



**SEDGWICK COUNTY, KANSAS
FINANCE DEPARTMENT**

Purchasing Section

525 N. Main, Suite 823 ~ Wichita, KS 67203

Phone: 316 660-7255 Fax: 316 383-7055

<https://www.sedgwickcounty.org/finance/purchasing/requests-for-bid-and-proposal/>

**REQUEST FOR PROPOSAL
19-0019
ELECTRONIC MONITORING SERVICES**

March 25, 2019

Sedgwick County, Kansas (hereinafter referred to as "county") is seeking a firm or firms to provide electronic monitoring services. If your firm is interested in submitting a response, please do so in accordance with the instructions contained within the attached Request for Proposal. Responses are due no later than 1:45pm CDT, April 23, 2019.

All contact concerning this solicitation shall be made through the Purchasing Section. Bidders shall not contact county employees, department heads, using agencies, evaluation committee members or elected officials with questions or any other concerns about the solicitation. Questions, clarifications and concerns shall be submitted to the Purchasing Section in writing. Failure to comply with these guidelines may disqualify the Bidder's response

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Regehr".

**Paul Regehr
Buyer**

PR/hp

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I. [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. 68, 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. 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.**

The nature of this work is for a public entity and will require the expenditure of public funds and/or use of public facilities, therefore the successful proposer will understand that portions (potentially all) of their proposal may become public record at any time after receipt of proposals. Proposal responses, purchase orders and final contracts are subject to public disclosure after award. All confidential or proprietary information should be clearly denoted in proposal responses and responders should understand this information will be considered prior to release, however no guarantee is made that information will be withheld from public view.

II. Background

Sedgwick County, located in south-central Kansas, is one of the most populous of Kansas' 105 counties with a population estimated at more than 511,000 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 2,500 persons, and hosts or provides a full range of municipal services, e.g. – public safety, public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

III. Project Objectives

Sedgwick County, Kansas (hereinafter referred to as "county") is seeking a firm or firms to provide electronic monitoring services. The following objectives have been identified for this contract:

1. Acquire electronic monitoring services meeting the parameters, conditions and mandatory requirements presented in the document.
2. Establish contract pricing with the vendor that has the best proven "track-record" in performance, service and customer satisfaction.
3. Acquire electronic monitoring services with the most advantageous overall cost to the County.

IV. Submittals

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** one (1) electronic copy (.PDF/Word supplied on a flash drive) of the entire document with any supplementary materials to:

Paul Regehr
Sedgwick County Purchasing Section
525 N. Main, Suite 823
Wichita, KS 67203

SUBMITTALS are due **NO LATER THAN 1:45 p.m. CDT, TUESDAY, April 23, 2019**. Responses must be sealed and marked on the lower left-hand corner with the firm name and address, proposal number, and proposal due date. Late or incomplete responses will not be accepted and will not receive consideration for final award.

Proposal responses will be acknowledged and read into record at bid opening which will occur at 2:00 p.m. CDT, on the due date. No information other than the respondent's name will be disclosed at bid opening.

V. Scope of Work

The County desires to select a qualified firm to provide a comprehensive electronic monitoring program. The services to be provided shall include Global Positioning System (GPS) equipment, alcohol monitoring equipment and 24/7 monitoring. The Provider shall be responsible for enrollment, installation, troubleshooting, and coordinate scheduling restrictions with Sedgwick County Division of Corrections (SCDOC). The awarded vendor shall provide services to juvenile and adult clients under supervision of the Division of Corrections when referred by authorized personnel at the established rate and service level. The Scope of Work specifications herein represent Sedgwick County's preferences and are not intended to be restrictive to any potential provider(s) or intended to be all inclusive. Providers that provide similar services or equipment in function, but do not completely meet our requested specifications can provide their explanations and expectations separately.

1. Technical Specifications

- a. All vendors shall submit descriptive literature, including pricing and/or complete specifications for all equipment offered in their proposal.
- b. Vendors other than the Original Equipment Manufacturer (OEM) may submit a proposal on any or all electronic monitoring equipment provided they are authorized by the OEM as a reseller. To be responsive, such resellers shall submit, with their proposal, a letter signed by an individual duly authorized to bind the OEM, on the OEM's stationary, stating that the reseller is authorized to sell and service the products being offered. Resellers shall offer the latest generation of equipment available from the OEM.

- c. The successful vendor shall provide all equipment (transmitters, receiver units, etc.) required to provide service to the Sedgwick County Division of Corrections; to include:
 - Complete monitoring units
 - Spare parts (batteries, straps, etc.)
 - Substance abuse testing and detection (supplemental monitoring equipment as needed, not UA testing)
- d. Describe the Electronic Monitoring Service Agreement and capabilities. The services must provide SCDOC with remote access to the tracking database of clients via the internet to determine real time data entry and status review.
- e. All services as outlined above will be provided for offenders at a per diem rate to be billed directly to the predetermined SCDOC agency on a monthly basis.
- f. Vendor shall maintain twenty-four (24) hour, seven (7) days per week monitoring of offenders and provide notification of all “Alert” conditions to SCDOC personnel as determined by the County.
- g. The vendor shall maintain monitoring data records for each offender and must be capable of providing these records on an as needed basis to Sedgwick County.
- h. The vendor must conform to established County policies regarding the disclosure of confidential or privileged information in any and all matters involving information of the offender. All records and data relating to the offender will remain the sole property of the County.
- i. Describe your monitoring center to include:
 - i. Capability of transmitting violation information to assigned SCDOC personnel.
 - ii. Capability of generating reports detailing offender history.
 - iii. Capability of protecting access to the system with proper security clearance.
 - iv. Capability of adding, deleting, updating, reviewing and generating reports concerning the individuals being monitored.
 - v. Capability of retaining and archiving all relevant offender information and accessibility of information.
 - vi. Capability of generating same day reports or weekend reports if needed.
 - vii. Describe host computer operation and accesses.
 - viii. Describe enrollment process of the offender into the database.
 - ix. How long are offender records archived?
 - x. Describe the application and installation process of monitoring equipment.
 - xi. What is the enrollment and setup timeline after notice of offender participation in the program?
- j. Describe proposed transmitter(s) and receiver(s) units to include:
 - i. Describe weight, size and frequency of transmitters and receivers.
 - ii. Describe tamper alert function and band reset capabilities.
 - iii. Describe range settings and notification of out of range violations.
 - iv. Describe transmitter and transmitter straps.
 - v. Describe reporting capabilities if there is a loss of electrical power, loss of telephone service, or low transmitter battery.
 - vi. Describe the method of connectivity and reporting to monitoring stations.
 - vii. Describe internal power supply of receiver and transmitter.
- k. List and describe all alternative monitoring options and enhancements.

2. Installation/Service

- a. It shall be the vendor’s responsibility to install transmitters and receivers on designated offenders and complete any installations of home units.
- b. Vendor shall have sufficient equipment to address size of offenders in SCDOC from youth through adult.
- c. The vendor shall be responsible for repairs and maintenance of equipment. All equipment shall be serviced in a timely manner.
- d. SCDOC will notify the provider by phone/email of an order for installation. The vendor shall provide office hours consistent with the regular business hours of SCDOC and have sufficient staff available during these hours to complete installations immediately upon order.

- e. Vendor shall immediately notify SCDOC if it is unable to complete an installation within the established timeframe. Vendor shall provide equipment for SCDOC staff to install equipment if established timeframe for installation cannot be accommodated.
- f. Vendor shall have the capability to perform remote diagnostics from its service facility.
- g. In the event that expert testimony is needed in cases of violation, court cases, or lawsuit, the vendor will provide certified personnel capable of testifying to the integrity of the system, the confidence rate of the technology, and the complete system process. This service will be provided at no cost to the County.
- h. Successful vendor will shelf a sufficient stock of monitoring equipment and supplies to provide for immediate installation as directed by court order or agency demands. Units shall be maintained and guaranteed by the provider, and will be updated at no cost, as technology improves.
- i. Vendor should self-insure all monitoring equipment, against loss, theft or damage by offenders. The County shall assume no responsibility for replacement costs of any monitoring equipment.

3. Suspension and Termination of Service

- a. The decision to terminate monitoring services is at the sole discretion of SCDOC agencies. Equipment removals shall be scheduled with the vendor when available. SCDOC notification of termination shall be completed the same day by email or phone to the vendor.
- b. SCDOC staff shall notify the vendor of termination due to absconding the same day or next business day.
- c. SCDOC will make reasonable efforts to retrieve all outstanding equipment. Sedgwick County is in no way financially responsible for equipment or its return.

4. Training

- a. In-service training sessions shall be offered to all SCDOC agencies at no charge.
- b. Subject areas should cover relevant aspects of electronic monitoring services being offered.
- c. Training should cover aspects and how to gain access to the monitoring software.
- d. Technical assistance should be available during regular business hours.
- e. Vendor policies and procedures that could be beneficial during training shall be provided.
- f. Training materials to include procedural polices are required.

5. Additional Information

- a. GPS utilization rate provided for programs as of February 7, 2019: Adult Intensive Supervision Program – 5 users, Adult Residential Facility – 0 users, Juvenile Field Services – 11 users, Home Based Services – 19 users and Drug Court / Pretrial – 3 users.
- b. Current Vendor is Premier Monitoring.
- c. Violations shall be reported at all times during supervision. This could be done by agency staff or the software that monitors the client. Alerts from the monitoring software would be considered as 24/7/365.
- d. The average number of individuals monitored on GPS per day, average number of days individuals are monitored, and approximate number of offenders served in the past is unknown.
- e. The County will provide a space for the vendor to install/remove equipment. If a more permanent space is required, then this can be reviewed at a later date.
- f. Only Sedgwick County referrals are covered by this RFP. Other County entities can use this contract.
- g. DOC programs are funded by calendar and state fiscal years. In SFY2014 and calendar year 2014 the department spent \$86,409.
- h. SCDOC regular business hours are Monday-Friday, 8 a.m. – 6 p.m.
- i. Awarded vendor would need to transition all current SCDOC clients over to the new vendor. This would ONLY be the clients that are paid by the County. Client referred and outside referrals are not covered in this RFP.
- j. There is no case management or urinalysis testing included in this RFP. Request is to have equipment that attaches or can be carried with GPS equipment for random alcohol testing.

VI. Sedgwick County's Responsibilities

- Provide information, as legally allowed, in possession of the County, which relates to the County's requirements or which is relevant to this project.
- Designate a person to act as the County Contract Manager with respect to the work to be performed under this contract.
- County reserves the right to make inspections at various points of the project. Contractor agrees to openly participate in said inspections and provide information to the county on the progress, expected completion date and any unforeseen or unexpected complications in the project.

VII. Proposal Terms

A. Questions and Contact Information

Any questions regarding this document must be submitted in writing to Paul Regehr at Paul.Regehr@sedgwick.gov by 5:00 p.m. CDT April 8, 2019. Any questions of a substantive nature will be answered in written form as an addendum and posted on the purchasing website at <https://www.sedgwickcounty.org/finance/purchasing/requests-for-bid-and-proposal/> under the Documents column associated with this RFP number by 5:00 p.m. CDT April 12, 2019. Firms are responsible for checking the website and acknowledging any addenda on their proposal response form.

B. Minimum Firm Qualifications

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 Request for Proposal. Firms must meet or exceed these qualifications to be considered for award. Any exceptions to the requirements listed should be clearly detailed in proposer's response.

Proposers shall:

1. Have a minimum of five years' experience in providing services similar to those specified in this RFP.
2. Have an understanding of industry standards and best practices.
3. Have experience in managing projects of comparable size and complexity to that being proposed.
4. Have knowledge of and comply with all currently applicable, and as they become enacted during the contract term, federal, state and local laws, statutes, ordinances, rules and regulations. All laws of the State of Kansas, whether substantive or procedural, shall apply to the contract, and all statutory, charter, and ordinance provisions that are applicable to public contracts in the county shall be followed with respect to the contract.
5. Municipal and county government experience is desired, however, the county will make the final determination based on responses received and the evaluation process.
6. Have the capacity to acquire all bonds, escrows or insurances as outlined in the terms of this RFP.
7. Provide project supervision (as required) and quality control procedures.
8. Have appropriate material, equipment and labor to perform specified services.
9. Park only in designated areas and display parking permit (if provided).
10. Wear company uniform or ID badge for identification purposes.

C. Evaluation Criteria

The selection process will be based on the responses to this RFP. County staff will judge each response as determined by the scoring criteria below. Purchasing staff are not a part of the evaluation committee.

Component	Points
Ability to meet all Request for Proposal Mandatory Requirements as outlined herein and the clarity, completeness and comprehensiveness of the proposal.	40
Proposing the products and services which will best address the county's objectives and Mandatory Requirements as set forth in this document.	25
Proposing the solution at the most advantageous cost to the county.	20
Provide references verifying exemplary service levels for similar services.	15
Total Points	100

Assume the following cost proposals (**examples only**)

- A. \$50,000.00
- B. \$38,000.00
- C. \$49,000.00

Company B with a total price of \$38,000.00 is the low offer. Take the low offer and divide each of the other offers into the low offer to calculate a percentage. This percentage is then multiplied by the number of points available for the cost. In this case, 10 points are allocated to cost.

A. \$38,000.00 divided by \$50,000.00 =.76	.76*10	7.6 points
B. \$38,000.00 divided by \$38,000.00 =1.00	1.00*10	10 points
C. \$38,000.00 divided by \$49,000.00=.77	.77*10	7.7 points

Any final negotiations for services, terms and conditions will be based, in part, on the firm’s method of providing the service and the fee schedule achieved through discussions and agreement with the county’s review committee. The county is under no obligation to accept the lowest priced proposal and reserves the right to further negotiate services and costs that are proposed. The county also reserves the sole right to recommend for award the proposal and plan that it deems to be in its best interest.

The county reserves the right to reject all proposals. All proposals, including supporting documentation shall become the property of Sedgwick County. All costs incurred in the preparation of this proposal shall be the responsibility of the firm making the proposals. Sedgwick County reserves the right to select, and subsequently recommend for award, the proposed service which best meets its required needs, quality levels and budget constraints.

D. [Request for Proposal Timeline](#)

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

Distribution of Request for Proposal to interested parties	March 25, 2019
Questions and clarifications submitted in writing by 5:00 p.m. CDT	April 8, 2019
Addendum Issued	April 12, 2019
Sealed Proposal due before 1:45pm CDT	April 23, 2019
Evaluation Period	April 24, 2019 – May 15, 2019
Board of Bids and Contracts Recommendation	May 16, 2019
Board of County Commission Award	May 22, 2019

E. [Contract Period and Payment Terms](#)

A contractual period will begin following Board of County Commissioners (BoCC) approval of the successful firm(s) and continue for a period of one (1) year with two (2) one (1) year options to renew at the county’s sole discretion.

Either party may cancel its obligations herein upon thirty-day (30) prior written notice to the other party. It is understood that funding may cease or be reduced at any time, and in the event that adequate funds are not available to meet the obligations hereunder, either party reserves the right to terminate this agreement upon thirty (30) days prior written notice to the other. Payment will be remitted following receipt of monthly detailed invoice.

Payment and Invoice Provisions

https://www.sedgwickcounty.org/media/39239/payment_and_invoice_provisions.pdf

F. [Insurance Requirements](#)

Liability insurance coverage indicated below must be considered as primary and not as excess insurance. If required, Vendor’s professional liability/errors and omissions insurance shall (i) have a policy retroactive date prior to the date any professional services and pollution liability insurance are provided for this project, and (ii) be maintained for a minimum of 3 years past completion of the project. Vendor shall furnish a certificate evidencing such coverage, with County listed as an additional insured including both ongoing and completed operations, except for professional liability, workers’ compensation and employer’s liability. **Certificate shall be provided prior to award of contract.** Certificate shall remain in force during the duration of the project/services and will not be canceled, reduced, modified, limited, or restricted until thirty (30) days after County receives written notice of such change. All insurance must be with an insurance company with a minimum BEST rating of A-VIII and licensed to do business in the State of Kansas **(must be acknowledged on the bid/proposal response form).**

NOTE: If any insurance is subject to a deductible or self-insured retention, written disclosure must be included in your proposal response and also be noted on the certificate of insurance.

It is the responsibility of Vendor to require that any and all approved subcontractors meet the minimum insurance requirements.

Workers’ Compensation:	
Applicable coverage per State Statutes	
Employer’s Liability Insurance:	\$500,000.00
Commercial General Liability Insurance (on form CG 00 01 04 13 or its equivalent):	
Each Occurrence	\$1,000,000.00
General Aggregate, per project	\$2,000,000.00
Personal Injury	\$1,000,000.00
Products and Completed Operations Aggregate	\$2,000,000.00
Automobile Liability:	
Combined single limit	\$1,000,000.00
Umbrella Liability:	
Following form for both the general liability and automobile	
<input checked="" type="checkbox"/> Required/ <input type="checkbox"/> Not Required	
Each Claim	\$2,000,000.00
Aggregate	\$2,000,000.00
Professional Liability/ Errors & Omissions Insurance:	
<input checked="" type="checkbox"/> Required/ <input type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00
Pollution Liability Insurance:	
<input checked="" type="checkbox"/> Required/ <input type="checkbox"/> Not Required	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00
Cyber/ Network Security and Privacy Liability Insurance	
<input checked="" type="checkbox"/> Required/ <input type="checkbox"/> Not Required	
In an amount of not less than \$1,000,000 combined single limit to cover civil, regulatory and statutory damages, contractual damage, as well as data breach management exposure, and any loss of income or extra expense as a result of actual or alleged breach, violation or infringement of right to privacy, consumer data protection law, confidentiality or other legal protection for personal information, as well as confidential information of Client or Client’s clients.	
Each Claim	\$1,000,000.00
Aggregate	\$1,000,000.00

Special Risks or Circumstances:

Entity reserves the right to modify, by written contract, these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

G. Indemnification

To the fullest extent of the law, the provider, its subcontractor, agents, servants, officers or employees shall indemnify and hold harmless Sedgwick County, including, but not limited to, its elected and appointed officials, officers, employees and agents, from any and all claims brought by any person or entity whatsoever, arising from any act, error, or omission of the provider during the provider's performance of the agreement or any other agreements of the provider entered into by reason thereof. The provider shall indemnify and defend Sedgwick County, including, but not limited to, its elected and appointed officials, officers, employees and agents, with respect to any claim arising, or alleged to have arisen from negligence, and/or willful, wanton or reckless acts or omissions of the provider, its subcontractor, agents, servants, officers, or employees and any and all losses or liabilities resulting from any such claims, including, but not limited to, damage awards, costs and reasonable attorney's fees. This indemnification shall not be affected by any other portions of the agreement relating to insurance requirements. The provider agrees that it will procure and keep in force at all times at its own expense insurance in accordance with these specifications.

H. Confidential Matters and Data Ownership

The successful proposer agrees all data, records and information, which the proposer, its agents and employees, which is the subject of this proposal, obtain access, remains at all times exclusively the property of Sedgwick County. The successful proposer agrees all such data, records, plans and information constitutes at all times proprietary information of Sedgwick County. The successful proposer agrees that it will not disclose, provide, or make available any of such proprietary information in any form to any person or entity. In addition, the successful proposer agrees it will not use any names or addresses contained in such data, records, plans and information for the purpose of selling or offering for sale any property or service to any person or entity who resides at any address in such data. In addition, the successful proposer agrees it will not sell, give or otherwise make available to any person or entity any names or addresses contained in or derived from such data, records and information for the purpose of allowing such person to sell or offer for sale any property or service to any person or entity named in such data. Successful 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.

I. Proposal Conditions

<https://www.sedgwickcounty.org/media/31338/proposal-terms-conditions.pdf>

General Contract Provisions

<https://www.sedgwickcounty.org/media/31337/general-contractual-provisions.pdf>

Mandatory Contract Provisions

<https://www.sedgwickcounty.org/media/31336/mandatory-contractual-provisions.pdf>

Independent Contractor

<https://www.sedgwickcounty.org/media/54780/independent-contractor-addendum.pdf>

Sample Contract

<https://www.sedgwickcounty.org/media/39236/sample-contract.pdf>

VIII. Required Response Content

All proposal submissions shall include the following:

1. Firm profile: the name of the firm, address, telephone number(s), contact person, year the firm was established, and the names of the principals of the firm.
2. The names of the staff members who will be available for work on the contract, including a listing of their work experience.
3. The firm's relevant experience, notably experience working with government agencies.
4. At minimum, three (3) professional references, besides Sedgwick County, with email addresses, telephone numbers, and contact persons where work has been completed within the last three years.
5. A disclosure of any personal or financial interest in any properties in the project area, or any real or potential conflicts of interest with members of the Sedgwick County Board of County Commissioners or county staff.
6. A description of the type of assistance that will be sought from County staff, including assistance required from the County to lessen the costs of this project.
7. Proof of insurance meeting minimum insurance requirements as designated herein.
8. Those responses that do not include all required forms/items may be deemed non-responsive.

IX. Response Form

**REQUEST FOR PROPOSAL
19-0019
ELECTRONIC MONITORING SERVICES**

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 submitting 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 proposer is entered; (4) they have read the complete Request for Proposal and understands 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.

NAME _____

DBA/SAME _____

CONTACT _____

ADDRESS _____ CITY/STATE _____ ZIP _____

PHONE _____ FAX _____ HOURS _____

STATE OF INCORPORATION or ORGANIZATION _____

WEBSITE ADDRESS _____ EMAIL _____

NUMBER OF LOCATIONS _____ NUMBER OF PERSONS EMPLOYED _____

TYPE OF ORGANIZATION: Public Corporation _____ Private Corporation _____ Sole Proprietorship _____

Partnership _____ Other (Describe): _____

BUSINESS MODEL: Small Business _____ Manufacturer _____ Distributor _____ Retail _____

Dealer _____ Other (Describe): _____

Not a Minority-Owned Business: _____ Minority-Owned Business: _____ (Specify Below)

____ African American (05) ____ Asian Pacific (10) ____ Subcontinent Asian (15) ____ Hispanic (20)

____ Native American (25) ____ Other (30) - Please specify _____

Not a Woman-Owned Business: _____ Woman-Owned Business: _____ (Specify Below)

____ Not Minority -Woman Owned (50) ____ African American-Woman Owned (55)

____ Asian Pacific-Woman Owned (60) ____ Subcontinent Asian-Woman Owned (65) ____ Hispanic Woman Owned (70)

____ Native American-Woman Owned (75) ____ Other - Woman Owned (80) - Please specify _____

ARE YOU REGISTERED TO DO BUSINESS IN THE STATE OF KS: ____ Yes ____ No

INSURANCE REGISTERED IN THE STATE OF KS WITH MINIMUM BEST RATING OF A-VIII: ____ Yes ____ No

ACKNOWLEDGE RECEIPT OF ADDENDA: All addendum(s) are posted to our RFQ/RFP web page and it is the vendor's responsibility to check and confirm all addendum(s) related to this document by going to www.sedgwickcounty.org/finance/purchasing.asp .

NO. _____, DATED _____; NO. _____, DATED _____; NO. _____, DATED _____

In submitting a proposal, vendor acknowledges all requirements, terms, conditions, and sections of this document. Proposal submission format should be by order in which sections are listed throughout the document. All minimum and general requirements should be specifically addressed and detailed in proposer's response. **Exceptions to any part of this document should be clearly delineated and detailed.**

Signature _____ Title _____

Print Name _____ Dated _____