

COUNTY OF COLE - MISSOURI



REQUEST FOR BID 2025-17: INTERVIEW ROOM RECORDING SYSTEM COLE COUNTY SHERIFF'S DEPARTMENT

SUBMISSIONS SHALL BE ACCEPTED UNTIL

THURSDAY, APRIL 10, 2025 at 3:00 p.m. CENTRAL

AND RECEIVED AT:

**COLE COUNTY COMMISSION
311 EAST HIGH STREET, ROOM 200
JEFFERSON CITY, MO 65101**

Company Name

Direct Contact Name (Typed/Printed)

Mailing Address

Title

City/State/Zip

Email

Office Telephone Number

Direct Line or Extension

I hereby certify that I am submitting the following information on behalf of the above-listed company and understand that by virtue of executing and returning with this response this REQUIRED RESPONSE FORM, I further certify full, complete and unconditional acceptance of the terms and conditions of this invitation, all attachments and the contents of any addendum released hereto. (Submission must be signed by an officer or employee having authority to legally bind the respondent.)

Authorized Signature

Authorized Name (Typed/Printed)

Title

Date

REQUEST FOR BID

Sealed offers will be accepted by the Cole County Commission for consideration in provision of the following:

2025-17 INTERVIEW ROOM RECORDING SYSTEM

Submissions will be received at the office of the Cole County Commission, 311 East High Street, Room 200, Jefferson City, MO 65101 until 3:00 p.m. on Thursday, April 10, at which time they will be publicly opened and taken under advisement. Bidders should be aware that submissions are public record under state law. Specifications are available at www.colecounty.org or by contacting Jessica Bryant at jbryant@colecounty.org or (573) 634-9168.

NEWS TRIBUNE: March 9, 16, 23

Legal Notices
Cole County Commission
311 East High Street
Jefferson City MO 65101

COLE COUNTY COMMISSION

PURCHASING

311 EAST HIGH STREET, ROOM 200
JEFFERSON CITY, MISSOURI 65101

REQUEST FOR BID

1.0 OVERVIEW

1.1 NOTIFICATION. This document constitutes a request for competitive, sealed offers per the Terms and Conditions of bidding and any special conditions set forth herein for electronic security in our Cole County Sheriff's Department. The project consists of replacing the video and audio surveillance system installed in the interview rooms at the Cole County Sheriff's Department, as well as the interview rooms in the County Jail. The objective of this project is to enhance the quality of the video and audio being recorded in the interview rooms. Also, an upgrade to the hardware and software at the client monitoring station is part of this project.

Respondents are responsible for being thoroughly familiar with all specifications and requirements stated herein. Failure to examine any relevant document or provision thereof will not relieve the successful respondent from any obligation under this bid. Qualified organizations are requested to prepare an offer in response to this invitation and in doing so, concur with all terms, conditions, specifications and addenda to this bid unless specifically noted otherwise in a separate section titled "EXCEPTIONS" and certify that if awarded a contract, will make no claim against the County based upon unfamiliarity of or misunderstanding of the specifications.

1.2 MANDATORY PRE-BID MEETING. A mandatory pre-bid meeting will begin at 10:00 am Central on Monday, March 24th at the Cole County Sheriff's Department located at 350 East High Street, Jefferson City, Mo 65101. From there a tour will be given to the rest of the facilities listed within this RFP. Attendance is a prerequisite for submitting a response to this solicitation and will be evidenced by the representative's signature on the attendance roster. This meeting will provide an opportunity for potential respondents to view the site of work, existing equipment, and seek clarification on the requirements prior to submitting a response. Due to space limitations and minimize disruption, each responding vendor is requested to send only two representatives.

1.3 QUESTIONS, REQUESTS FOR CLARIFICATION OR INTERPRETATION. Respondents are advised that all questions concerning the meaning or intent of these specifications must be submitted **in writing** and received at least five (5) business days prior to the date scheduled for bid opening. All inquiries shall be directed to:

Jessica Bryant
jbryant@colecounty.org

As of the issuance date of this invitation and continuing until the final date for acceptance of submissions, **all respondents or potential respondents are specifically directed not to discuss, hold meetings, conferences, or technical discussions with any County employee for the purpose of responding to this invitation except as otherwise permitted by this bid document.** Respondents should not otherwise ask any County official or employee questions about the bid or related issues, either orally or by written communication. Respondents directly contacting other County employees risk elimination from further consideration.

1.4 ISSUANCE OF ADDENDA. Every attempt shall be made to ensure that all written questions receive an adequate and prompt response. However, in order to maintain a fair and equitable bid process, all respondents will be advised of any questions submitted, the County's response, and any other pertinent information related to this invitation via the issuance of addenda, which will be posted at www.colecounty.org. All issued addenda are incorporated by reference as if fully set out herein. Respondents are cautioned that the only official position of the County is that which is issued in these specifications or by addendum thereto; no other means of communication, whether written or oral, shall be construed as a formal or official response or statement.

An addendum may contain information that could affect bid responses. It shall be the responsibility of the respondent to verify whether addenda have been issued prior to submitting an offer and to incorporate that information into their response; the County assumes no liability for respondents' failure to do so. Further, failure to have requested an addendum covering any questions affecting the interpretation of these specifications shall not relieve the awarded party from delivering the completed project, product and/or service in accordance with the intent of these specifications.

1.5 SUBMISSION REQUIREMENTS. A fully executed response, including the specification pages comprising this invitation and any related illustrative documentation and/or issued addenda shall be:

- submitted in a sealed envelope identified by bid number, bid title, and bid opening date/time;
- complete and signed by an official authorized to obligate the agency or company submitting the bid;
- inclusive of one (1) complete original bid and two (2) exact duplicates.

It is the responsibility of each respondent to deliver its submission to the office of the Cole County Commission, 311 East High Street, Room 200, Jefferson City, Missouri on or before the date and exact time indicated for public bid opening. Fax and email submissions will not be considered. Responses will be time and date stamped; those received late will be determined non-responsive and returned unopened to the sender without exception.

1.6 BID OPENING. Submissions will be publicly opened in the Cole County Commission Chambers at 311 East High Street, Room 200, Jefferson City, Missouri on Thursday, April 10th at 3:00 p.m. Central. Respondents and the public are invited but not required to attend the formal bid opening. All documents will be made available for public inspection, but no decision relating to the award of the contract or agreement will be made at the bid opening.

1.7 ADVICE OF AWARD. Upon bid award by the Cole County Commission, award notification letters with a bid tabulation summarizing responses received will be sent via email to all parties that submitted a response to this invitation.

2.0 TERMS AND CONDITIONS

2.1 INCURRING COSTS. Cole County shall not pay for any information requested herein nor be obligated or liable for any cost incurred by any respondent in submitting a response.

2.2 RESERVATIONS. The right is hereby reserved to reject any or all submissions for any reason, in part or in whole, received in response to this solicitation; to waive or not waive informalities or irregularities in any response or the bidding procedures; to request supplementary information from respondents as determined necessary to effectively evaluate responses; to cancel this solicitation,

- advertise for new and/or purchase off of cooperative purchasing contract(s); and to accept, request clarification or further negotiate the terms, conditions and/or methodology of any response if, in Cole County's sole judgment, the best interests of Cole County will be so served.
- 2.3 **MODIFICATION/WITHDRAWAL.** Receipt of written notice or an in-person request from a properly identified individual prior to the official date and time set for bid opening must occur in order to modify or withdraw a submission which has been delivered to the office of the Cole County Commission.
- 2.4 **VALIDITY.** Respondents agree that submissions will remain valid for consideration by the County for a minimum period of ninety (90) calendar days after the date specified for bid opening.
- 2.5 **RESPONSE MATERIAL OWNERSHIP.** All material submitted in response to this solicitation becomes the property of Cole County and may be disclosed upon proper Sunshine Law request per 610.021(12) RSMo.
- 2.6 **EXCEPTIONS.** The wording of this solicitation may not be changed or altered in any manner. Taking exception to any clause in part or in whole does not necessarily disqualify a respondent. Any such exception shall be clearly identified and described in full detail in the respondent's submission. Exceptions will be evaluated and accepted or rejected by Cole County, whose decision shall be final and conclusive. In the absence of such declaration(s), the response shall be accepted as in strict compliance with all terms, conditions, and specifications requested and the awarded party shall be held responsible for providing the product or service accordingly.
- 2.7 **RESTRICTIVE LANGUAGE.** It shall be the responsibility of respondents to ask questions, request changes or clarification, or otherwise advise Cole County if any language, specification or requirement of this solicitation appears to be ambiguous, contradictory, and/or arbitrary, or appear to inadvertently restrict or limit responses to a single source. Such notification must be directed to the Purchasing Agent and received at least five (5) business days prior to the date set for bid opening.
- 2.8 **INTERPRETATION.** If a respondent has any questions which arise concerning the true meaning or intent of these bid documents, plans or any part thereof which affect the cost, quality, quantity, or character of the project or service, respondent shall request in writing that an interpretation be made and an addendum be issued which shall then be posted at www.colecounty.org. Failure to have requested an addendum covering any questions affecting the interpretations of the bid documents shall not relieve the successful respondent from delivering the product, service or completed project in accordance with the intent of the bid documents. Should any differences arise as to the meaning or intent of these specifications, Cole County's interpretation shall be final and conclusive.
- 2.9 **EQUIVALENT MATERIAL/EQUIPMENT.** Any listed manufacturer/model number(s) or a definite reference to a particular material or piece of equipment is intended to establish a minimally acceptable design, type, quality, functional capacity, and/or desired performance level. It is to be understood that any equivalent alternate which will perform adequately the duties imposed by the general design may be proposed and bid so long as sufficient details necessary to establish equivalency are included in the submission. Acceptance is subject to approval of the County which may request further information, sample(s) and/or a demonstration prior to bid award. Cole County shall be the sole judge of equivalency.
- 2.10 **LIKE OR SIMILAR PRODUCT.** Cole County reserves the right, at its sole discretion, to obtain "like or similar" product(s) and/or service(s) to that which has been specified herein when use of such product or service is deemed in the best interest of the County of Cole

- 2.11 **BID FORMS.** Bids made on anything other than the official bid form(s), if furnished by Cole County, will render the bid informal and may cause its rejection.
- 2.12 **QUALIFICATIONS OF RESPONDENTS.** Cole County may make such investigations as deemed necessary to determine the ability of any respondent to provide the product and/or service described herein. Respondent shall furnish to the County all such information and data for this purpose that the County may request. The County reserves the right to reject any submission if the evidence submitted by the respondent or investigation of such respondent fails to satisfy the County that such respondent is properly qualified to carry out the obligations of the contract and/or to complete the work contemplated herein.
- 2.13 **PRICES.** Prices must be stated in units of quantity specified and must be firm. Pricing submitted shall include all cost, of whatever nature, that is involved in achieving the good or service per the bid documents.
- 2.14 **TAX EXEMPTION.** Cole County is funded by public monies and as such has been approved by the State of Missouri for sales/use tax-exempt status. The Missouri tax identification number and certificate is available to the successful respondent upon request.
- 2.15 **ACCEPTANCE.** No equipment, supplies, materials and/or services received by Cole County pursuant to this solicitation shall be deemed accepted until the County has had reasonable opportunity to inspect. Cole County reserves the right to reject anything that does not comply with reasonable expectations based on the specifications outlined herein.
- 2.16 **DELIVERY.** The delivery date(s) or when work will start shall be stated in definite terms as they may be taken into consideration when making award. Cole County reserves the right to cancel all or any part of an order or service if delivery is not made or work not started as guaranteed.
- 2.17 **DEFAULT.** The County reserves the right to cancel any or all of an order or contract if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must contact the County to notify of said delay and arrange an alternate schedule if agreeable to the County. In case of default by the bidder or contractor, the County may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.
- 2.18 **REGULATIONS.** In submitting a bid, the respondent warrants that it has complied with all applicable laws, rules, regulations and ordinances of the United States, Missouri or any other governmental authority or agency in providing the product(s) or service(s) specified herein. The awarded party shall bear the responsibility to apply for, pay for, and obtain any permit, license, and/or inspection required.
- 2.19 **APPLICABLE LAW.** The contractor must agree to comply with all federal, state and local laws or ordinances, and all applicable rules, regulations, and standards established by an agency of such governmental units, which are now or hereafter promulgated insofar as they relate to the Contractor's performance of provisions of the agreement. It shall be the obligation of the Contractor to apply for, pay for and obtain all permits and/or licenses required by any governmental agency for the provision of those services contemplated herein.
- 2.20 **SHIPPING.** Deliveries shall be F.O.B. destination freight prepaid to Jefferson City, Missouri and included in pricing.
- 2.21 **AS NEEDED, IF NEEDED.** The contractor shall provide product or service on an "as needed, if needed" basis for Cole County in accordance with the provisions and requirements stated herein.

Any usage quantities included in this request are based on estimated need; Cole County reserves the right to increase or decrease quantities to meet actual needs and maintain the quoted pricing.

- 2.22 **EVALUATION.** The County's sole purpose in the evaluation process is to determine from among the responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 2.23 **BASIS OF AWARD.** Award shall be made to the lowest responsible bidder(s) whose offer best responds to the quality, capacity, and service requirements of Cole County, as determined by the County. Award may be made on an item-by-item basis to the lowest and best bids or award may be made to the lowest and best bid overall, whichever the County determines is in its best interest. A staff recommendation will be made to the Cole County Commission who will ultimately make the award decision. The County also may choose to award the whole project or one of the three or two of the three projects.
- 2.24 **SUCCESSFUL RESPONSE AS PART OF CONTRACT.** Responses received in response to this solicitation, at the County's discretion, may be incorporated into the awarded contract and may serve as basic terms and conditions for the ultimate contract. Therefore, applicants are advised that, if successful, they will be held responsible for levels of services proposed at the funding levels quoted. The County reserves the right to not execute a contract following this solicitation and to negotiate modifications or revisions to any awarded contract.
- 2.25 **ASSIGNMENT.** The selected company shall not assign the Contract, subcontract it, or sublet it as a whole without the prior written consent of Cole County. Assignment, subcontracting, or subletting without such consent will in no way relieve the company of its obligations under this Contract unless specifically stated in writing by the County.
- 2.26 **PREFERENCE.** In making bid awards, Cole County shall give preference to all firms, corporations, or individuals that maintain office or places of business within the County of COLE when the quality of the commodity or performance promised is equal or better and the price quoted is the same or less.
- 2.27 **CHANGE ORDERS.** The final contract between Cole County and the successful respondent will include, by reference, the awarded party's response and the specifications of this invitation. The County may make changes within the general scope of these specifications and/or the contract resulting from this solicitation, yet all departures from the accepted plans and specifications will be considered unauthorized unless the awarded party has obtained a change order, signed by the Cole County Commission, authorizing and directing such changes or departures. All unauthorized work, and the correction of such work, shall be at the successful respondent expense. No other individual is authorized to modify the contract in any manner.
- 2.28 **COLLUSION CLAUSE.** Any agreement or collusion among Respondents and prospective Respondents to illegally restrain freedom of competition by agreement to fix prices, or otherwise, will render the proposals of such Respondents void.
- 2.29 **INSURANCE REQUIREMENTS.** The successful respondent (Contractor) shall provide and maintain for the duration of the contract, through final acceptance by the County, insurance acceptable to and approved by Cole County. A Certificate of Insurance which shall provide that there will be no cancellation, non-renewal or reduction of coverage without 30 days prior written notice to the County is to be furnished within fifteen (15) calendar days following the notice of award and prior to work proceeding under this contract. Further, the Contractor shall not allow any subcontractor to

commence work on their subcontract until all similar insurance required of subcontractor has been so obtained and approved. All policies shall be in amounts, form and companies satisfactory to the County as follows:

2.29.1 EMPLOYERS LIABILITY AND WORKERS COMPENSATION INSURANCE. The Contractor shall take out and maintain during the life of this contract, Employers Liability and Workers Compensation Insurance for all of its employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Workers Compensation coverage shall meet Missouri statutory limits. Employers Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Workers Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers Liability Insurance for the protection of their employees not otherwise protected.

2.29.2 COMMERCIAL GENERAL LIABILITY INSURANCE. The Contractor shall take out and maintain during the life of this contract, such commercial general liability insurance as shall protect it and any subcontractor performing work covered by this contract, from claims for damages for personal & advertising injury, bodily injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or for any subcontractor or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death. If the Contract involves any underground/digging operations, the general liability certificate shall include X, C, and U (Explosion, Collapse, and Underground) coverage. If providing Commercial General Liability Insurance, then the Proof of Coverage of Insurance shall also be included.

Contractor may satisfy the minimum liability limits required for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum per occurrence limit of liability under the umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for either Commercial General Liability or Business Auto Liability.

Contractor agrees to include the County as an Additional Insured on the umbrella or Excess Liability, unless the Certificate of Insurance state the Umbrella or Excess Liability provides coverage on a "Follow-Form" basis

2.29.3 BUSINESS AUTOMOBILE LIABILITY. The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; non-owned and both on and off the site of work.

2.29.4 SUBCONTRACTORS. Contractor shall cause each Subcontractor to purchase and maintain insurance of the types and amounts specified herein. Limits of such coverage may be reduced only upon written agreement of County. Contractor shall provide to County copies of certificates of insurance evidencing coverage for each Subcontractor. Subcontractors'

commercial general liability and business automobile liability insurance shall name County as Additional Insured and have the Waiver of Subrogation endorsements added.

- 2.30 **INDEMNITY AGREEMENT.** To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.

Nothing in these requirements shall be construed as a waiver of any governmental immunity of the County, its officials nor any of its employees in the course of their official duties. Failure to maintain the required insurance in force may be cause for contract termination. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the County shall have the right to cancel and terminate the contract without notice.

- 2.31 **COMPLIANCE WITH EMPLOYMENT LAWS.** In connection with the furnishing of supplies or performance of work under this Contract, the company agrees to comply with the Fair Labor Standard Act, Fair Employment Practices, Equal Opportunity Employment Act, and all other applicable Federal and State laws and further agrees to insert the foregoing provisions in all subcontracts awarded hereunder. Respondents are informed pursuant to Section 285.530, RSMo, as a condition of the award of any contract in excess of five thousand dollars (\$5000.00), the successful bidder shall, by sworn affidavit and the provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection to the contracted services. Successful Respondents shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection to the contracted services.

- 2.32 **ANTI-DISCRIMINATION AGAINST ISRAEL ACT.** The contractor certifies that it is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the law of the State of Israel; or persons or entities doing business in the State of Israel.

- 2.33 **DEBARMENT, SUSPENSION AND INELIGIBILITY.** Contractors and all sub-recipients must certify that their organization and its principal owners are not suspended or debarred by a federal agency through the Sam.gov System.

- 2.34 **COOPERATIVE PROCUREMENT.** Respondents may choose whether or not to participate in cooperative purchasing. Various State Agencies, City, and County Offices may or may not request an unknown quantity of goods or services under this bid during the bid period or resulting agreement period at the same prices, terms and conditions stated herein.

It is agreed and understood that each participating political subdivision will make its own separate contract with the successful respondent, that each participating political subdivision shall only be liable to the successful respondent for materials or supplies contracted for by that political subdivision without any liability for purchases contracted for by any other participating political subdivision, and each successful respondent shall be required to bill each participating political subdivision directly for those materials or supplies for which it has purchased.

In the event of any dispute between a political subdivision and a successful bidder arising after a contract of purchase has been executed, such dispute shall be handled by and between the particular political subdivision affected and the contractor.

2.35 CONTRACT TERMINATION.

2.35.1 TERMINATION FOR DEFAULT. If, through any cause, the awarded party shall fail to fulfill, in a timely and proper manner, its obligations under the contract resulting from this solicitation, or if the awarded party shall violate any of the covenants, agreements, or stipulations of said contract, Cole County shall thereupon have the right to terminate this contract for cause by giving written notice to the awarded party of its intent to terminate and at least ten (10) calendar days to cure the default or show cause why termination is otherwise not appropriate. In the event of termination, all finished or unfinished documents, data, studies, survey, drawings, maps, models, photographs, and reports or other material prepared by the awarded party under this contract shall, at the option of Cole County, become its property, and the awarded party shall be entitled to receive just and equitable compensation for any services and supplies delivered and accepted. The awarded party shall be obligated to return any payment advanced under the provisions of this contract.

Notwithstanding, the awarded party shall not be relieved of liability to Cole County any damages sustained by the County by virtue of any breach of the contract by the awarded party, and the County may withhold any payment to the awarded party for the purpose of mitigating its damages until such time as the exact amount of damages due the County from the awarded party is determined.

If after such termination it is determined, for any reason, that the awarded party was not in default, or that the awarded party's action/inaction was excusable, such termination shall be treated as a termination for convenience.

2.35.2 TERMINATION FOR CONVENIENCE. The performance of work under the contract resulting from this solicitation may be terminated by Cole County in whole or in part at such time that the Cole County Commission determines that such termination is in the best interest of Cole County. Any such termination will be affected by delivery to the awarded party of a letter of termination specifying the extent to which performance of work under the contract is terminated and the date upon which such termination is effective.

After receipt of a termination letter the awarded party will:

- Stop work on the contract on the date and to the extent specified in the letter.
- Place no further orders for materials, services or facilities except as may be necessary to complete any portions of the work under contract not terminated.
- Complete on schedule such part of the work as will not be terminated.

2.36 PREVAILING WAGE/LABOR STANDARDS.

2.36.1 PREVAILING HOURLY RATE OF WAGES. The principal contractor and all subcontractors shall pay not less than prevailing hourly rate of wages for each craft or type of workman required to execute this contract as determined by the Department of Labor and Industrial Relations of Missouri as set out in Wage Order 31, attached to and made part of these specifications. (Section 290.250 RSMo) The Contractor will forfeit a penalty to the County of \$100 per day (or portion of the day) for each worker that is paid less than prevailing rate

for any work done under the contract by the Contractor or by any subcontractor. (Section 290.250 RSMo)

- 2.36.2 **SAFETY TRAINING.** The Contractor and all subcontractors must require all on-site employees to complete the ten-hour OSHA safety training program required under Section 292.675, RSMo, if they have not previously completed the program and have documentation of having done so. The Contractor will forfeit a penalty to the County of \$2,500 plus an additional \$100 for each employee employed by the Contractor or subcontractor, for each calendar day or portion thereof, such employee is employed without the required training (Section 292.675 RSMo)
- 2.37 **LIQUIDATED DAMAGES.** The Cole County Commission may, at its discretion, deduct **Two Hundred Dollars (\$200.00)** per day from any amount otherwise due under this contract for every day Contractor fails or refuses to prosecute the work, or any separable part thereof, with such diligence as will insure the completion by the date above specified, or any extension thereof, or fails to complete the work by such time, as long as the County does not terminate the right of Contractor to proceed or otherwise delay the Contractor's schedule. It is further provided that Contractor shall not be charged with liquidated damages because of delays in the completion of the work due to unforeseeable causes beyond Contractor's control and without fault or negligence on Contractor's part or the part of its agents.
- 2.38 **FEDERAL WORK AUTHORIZATION PROGRAM.** Proposers that meet the definition of a business entity as defined in Section 285.525, RSMo, pertaining to Section 285.530, RSMo, providing services exceeding \$5,000, shall maintain enrollment and participation in a federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the contracted services included herein. If the Proposer's business status changes during the life of the contract to become a business entity as defined in Section 285.525, RSMo, pertaining to Section 285.530, RSMo, then the Proposer shall, prior to the performance of any services as a business entity under the contract enroll and participate in a federal work authorization program such as E-Verify.

Proposers must, by sworn affidavit and provision of documentation (copy of the E-Verify Memo of Understanding Electronic Signature Page), affirm their enrollment and participation in a federal work authorization program. Proposers shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. See Affidavit of Compliance with E-Verify Document.

For vendors that are not already enrolled and participating in a federal work authorization program, E-Verify is an example of this type of program. Information regarding E-Verify is available at <http://www.e-verify.gov/> .

3.0 SCOPE OF WORK

3.1 **OVERVIEW.** The intent of the County is to seek proposals for the enhancement and expansion of the current video surveillance system in place at the Cole County Courthouse, Cole County Annex, Carnegie Building, and the Maintenance Building. The objective of this project is to enhance the existing system by replacing cameras with higher resolution sensors and expanding coverage into areas currently lacking surveillance. Additionally, the project aims to implement an upgraded Video Management System (VMS) platform to improve user accessibility to camera feeds. Included in the scope of this RFP are the procurement, installation and integration of the central management software, recorders and cameras; performance testing; training; and technical support. The final product of this RFP shall be a properly installed, turnkey solution for which the awarded party has provided training of sufficient scope and depth to ensure successful system operation by the County.

3.2 **PROJECT TIMELINE.** The County has a flexible schedule with this project, but would like to start this project as soon as possible.

3.3 **OCCUPANCY.** The buildings involved will be occupied at the time of work. The contractor shall provide service during normal business hours.

The successful contractor is to employ measures to maintain access and egress and to protect and maintain public safety for the duration of work contemplated herein.

3.4 **WORK QUALITY AND WORK TASK.** All work performed by the contractor shall be conducted in a professional manner consistent with accepted and customary business standards for these services. Where not more specifically described in any of the various sections of these specifications, work shall conform to all of the methods and operations of best standards and accepted practices of the trade.

3.4.1 The contractor shall keep the premises clean generated by the work involved and shall leave the premises neat and clean. The contractor, at the contractor's expense, shall dispose of all surplus materials, rubbish, etc. The work area shall be cleaned at the end of each workday. All materials, tools, equipment, etc. shall be removed or safely stored. The County is not responsible for theft or damage to the contractor's property. All possible safety hazards to workers or the public shall be corrected immediately and left in a safe condition at the end of each workday. If there are any questions within this area, please reach out to Brian Ridenhour.

3.5 **EXISTING INSTALLATION.** The current system in the Sheriff's Departments consists of an NVR installed in the MDF. 1 IP camera is installed in each of the interview rooms. 1 Louroe Electronics microphone is installed in each of the 5 interview rooms that is connected back to the NVR and encoded to a digital signal.

Interview Room 1-5 have a momentary push button installed on the outside of the rooms on the adjacent wall. This button lights up when pushed and begins recording (audio and video) to the NVR. Interview room 2 also incorporates a sign above the door that lights up when recording is activated.

In the Cole County Jail there are 2 interview rooms. Each room has 1 camera and microphone installed, consistent with the Sheriff's Office interview rooms. There is an NVR for the jail in the jail IDF.

The 2 Jail interview rooms also have a momentary push button installed to being recording. These buttons are located inside of the interview rooms.

A workstation is installed in the Sheriff's Office Detective Office. This workstation is used to monitor live video and review/export recorded video.

The vendors are responsible for the removal and recycling of all existing equipment and cable. Hard drives from NVRs should be removed and transferred to the County IT Department.

The existing system should remain operational as the new system is being installed. Coordination with the IT Staff and the Sheriff's Department will be necessary to ensure minimal down time.

3.6 **NEW INSTALLATION.** The Sheriff's Office and the Cole County Jail interview rooms will be updated with a new NVR that has the capabilities for all 7 interview rooms to be used at once. The existing client workstation area will be updated, and a second client workstation area will be added. All cameras and microphones to be replaced. Existing push buttons, with lights, that start/stop the recording should be integrated into the new install and continue to function.

3.7 **NETWORK INFRASTRUCTURE.**

- Replace existing data cable from MDF/IDF to each interview room with category 6 twisted pair data cable, ensuring appropriate cable jacket ratings.
- New data cable should be installed discreetly and use existing cable pathways that are available.
- All cable should be supported by J-hooks, cable trays or similar.
- Obtain approval for any exposed cable, conduit, or raceway from IT staff.
- All 7 rooms should be supported by one new NVR, to be located in MDF. The Jail cameras will be connected to the Counties network switches in the jail. The County will create a VLAN that all cameras and clients will be connected to.
- POE switch ports provided by the County.
- Network cables (both ends) and patch panels should all be machine labeled as per IT department guidelines.
- Include all network infrastructure needed to ensure system is operable, i.e. patch cords, monitor cables.

3.8 **NVR & CAMERA DEPLOYMENT.**

- Install 7 new IP cameras, 1 camera in each interview room.
 - Camera placement in each interview room will not change.
- Install 7 new IP microphones, 1 microphone in each interview room.
 - The location of the existing microphones will NOT be reused.
 - Microphones will be installed on the ceiling over the interview table.
- Replace existing client workstation with updated windows client workstation.
 - The new client should be installed in the Detective's Office, where the current client is.
 - Provide a 32" 4K computer monitor for this workstation.
 - Provide keyboard and mouse.
 - Provide external speakers.
- Provide a new windows client workstation near the Detective's conference table.
 - The new client should be connected to the existing wall mounted television across from conference table.

- The new client should be installed in a neat and clean fashion without exposed wires.
- Provide and install HDMI cable between client workstation and existing television.
- Provide wireless keyboard and mouse.
- Install a new data connection between workstation and MDF. Network drops should be terminated on the client side with a wall data jack or surface biscuit, machine label the cables/wall plate.
- All IP devices should be pre-addressed to IP scheme provided by the County's IT department prior to installation.

3.9 COMPLIANCE AND SUPPORT.

- Ensure all hardware complies with the National Defense Authorization Act.
- Use only new equipment with full factory warranty, purchased from authorized distributors.
- Provide 1-year of remote and onsite support for software, hardware, and workmanship; include pricing for additional support years.
- Specify guaranteed response time for service calls and distance to your nearest company office.
- Submit proposals with three reference client installations of similar projects.

3.10 VIDEO MANAGEMENT SOFTWARE REQUIREMENTS.

- Premise-based software solution with on-site recording to comply with County data privacy rules.
- Storage of video at full resolution 24/7 and 30 frames per second with person detection (not motion) for 180 days at full resolution.
- Compatibility with ONVIF profile S cameras.
- Automatic configuration via import of settings from a manufacturer's planning tool project.
- Multi-server system
 - Clients can connect to multiple servers simultaneously.
- Installation
 - Check that the system is running as expected after installation using manufacturer Installation Verifier. Manufacturer Installation Verifier should generate a PDF report including system test results.
- Alert Tabs
 - Receive system alarms and alerts from action rules.
 - Links to alarm recordings are also provided.
- Security
 - Multiple user access levels with password protection using local or Windows domain users (Active directory).
 - HTTPS protected connection between the server and devices.
 - AES-256 encrypted connection between server and client.
 - All connections must support TLS 1.2.
- Event Triggers
 - Ability to trigger events from the manufacturer's open application development platform applications, events from object analytics, various triggers including motion detection, system event and error, input/output, action button, manufacturer's access management solution event, external HTTPS and device event including manufacturer Guard Suite, perimeter defender, manufacturer and third-party applications.
- Event Actions

- Various actions including record, raise alarm, send email, live view, set output, sent HTTP notification and access control triggers.
- Data Search
 - Object search with smart search 2.
 - Ability to search humans by color of upper and lower clothing.
 - Ability to search vehicles by color and type.
- Video Compression
 - H.264 (MPEG-4 Part 10/AVC) Baseline, Main and High Profiles
 - H.265 (MPEG-H Part 2/HEVC) Main Profile
 - MPEG-4
 - Motion JPEG
- Video Streaming
 - Multiple, individually configurable streams in H.264, H.265 and Motion JPEG
 - Controllable frame rate and bandwidth
- Frame rate
 - Up to 180 fps per camera for the Windows client
 - Up to 60 fps with 1080p and 30 fps with 4K for the mobile app on iOS and Android
- Pan/Tilt/Zoom
 - Control of PTZ and dome cameras using mouse, keyboard, or joystick
 - Area zoom for network cameras
 - Programmable hotkeys
 - Support for PTZ priority
- Live View
 - Flexible live view configuration, corridor format, multiple monitors, hot spot, camera/view sequence, site maps, web page, digital PTZ, dewarp, onscreen control and action buttons.
- Recording Playback
 - Search for recordings based on camera, date and timeline visualization, smart search, video scrubbing, bookmarks.
 - Ability of locking prioritized recordings
 - Up to 64x or frame by frame
 - Up to 36 cameras synchronized playback
 - Single images in JPEG format
- Recording Export
 - Manual and scheduled export
 - Digital signature on exported recordings, standalone player
 - Video redaction before exporting to protect third-party privacy
 - Incident report to manage case information
 - Notes added to video sequences
 - Password protection when exporting to ZIP
 - Export to ASF, MP4, and MKV
- The main unit shall be manufactured by a company that has signed and supports the UN Global Compact initiative as defined by United Nations www.unglobalcompact.org

3.11 RECORDING SERVER REQUIREMENTS:

- Uses a Trusted Platform Module (FIPS 140-2 level 2 certified) to encrypt both the operating system drive and stored video, comes preloaded with pre-configured software
- Extensive support and 5-year warranty
- The manufacturer shall provide free upgrades to new software releases within the same major version for the lifetime of the version.
- The embedded analytics shall be backed by free support within warranty period.

- The security vendor shall submit credentials of completed manufacturer certification, verified by a third party organization, as proof of the knowledge.
- The main unit shall be manufactured by a company that have signed and support the UN Global Compact initiative as defined by United Nations www.unglobalcompact.org/
- System scalability
 - Tested with 15 live view clients, 2 clients performing heavy playback or scrubbing operations
- Memory 2x 8 GB
- Operating system
 - Microsoft ® Windows ® 10 IoT Enterprise LTSC 2021
 - Built-in operating system recovery: yes
 - Operating system drive: 240 GB SSD
- Remote server management
 - iDRAC 9 basic license
- Security
 - Support for encrypted operating system drive and recording drive
 - FIPS 140-2 level 2 certified Trusted Platform Module (TPM 2.0)
- Services
 - Next Business Day Onsite Support
 - Keep Your Hard Drive
- Warranty
 - 5-year warranty

3.12 CLIENT WORKSTATION REQUIREMENTS.

- Processor
 - Intel® Core™ processor
- Memory
 - 8 GB (2 X 4 GB)
- Graphics Card
 - Intel® UHD Graphics
- Power
 - Max 90 W, 100-240 V AC, 1.5 A 50/60 Hz
 - 19.5 V DC 4.62 A
 - External AC/DC adapter
- Connectors
 - Front side
 - 1x Audio line in/out
 - 1x Universal audio jack
 - 1x USB 3.2
 - 1x USB 3.2 gen 2 2x2 USB-C port
 - Rear side
 - 1x RJ45 Ethernet
 - 4x USB 3.2
 - 2X DisplayPort 1.4a
- Video Streaming
 - Live View:
 - 1 stream x 4K at 30 fps
 - 4 split x 1080p at 30 fps
 - 9 split x 720p at 30 fps
 - 16 split x 360p at 15 fps
 - 25 split x 360p at 15 fps

- 36 split x 360p at 15 fps
 - Any combination of the above maximum two 4K monitors where only one monitor can show streams at 30 fps
 - Playback
 - Supports the same split scenarios as for live view
- Operating System
 - Microsoft® Windows® 10 IoT Enterprise LTSC 2021
 - Built-in operating system recovery: yes
 - Operating system drive: 256 GB SSD
- Security
 - Support encrypted operating system drive
 - FIPS 140-2 level 2 certified Trusted Platform Module (TPM 2.0)
- Warranty
 - 5-year warranty

3.13 IP CAMERA REQUIREMENTS:

- The specified unit shall be of manufacturer's official product line, designed for commercial and/or industrial 24/7/365 use
- See appendix A for specific camera requirements
- The specified unit shall be based upon standard components and proven technology using open and published protocols
- The specified unit, including all its components, shall not contain any added PVC, BFR and CFR
- The manufacturer shall have signed and support the UN Global Compact initiative as defined by United Nations
- The manufacturer shall provide a five (5) year limited hardware warranty for product that is free from defects in design, workmanship and materials under substantiated normal use. Defective products under the warranty period will be either repaired or replaced by the manufacturer
- The products shall be IP-based and comply with established network and video standards
- The product shall be powered by the switch utilizing the network cable
- The product shall be fully supported by an open and published API (Application Programmers Interface), which shall provide necessary information for integration of functionality into third-party applications
- The camera shall operate on an open source and Linux-based platform, and include a built-in web server
- Encoding
 - The camera shall provide independently configured H.264, H.265 and Motion JPEG streams
 - The camera shall provide configurable compression levels
 - The camera shall provide a video streaming indicator
 - The camera shall support standard baseline profile with motion estimation
 - The camera shall support motion estimation in H.264/MPEG-4 Part 10/AVC
 - The camera shall support motion estimation in H.265 (MPEG-H Part 2/HEVC)
- The camera shall support scene adaptive bitrate control with one of the following capabilities to lower bandwidth and storage:
 - Automatic dynamic Region of Interest to reduce bitrate in unprioritized regions in order to lowering bandwidth and storage requirements
 - Automatic dynamic Group of Pictures of lower bandwidth and storage requirements
 - Automatic dynamic Frames per Second to lower bandwidth and storage requirements

- Bitrate control shall not limit camera features
- The camera shall incorporate wide dynamic range – forensic WDR functionality
- Web Server
 - The camera shall contain a built-in web server making video and configuration available to multiple clients in a standard operating system and browser environment using HTTP, without the need for additional software
 - Optional components downloaded from the camera for specific tasks shall be signed by an organization providing digital trust services
- Event Conditions
 - The camera shall be equipped with an integrated event functionality
 - Device status
 - Operating temperature failure
 - IP address
 - Live stream
 - Network lost
 - System ready
 - Edge Storage
 - Recording ongoing
 - Storage disruption
 - Storage health
 - MQTT
 - Subscribe
- Security
 - The camera shall support the following:
 - Secure web browsing
 - The use of HTTPS and TLS, providing the ability to upload signed certificated to encrypt and secure authentication and communication of both administration data and video streams.
 - Restrict access to the built-in web server by usernames and passwords at three different levels
 - Certificate Management
 - Provide centralized certificate management, with both pre-installed CA certificates and the ability to upload additional CA certificates providing digital trust services
- Enhanced security features
- The use of signed firmware validates the firmware’s integrity before accepting to install it
- The use of a secure boot process, based on the use of signed firmware, ensures that the camera can boot only with authorized firmware
- The use of a cryptographically verifiable hardware module where a collection of certificates, required to verify device identification, is installed.
- Support for encrypted filesystem (AES-XTS-Plain64 256it)
- The collection of certificates (using IEEE 802.1AR) proves that the device and its firmware are authentic and produced by the manufacturer
- The product shall include a tamper-resistant hardware module, certified to at least Common Criteria EAL6+
- The product shall include a tamper-resistant hardware module. The module shall use a Trusted Execution Environment (TEE), providing a set of cryptographic features suitable for protecting private keys from unauthorized access
- The use of signed video (adding cryptographic checksum to H.264 videos signed by the manufacturer’s secured device ID) provides support for validating the video’s authenticity and origin
- Authentication

- IEEE 802.1x (EAP-TLS, PEAP-MSCHAPv2) authentication
- IEEE 802.1 AE (MACsec PSK/EAP-TLS) authentication
- Restrict access to pre-defined IP addresses via a host-based firewall
- Brute force delay protection
- Firmware Support
 - The manufacturer should provide a Software Bill of Material (SBOM) for each product firmware in machine-readable format (CycloneDX, SPDX) that contains information about the software composition of the device's operating system, publicly available for download
 - The manufacturer must provide firmware with long-term support that only contains corrections for critical bugs, security flaws and performance issues
 - The device should maintain high-level cybersecurity without introducing any significant functional changes or affecting any existing integrations
- Analytics
 - The camera shall provide a platform allowing the upload of third-party applications into the camera
 - The camera shall be supplied with preinstalled advanced video analytics capabilities, capable of detecting and classifying humans and vehicle's in non-critical indoor and outdoor spaces
 - The camera shall provide a function to measure how long an object (human or vehicle) stayed in a monitored area

4.0 SUBMISSION GUIDELINES

- 4.1* General Requirements. In order to be considered for selection, respondents must submit a complete response to this RFP and include one (1) original and two (2) exact duplicates.
- 4.2* Proposal Preparation. Proposals shall be prepared by providing a straightforward, concise, and thorough description of the respondent's capabilities to satisfy the requirements of this RFP and the needs of Cole County. Emphasis should be on brevity, completeness and clarity of content.
- 4.3* Technical Proposal Requirements. Each respondent's proposal shall be organized in the sequence indicated below:
- 4.3.1. Cover Page. Page 1 of this document, fully executed.
 - 4.3.2. Qualifications and References. Respondents must have experience installing video surveillance system, and shall provide a written narrative describing the contractor's expertise and experience relative to this project.
 - 4.3.3. Proposed Approach. Contractors shall provide sufficient detail to demonstrate an understanding of the needs of Cole County and the ability to satisfy all requirements. At the minimum, the respondents shall address the following:
 - Overview of proposed system capabilities and advantages
 - Hardware requirements for the proposed system
 - Brief project implementation plan with estimated time for each step or phase
 - Training plan
 - Support of the system following implementation
 - Service and maintenance factors

- Identification of any specific items that need to be addressed by Cole County for the successful implementation of the system

4.3.4. Proposal Cost. Respondents shall submit a bid for a turn-key video surveillance solution for Cole County based on the information obtained during the mandatory pre-bid meeting and this RFP. The cost proposal shall include all costs required for the successful implementation of this project and ongoing support/maintenance and should clearly identify any items beyond the scope of the proposed solution. Proposals shall be itemized at the component level.

- 4.4 Installation work in specific sensitive areas may have limited access and work may need to be performed outside of business hours
- 4.5 The contractor shall submit credentials of completed manufacturer certification, verified by a third party organization, as proof of the knowledge
- 4.6 Provide data sheets for all proposed hardware and software with your submission
- 4.7 Due to the secure nature of this installation only regular employees of the contractor should perform any work onsite. Subcontracts labor is not approved for this project.
- 4.8 Include a statement on how change orders are handled and calculated by your company
- 4.9 Proposals for alternate brands/models must be submitted for approval prior to bid submission.

5.0 WORK RESTRICTIONS.

- 5.1 **BID BOND.** Each proposal shall be accompanied by a Bid Bond, Certified Check, Cashier's Check or Bank Money Order payable to the County of Cole for an amount equal to Five Percent (5%) of the amount of the bid submitted. This is to act as a guarantee that the respondent will enter into contract with Cole County and will furnish an acceptable performance. If a Bid Bond is used (in lieu of a certified check, cashier's check, or bank money order), it must be in the form provided and executed by the respondent as principal and by a surety company authorized to do business in the State of Missouri as surety. The agent executing the same on behalf of the surety company must attach a current Power of Attorney setting forth his authority to execute the bond involved. Certified Checks, Cashier's Checks or Bank Money Orders of unsuccessful bidders will be returned as soon as the award is made. The checks or bank money orders of the successful bidder will be retained until the contract is executed and a satisfactory Performance Bond in the amount equal to the bid amount is furnished.
- 5.2 **PERFORMANCE AND PAYMENT BOND.** A Performance and Payment Bond will be required upon the execution of a contract for any project for which total costs exceeds \$25,000. The successful Bidder shall provide a Bond, Certified Check, Cashier's Check or Bank Money Order payable to the County of Cole for an amount equal to One Hundred Percent (100%) of the awarded portion of work before work is commenced guaranteeing the Contractor's performance of the work as specified and awarded. Said bond shall be in a form approved by the County and shall be by such company or companies as may be acceptable to the County in its sole and absolute discretion. The amount of the bond shall be equal to the total dollar amount of the Contractor's proposal as accepted by Cole County.

Appendix A

INTERVIEW ROOM CAMERA MINIMUM SPECIFICATIONS:

- Specified model is Axis M3086-V 02374-001
- 93-degree vertical field of view
- 130-degree horizontal field of view
- 75 pixels per foot at max distance from camera to opposite corner of room
- Deep learning processing unit capable with System on Chip
- 30 frames per second
- Wide Dynamic Range, up to 120 dB
- Support for external IP microphone
- Object analytics that provide object classification for people
- Signed OS
- Secure Boot
- POE
- Support for microSD card
- PVC free housing

ADDITIONAL SPECIFIED HARDWARE:

- Axis S1216 Rack 8 TB 02895-001
- Axis T94B02M J-Box/Gang Plate x7 5801-421
- Axis T6112 Mk II Audio and I/O Interface x7 02554-001
- Enterprise Hard Drive 8 TB x3 02472-001
- Axis S9301 Client Terminals, x2 02693-004

ALTERNATE MODELS MUST BE APPROVED BY COLE COUNTY IT DEPARTMENT PRIOR TO BID SUBMISSION

BID NUMBER 2025-17

EXPERIENCE & REFERENCES

To be considered qualified by the County for the work contemplated herein, the respondent must have a minimum of three (3) years' relevant experience. For the purpose of verifying quality of service, please list customer references that the County may contact (minimum of three) to verify quality of work.

Years' relevant experience in projects of similar size and scope: _____ years

REFERENCE ONE

Owner Name: _____ City/State: _____

Contact Person/Title: _____

Phone/Email: _____ Contract Period: _____

Scope of Work: _____

REFERENCE TWO

Owner Name: _____ City/State: _____

Contact Person/Title: _____

Phone/Email: _____ Contract Period: _____

Scope of Work: _____

REFERENCE THREE

Owner Name: _____ City/State: _____

Contact Person/Title: _____

Phone/Email: _____ Contract Period: _____

Scope of Work: _____

REFERENCE FOUR

Owner Name: _____ City/State: _____

Contact Person/Title: _____

Phone/Email: _____ Contract Period: _____

Scope of Work: _____

REFERENCE FIVE

Owner Name: _____ City/State: _____

Contact Person/Title: _____

Phone/Email: _____ Contract Period: _____

Scope of Work: _____

ANTI-COLLUSION STATEMENT

STATE OF _____)

COUNTY OF _____)

_____ being first

duly sworn, deposes and says that he is _____
(title of person signing)

of _____

(Name of Bidder)

that all statements made and facts set out in the proposal for the attached bid are true and correct; and that the bidder (The person, firm, association, or corporation making said bid) has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with such bid of any contract which result from its acceptance.

Affiant further certifies that bidder is not financially interested in, or financially affiliated with, any other bidder for the attached bid .

(BY) _____

(BY) _____

Sworn to before me this _____ day of _____, 20 ____

Notary Public

My Commission expires: _____

**Affidavit of Compliance with Section 285.525-285.550 RSMo
For All Services in Excess of \$5,000.00**

State of _____)
County of _____) ss

I, _____, am an authorized agent of _____ (Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County of Cole. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program (signature page of the MOU with Homeland Security) is attached to this affidavit.

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1 RSMo, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Affiant Date

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

Notary Public

My commission expires: _____

If bidder is an individual and does not have any employees of any sort, complete this section.

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

Date Signature

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

Notary Public

My commission expires: _____

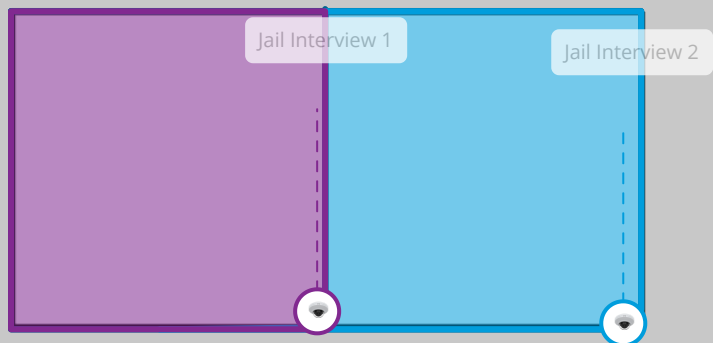
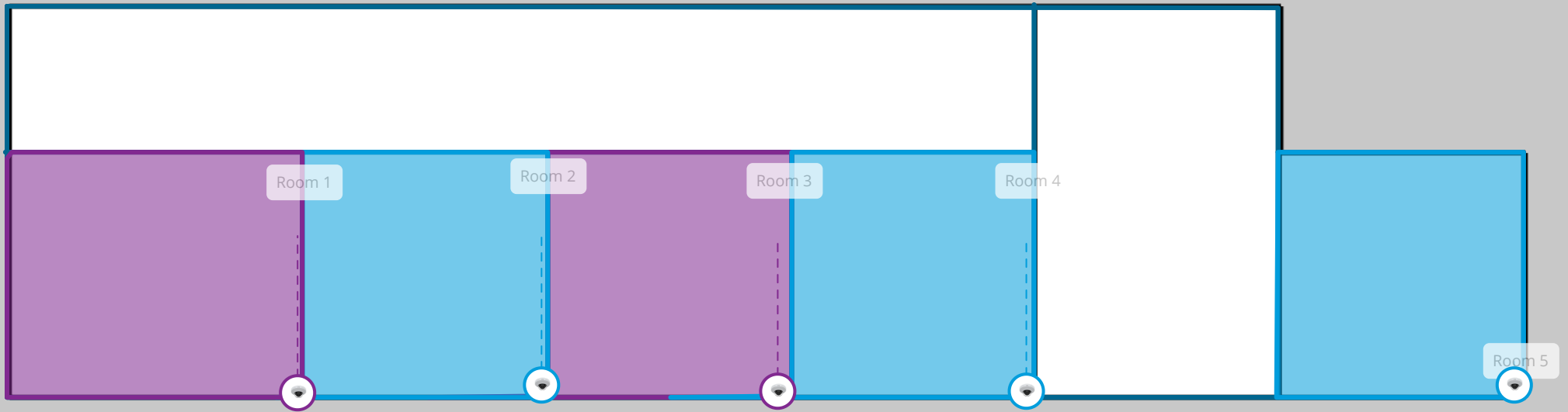
Sample E-Verify Memo of Understanding – MOU Electronic Signature Page



Company ID Number: XXXXXXXX

Approved by:

Employer <i>Your Company Name</i>	
Name (Please Type or Print) <i>John Doe</i>	Title
Signature <i>Electronically Signed</i>	Date <i>11/30/2023</i>
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 11/30/2023



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