. The following minimum coverage is generally required of vendors providing services:

Workers Compensation	
Applicable State Statutory Employers' Liability	\$100,000.00
Contractor's Liability Insurance	
Form of insurance shall be by a Comprehensive General liability and comprehensive Automobile Liability	
Bodily Injury	
Each Occurrence	\$500,000.00
Aggregate	\$500,000.00
Property Damage	
Each Occurrence	\$500,000.00
Aggregate	\$500,000.00
Personal Injury	
Each Person Aggregate	\$500,000.00
General Aggregate	\$500,000.00
Automobile Liability – Owned, Non-owned and Hired	
Bodily Injury Each Person	\$100,000.00
Bodily Injury Each Occurrence	\$500,000.00

## **6. INDEMNIFICATION**

The successful firm shall hold Sedgwick County harmless from and indemnify it against all liability, including attorneys fees, which may arise from and accrue directly from the performance of the work or any obligation of the successful firm or failure of the successful firm to perform any work or obligation provided for in the agreement.

## 7. PAYMENT TERMS

Payments for all specified service(s) and/or product(s) to the successful proposer can be made with the following criteria taken into consideration:

- Delivery of the proposed service(s) or product(s);
- Successful set-up, installation, implementation and/or completion of the service(s) or product(s) delivered;
- Receipt of a detailed invoice;
- Final payment won't be made until above conditions are met.

## 8. TENATIVE TIME LINE

The following dates are provided for information purposes and are subject to change without notice. Contact James McComas, Purchasing Department at (316) 660-7255 to confirm any and all dates.

Distribution of Request for Proposal to interested parties	September 26, 2005
Mandatory Pre-Proposal Meeting	October 03, 2005
Clarification, Information and Questions submitted in writing by 5:00 p.m. CDT	October 04, 2005
Addendum Issued	October 06, 2005
Sealed proposals due before 1:45 p.m. CDT	October 18, 2005
Evaluation Period	October 19, 2005 – October 25, 2005
Board of Bids and Contracts Recommendation	October 26, 2005
Board of County Commission Award	November 02, 2005

## 9. QUESTIONS and CLARIFICATIONS

All requests for clarifications of the RFP process should be directed to James McComas, at (316) 660-7255, or e-mail [jmccomas@sedgwick.gov](mailto:jmccomas@sedgwick.gov). All questions must be submitted in writing by 5:00 p.m. CDT, October 04, 2005. Answers will be provided in written form as an addendum and will be posted on the County website at [www.sedgwickcounty.org/purchasing](http://www.sedgwickcounty.org/purchasing) by October 06, 2005. **Vendors are responsible for checking the web site and acknowledging any addendums on the proposal response form.**

## 10. DELIVERY

Price(s) proposed must include shipping, handling, in-side delivery, (FOB to the Sedgwick County Detention Facility located at 141 W Elm, Wichita, KS. 67203) installation, removal and clean up of any debris and old equipment. The successful vendor is responsible for maintaining a safe work environment and upon completion of installation, returning the workspace or area to its original state as approved by the County.

## 11. MANDATORY FIRM REQUIREMENTS

This section lists the criteria to be considered in evaluating the ability of firms interested in providing the service(s) and/or product(s) specified in this RFP. Firms must meet or exceed these qualifications to be considered for award. Specific responses to each must be provided in the accompanying Response Form. Firms must:

1. Have proper certification(s) or license(s) to distribute, deal, install and service proposed product(s) at the time of proposal closing.
2. Have the capacity to acquire all required bonds or insurances.
3. Have provided service(s) and/or product(s) similar to those specified in this RFP.
4. Provide contact name(s), title(s), qualification(s), phone number(s) and e-mail address(s) of lead professional personnel assigned to the County account.
5. Complete a Criminal History Background Check Certification for each (non-incarcerated) employee, indicating the employee's name, birth date, address, and telephone number.
6. Certify that all (non-incarcerated) personnel assigned to perform services to Sedgwick County will pass a criminal history background check (performed by Sedgwick County Sheriff's Office)

and that no convictions exist for any felony or any crime involving larceny or dishonesty/false statement.

7. Provide detailed project supervision and quality control procedures.
8. Have appropriate material, equipment and labor to perform job safely and efficiently. All costs associated with meeting this requirement will be the sole responsibility of the vendor.
9. Provide four (4) references verifying exemplary service. These references MUST have received service(s) and/or product(s) similar to those proposed under this RFP. Provide the business name, address, contact name, phone number and a brief description of product installation.
10. Discuss any current local, state or federal violations and any ongoing litigation that may cause conflicts or affect the ability of the vendor to provide service(s) and/or product(s).
11. Wear company uniform or ID badge for identification purposes.

## **12. MINIMUM REQUIREMENTS AND SPECIFICATIONS**

The County desires the most acceptable service(s) and product(s) available. The following specifications outline the minimum design and performance requirements for this RFP. Minimum requirements are provided to assist vendors in submitting a thorough response that meets the County's objectives. Proposals received must reflect in detail their inclusion and the degree provided. Vendors may propose methodologies which meet the purpose and meaning of the listed requirements, but should note that the proposed service(s) and product(s) which meets all, or most closely meets the specifications will be recommended for award within the listed selection criteria. The successful proposer must:

1. Submit a detailed design and/or solution that meets the requirements and specifications stated in this RFP.
2. Submit detailed price for Loft Bunk Bed, Ladder and Drawers. Pricing should include any modifications and/or fabrication required to meet design requirements.
3. Submit detailed price for installation. Pricing should include all labor.
4. Provide warranty information for proposed design, product and/or installation.
5. Provide a detailed project timeline to include but not limited to delivery, set-up, installation, number of employees and labor hours required to complete project.
6. Loft Bunk Beds must be:
  - a. QTY – 90 each
  - b. Bolted to the existing bed and wall.
  - c. Made of similar material as existing bed.
  - d. Smooth and Rounded on all edges to include but not limited to any welded areas.
  - e. Free of any sharp surface.
  - f. Similar in Color to existing bed.
  - g. Approximately
    - i. Height – 64”
    - ii. Width – 26.25”
    - iii. Length – 75.5”
    - iv. Distance between bunks – 34”
    - v. Weight Capacity – 400 lbs
7. Ladder must be:
  - a. QTY – 90 each
  - b. Bolted to bunk frame.
  - c. Made of similar material as existing bed.
  - d. Smooth and Rounded on all edges to include but not limited to any welded areas.
  - e. Free of any sharp surface.
  - f. Similar in Color to existing bed.
  - g. Approximately
    - i. Height – 39”
    - ii. Width – 12”
    - iii. Weight Capacity – 400 lbs
8. Drawers must be:

- a. QTY – 180 ea
- b. Bolted to lower bunk frame.
- c. Made of similar material as existing bed.
- d. Similar in Color to existing bed.
- e. Approximately
  - i. Width - 24”
  - ii. Length - 24”
  - iii. Depth – 8”
- f. Lockable
  - i. Lock Specifications
    1. CCL Security Products
    2. Model 02066
    3. Keyed to Detention Facility Standards
9. Maintain a safe work environment and upon completion of installation in each cell area, return the workspace or area to its original state as approved by the County.
10. Leave the work area clean and free of materials, tools, equipment and debris daily.
11. Remove and dispose of all defective materials in strict accordance with all applicable rules, regulations, codes, laws, ordinances, statues and industry standards.
12. Vendor is responsible for all clean up and haul off of all types of debris.
13. Work must be completed by January 31, 2006. The Sedgwick Count Detention Facility has it’s lowest census between November and January.

### **13. PROPOSAL CONDITIONS**

In submitting a response to this Request for Proposal, vendors hereby understand the following:

1. Pricing offered in the proposal document will be provided to other local government entities with whom Sedgwick County regularly enters into cooperative agreements.
2. Alternate proposals (two or more proposals submitted) will be considered for an award. Sedgwick County reserves the right to make the final determination of actual equivalency or suitability of such proposals with respect to requirements outlined herein.
3. Sedgwick County will retain the right to reject any part of or any and/or all proposals received, or to accept any item or items in the proposal, if determined to be non-responsive in any form, or if determined to be in the best interest of Sedgwick County. It will further be understood that each responder’s sureties and insurers are subject to the approval of the County.
4. Sedgwick County may award a purchase contract, based on initial offers received, without discussion of such offers. **A vendor’s initial offer should therefore be based on the most favorable terms available from a price and technical standpoint.** The County may, however, have discussion with those vendors that it deems in its discretion to fall within a competitive range. It may also request best and final offers from such proposers, and make an award and/or conduct negotiations thereafter.
5. Sedgwick County reserves the right to negotiate separately with any proposer after the opening of this Request for Proposal when such action is considered in its best interest. Subsequent negotiations may be conducted, but such negotiations will not constitute acceptance, rejection, or a counteroffer on the part of the County.
6. **Prices proposed may not be withdrawn for a period of 120 days following the opening of this Request for Proposal. Prices MUST also be free of duties, federal, state, and local taxes unless otherwise imposed by a governmental body, and applicable to the material on the proposal.**
7. Proposers MUST return one (1) original and four (4) copies of the entire document with any supplementary materials to Sedgwick County, Kansas, Purchasing Department, Suite F, 604 North Main, Wichita, KS 67203-3672, on or before 1:45 p.m. on the proposal due date. The time clock stamp in the Purchasing Department will determine the time of receipt.
8. Envelopes/container containing Responses must be sealed and marked on the lower left-hand corner with the firm name and address, proposal number, proposal due date, and proposal opening time.
9. Sedgwick County interprets the term "lowest responsible bidder/proposer" as requiring Sedgwick County to: (a)

choose between the kinds of materials, goods, wares, or services subject to the proposal, and (b) determine which proposal is most suitable for its intended use or purpose. Sedgwick County can consider, among other factors, such things as labor cost, service and parts availability, and maintenance costs of items upon which proposals are received. Sedgwick County can determine any differences or variations in the quality or character of the material, goods, wares, or services performed or provided by the respective responders.

10. All requested information must be supplied. If you cannot respond to any part of this request, state the reason you cannot respond. You may provide supplemental information, if necessary, to assist Sedgwick County in analyzing your proposal.
11. A purchase order and/or contractual agreement constitutes Sedgwick County's offer to the service provider upon the terms and conditions stated herein, and will become binding meeting the terms set forth herein when it is accepted by acknowledgment or performance.
12. After the award, if the successful vendor/supplier refuses or fails to make deliveries of the materials within the times specified in the *Request for Proposal*, purchase order or contractual agreement, Sedgwick County may, by written notice, terminate the contract OR purchase order. The successful respondent will certify and warrant that goods, personal property, chattels, and equipment sold and delivered are free and clear of any and all liens, or claims of liens, for materials or services arising under, and by virtue of the provisions of K.S.A. 58-201, et seq., and any other lien, right, or claim of any nature or kind whatsoever.
13. The vendor responding to this proposal proposes to furnish all materials, labor, supplies, equipment and incidentals necessary to provide the equipment/materials/services described herein in accordance with the Notification of Solicitation (if applicable), Request for Information (if applicable), Request for Proposal, Addenda, Contract, Bonds, Insurance, Plans, Specifications, Mandatory Requirements and Conditions.
14. If a response to this Request for Proposal is accepted, the responder agrees to execute and deliver to the County a contract in accordance with the Contract Documents (if applicable) within ten days of notice of the award to the Proposer.
15. Domestic (Kansas) corporations shall 1) furnish evidence of good standing in the form of a Certificate signed by the Kansas Secretary of State. Foreign (non-Kansas) corporations shall furnish evidence of authority to transact business in Kansas, in the form of a Certificate signed by the Kansas Secretary of State; and 2) a copy of the Corporation Resolution evidencing the authority to sign the Contract Documents, executed by the Corporation's Secretary or Assistant Secretary.
16. The Proposer hereby certifies that he or she has carefully examined all of the documents for the project, has carefully and thoroughly reviewed this Request for Proposal, understands the nature and scope of the work to be done; and that this proposal is based upon the terms, specifications, requirements, and conditions of the Request for Proposal and documents. The Proposer further agrees that the performance time specified is a reasonable time, having carefully considered the nature and scope of the project as aforesaid.
17. It will be understood that any proposal and any/all referencing information submitted in response to this Request for Proposal will become the property of Sedgwick County, and will not be returned. Sedgwick County will use discretion with regards to disclosure of proprietary information contained in any response, but cannot guarantee that information will not be made public. As a governmental entity, Sedgwick County is subject to making records available for disclosure after Board of County Commission approval of the recommendation. Any confidential or proprietary information should be clearly marked.
18. Sedgwick County reserves the right to cancel the work described herein prior to issuance and acceptance of any contractual agreement/purchase order by the recommended vendor even if the Board of County Commissioners has formally accepted a recommendation.
19. Sedgwick County will issue a purchase order/contract for the acquisition of products/services specified as a result of an award made in reference to this document. Contract documents will be subject to any regulations governed by the laws of the State of Kansas and any local resolutions specifically applicable to the purchase. Any dispute arising out of the contract documents or their interpretation will be litigated only within the courts of the State of Kansas.
20. County reserves the right to enter into agreements subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935). Agreements shall be construed and interpreted so as to ensure that the County shall at all times stay in conformity with such laws, and as a condition of agreements the County reserves the right to unilaterally sever, modify, or terminate agreements at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such law.
21. No prepayment of any kind will be made prior to implementation. Payment of the seller's invoices is subject to

adjustment for any shortage, or for the rejection of any item or items.

22. Successful contractor many have access to private or confidential data maintained by the County to the extent necessary to carry out its responsibilities of the contract. Contractor shall be responsible for compliance with the privacy provision of the Health Insurance Portability and Accountability Act (HIPAA) and shall comply with all other HIPAA provisions and regulations applicable.
23. The successful proposer agrees all data, records and information, which the proposer, including its agents and employees, obtains access to for the purposes of this proposal, remains at all times exclusively the property of Sedgwick County. Proposer agrees it will take all reasonable steps and the same protective precautions to protect Sedgwick County's proprietary information from disclosure to third parties as with successful proposer's own proprietary and confidential information. **Proposer agrees that all data, regardless of form that is generated as a result of this Request for Proposal is the property of Sedgwick County.**
24. The Proposer agrees to comply with K.S.A. 44-1030, which reads as follows: "The Proposer hereby agrees that":
  - a. He or she will observe the provision of the Kansas Commission on Human Rights and will not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, national origin, ancestry, or physical disability;
  - b. In all solicitations or advertisements for employees, he or she will include the phrase, 'Equal Opportunity Employer,' or a similar phrase to be approved by the Kansas Commission on Human Rights;
  - c. If he or she fails to comply with the manner in which he reports to the Kansas Commission on Human Rights, he will be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by Sedgwick County, Kansas;
  - d. If he or she is found guilty of a violation of the Kansas Act Against Human Rights under a decision, or order of the Kansas Commission on Human Rights which has become final, he or she will be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by Sedgwick County, Kansas; and,
  - e. He or she will include the provisions of subsections (a) through (d) inclusively of this paragraph in every subcontract or purchase order so that such provision will be binding upon such subcontractor or vendor.
25. By submission of a response, the Proposer agrees that at the time of submittal, he or she: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and will not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of Proposer's services, or (2) benefit from an award resulting in a "Conflict of Interest." A "Conflict of Interest" will include holding or retaining membership, or employment, on a board, elected office, department, division, or bureau, or committee sanctioned by and/or governed by the Sedgwick County Board of County Commissioners. Proposers will identify any interests, and the individuals involved, on separate paper with the response and will understand that the County, at the discretion of the Purchasing Director in consultation with the County Counselor, may reject their proposal.
26. No gifts or gratuities of any kind shall be offered to any County employee at any time.
27. The Proposer certifies that this proposal is submitted without collusion, fraud, or misrepresentation as to other Proposers, so that all proposals for the project will result from free, open, and competitive proposing among all vendors
28. Prior to the opening of proposals, proposers may correct, modify, or withdraw their proposals. A proposer who wishes to withdraw a proposal must make the request in writing to the Purchasing Director. Any correction or modification to a proposal must be submitted in writing and in a sealed envelope clearly identifying the envelope as being a correction or modification to the proposer's proposal.

#### **14. PROPOSAL CONTENT**

Proposal(s) should be organized in the following format and information sequence:

- A. Organizations complete name and address.
- B. Provide a brief description of your firm to include but not limited to:
  - a. Qualifications
  - b. Experience
  - c. Depth of staff
  - d. Quality control
  - e. Demonstrate firms ability to provide the outlined service(s) and/or product(s).
- C. Acknowledge and address in sequential order each mandatory requirement listed in Section 11.
- D. Acknowledge and address in sequential order each minimum requirement and specification listed in Section 12.

- E. Include any topics not covered in the Request for Proposal that you wish to disclose to the County that further describes your firm's level of qualifications to provide the outlined service(s) and/or product(s).
- F. Provide a detailed design and/or solution that meets the requirements and specifications stated in this RFP.
- G. Provide a completed Proposal Response Form.
- H. Provide detailed costs for service(s) and/or product(s) proposed to include but not limited to:
  - a. Loft Bunk Bed (Pricing should include any modifications and/or fabrication required to meet design requirements.)
  - b. Ladder (Pricing should include any modifications and/or fabrication required to meet design requirements.)
  - c. Drawer (Pricing should include any modifications and/or fabrication required to meet design requirements.)
  - d. Installation. Pricing should include all labor.

**PROPOSAL RESPONSE FORM  
 PROPOSAL # 05-25340  
 LOFT BUNK BED**

**PRICING INFORMATION**

I/We \_\_\_\_\_, propose to provide the product(s) and/or service(s) described herein with the following costs:

Description		QTY	Each Pricing	Extended Price
Loft Bunk Bed		90 ea	\$	\$
Ladder		90 ea	\$	\$
Drawers		180 ea	\$	\$
Installation Charge for Entire Project				\$
			Grand Total	\$
Project Start Date		Project Completion Date		
Price(s) proposed must include shipping, handling, in-side delivery, (FOB to the Sedgwick County Detention Facility located at 141 W Elm, Wichita, KS. 67203) installation, removal and clean up of any debris and old equipment.				

**PROPOSAL RESPONSE FORM  
PROPOSAL # 05-25340  
LOFT BUNK BED**

## **Criminal History Background Check Certification**

I, \_\_\_\_\_, \_\_\_\_\_ of \_\_\_\_\_,

hereby certify that all personnel assigned to work at Sedgwick County Locations have obtained a criminal history background check. I further certify that the following employees have no convictions for any felony or any crime involving larceny or dishonesty/false statement.

Company Name: \_\_\_\_\_

\_\_\_\_\_  
Name: \_\_\_\_\_

Title: \_\_\_\_\_

Name	Date of Birth	Address	Phone
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**PROPOSAL RESPONSE FORM  
PROPOSAL # 05-25340  
LOFT BUNK BED**

The undersigned, on behalf of the Proposer, certifies that: (1) this offer is made without previous understanding, agreement or connection with any person, firm, or corporation making a proposal on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the bid entered; (4) they have read the complete Request for Proposal and understand all provisions; (5) if accepted by the County, this proposal is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in writing of the submitted proposal will be their responsibility.

<b>Firm Name</b>			
<b>Contact Name</b>			
<b>Address</b>		<b>City</b>	<b>State</b>
<b>Phone #</b>	<b>Fax #</b>	<b>Hours of Operation</b>	
<b>Tax Payer I.D. Number</b>			
<b>General Nature of Business</b>			
<b>Number of Locations</b>	<b>Number of Persons Employed</b>		
<b>Company Web Site Address</b>	<b>E-mail</b>		

TYPE OF ORGANIZATION: <input type="checkbox"/> Public Corporation <input type="checkbox"/> Private Corporation <input type="checkbox"/> L.L.C. <input type="checkbox"/> Partnership Minority Business _____ (type) <input type="checkbox"/> Woman-Owned Business <input type="checkbox"/> Small Business <input type="checkbox"/> Distributor <input type="checkbox"/> Educational Institution <input type="checkbox"/> Retail <input type="checkbox"/> Dealer	
We acknowledge receipt of addenda: NO. _____, DATED _____; NO. _____, DATED _____.	

In submitting this proposal, vendor acknowledges all requirements, terms, conditions, and sections of this document. **Any exceptions should be clearly delineated and detailed.**

Signature \_\_\_\_\_ Title \_\_\_\_\_

Dated \_\_\_\_\_