



Request for Qualifications N42984

Design Services for the New West Patrol Station

Date of Request: April 9, 2026

Response Due By: May 5, 2026

Written responses and requests for information should be directed to:

Arenis Montes

Unified Government of Wyandotte County/Kansas City, Kansas

Office of Procurement & Contract Compliance

Phone: 913-573-5279

a.montes@wycokck.org



SOLICITATION

REQUEST FOR QUALIFICATIONS

Design Services for the New West Patrol Station

PURPOSE

The Unified Government of Wyandotte County/Kansas City, Kansas (Unified Government) is seeking Statements of Qualifications from professional and qualified Architects to prepare engineering plans and construct a new 15,000-20,000 square foot West Patrol Station for the Kansas City Kansas Police Department with fuel pumps and tanks. Currently, the Unified Government has acreage available that it believes to be a workable site solution. The plans will also include designs to construct two steel buildings in the 2029 budget process. The Unified Government will not be looking for any owner representative services for this project.

The project is included in the 2026/2027 CMIP with an existing budget of \$10,500,000. However, due to the budgetary nature of this project, funding must be reviewed and approved by the Commission. No contract for services will be executed unless and until approval is granted.

The successful Architect will be responsible for determining the building design to serve the needs of the working group involved in the project. The Architect will be responsible for establishing priorities and setting schedule in order to meet that final agreed upon delivery date. The Unified Government and the contractor will establish a guaranteed maximum price.

The Offeror must demonstrate prior experience and interest in this type of project. Written proposals with qualifications are required.

The Offeror understands and agrees that, should it be awarded a contract for services under this Request for Qualifications, it will be bound by the Unified Government's Exhibit A, General Contractual Provisions, attached hereto as Attachment 1, and incorporated by reference as if fully set forth herein.

The Unified Government reserves the right to include additional terms and conditions during the contracting process.

Request for Qualifications does not guarantee the Unified Government will award for such services. All information provided by Offerors shall be at no cost and without obligation to the Unified Government.

FOR ANY QUESTIONS REGARDING THIS REQUEST FOR QUALIFICATIONS
PLEASE CONTACT: **Arenis Montes** in writing via email a.montes@wycokck.org

I. FORMAT OF SUBMITTALS

Submittals shall be turned in at the date, time and location specified in the Request for Qualifications and shall be clearly marked “**N42984 Design Services for the New West Patrol Station**”.

Submissions shall include the following and be in the following format:

I. General Section Submission

- A. The general section shall contain:
 - 1. A letter of interest
 - 2. Qualifications must include the following plus a brief description of the firm and statement of qualifications including:
 - a. Complete name and address of the firm;
 - b. The name, mailing address, and telephone number of the person the Unified Government should contact regarding the firm’s qualifications;
 - c. The titles and size of the firms various divisions;
 - d. Project management;
 - e. The firm’s quality assurance programs;
 - f. Headquarters location;
 - g. Corporate structure size;
 - h. Location and history of the firm’s Kansas City office, if applicable;
 - i. The names, address and telephone numbers of at least three local municipality references with which the firm has contracted for similar services. Local municipality in this context means local to the Kansas City area;
 - j. Examples of Police Station design/build projects, with references, that the firm has completed in the last five to six years;
 - k. A minimum of three (3) references who can verify the firm’s ability to provide the scope of services requested;
 - l. Notice of Litigation;

- i. Provide information regarding any filed, pending or threatened litigation during the past five years against your firm.
- B. The general section shall be limited to a maximum length of twenty (20) pages. The cover page, page dividers, and signed attachments do not count against the page limit. A page is considered as each side of a sheet and it would be acceptable to print one-sided.
- C. All statements of qualifications will be reviewed by committee. The Unified Government reserves the right to ask for clarifications or expansion of information submitted by any or all offerors. Selection will be based on the written qualifications and performance data including any written amendments or at its discretion prepare a short list of no fewer than three (3) candidates that it considers to be most qualified, unless the committee determines that fewer than three firms are qualified. The selection committee may or may not interview any of the selected firms.

For questions and inquiries contact Arenis Montes amontes@wycokck.org or 913-573-5279. Telephone conversations must be confirmed in writing by the interested party.

Firms interested in being considered for this project must submit their Statement of Qualifications:

Please submit one (1) marked original and one (1) marked copy in the sealed envelope with the name of the Request for Qualifications and #N42984 clearly marked on the outside of the envelope.

One (1) electronic copy containing an exact PDF format of all the documents **must** be submitted in the e-Procurement site which may be accessed through this link: https://purchasing.wycokck.org/eProcurement/Vendor_Login.aspx.

III. Proposed Project Schedule

Date	Event
Thursday, April 9, 2026	Distribution of RFQ
Friday, April 17, 2026	Site Pre-Proposal Conference Registration Form Due by 1:00 p.m.
Monday, April 20, 2026	Mandatory Pre-Proposal Meeting at 2:00 p.m.
Tuesday, April 21, 2026	Last day for Offerors s to submit written questions (Noon, CST)
Friday, April 24, 2026	Responses to written questions from Offerors will be provided

Tuesday, May 5, 2026	Responses due before 2:00 p.m. CST
TBD	Notice to firms selected for interviews
TBD	Contract Award

IV. **Mandatory Pre-Proposal Meeting**

A Mandatory Pre-Proposal Meeting will be held at 2:00 PM, Central Standard Time, on Monday, April 20, 2026, on the 5th Floor Conference Room located at 701 N. 7th Street, 5th Floor, Room 515, Kansas City, Kansas 66101.

The purpose of the Pre-Proposal Meeting is to discuss the work to be performed with the prospective Architects and allow them to ask questions concerning the RFQ.

The Site Pre-Proposal Conference Registration Form is due to Arenis Montes, a.montes@wyvock.org, by 1:00 pm on Friday, April 17, 2026. Failure to submit the form will result in exclusion from the Pre-Proposal Conference.

Offerors with a disability needing accommodation should contact the procurement officer prior to the date set for the Pre-Proposal Meeting so that reasonable accommodation can be made.

Instructions for Submission of Statement of Qualifications

Your response, including the signature page set out as Attachment A, should be delivered as follows:

Day and Date Proposal is due: Tuesday, May 5, 2026

Time Proposal is due: 2:00 PM, Central Time

Send Proposal to:

Unified Government of Wyandotte County / Kansas City, KS
 Department of Clerks Office
 701 North 7th Street, Suite 323
 Kansas City, Kansas 66101-3064
 Attention: Arenis Montes

Registration in the e-procurement system is required in order respond to this Request for Qualifications. Questions regarding the registration or upload process can be sent to Arenis Montes, a.montes@wycokck.org.

Below is an example of the information required on your proposal package.

You may use this as a label if you wish.

Unified Government of Wyandotte County/Kansas City, KS

Attn: Unified Government Clerks Office

701 N. 7th Street, Room 323

Kansas City, Kansas 66101

REQUEST FOR QUALIFICATIONS

Design Services for the New West Patrol Station

RFQ N42933

OPENING DATE/TIME:

May 5, 2026 - 2:00 PM

Registration in the e-procurement system is required in order respond to this Request for Qualifications.

Offerors must submit a complete proposal that includes the following: Signature page, Debarment, No Response Form, and Site Pre-Proposal Conference Registration Form as Attachments 2, 3, 4, and 5 on the Unified Government's e-procurement site which can be accessed at: <https://purchasing.wycokck.org/eProcurement>

If Offeror has not previously done so, please register to do business with the Unified Government at the website mentioned above, this is a requirement for participating in the Request for Qualifications process. Please follow directions on the site and if you need assistance contact: Sharon Reed at 913.573.5440. We strongly recommend that you give yourself sufficient time of at least **TWO (2) days** prior to the response deadline to begin the uploading process and to finalize your submission.

V. Background Information

Background information concerning this project is as follows:

The Unified Government of Wyandotte County/Kansas City, Kansas is a consolidated city/county government serving all of the citizens of the City of Kansas City, Kansas, and Wyandotte County. The City of Kansas City, Kansas is located entirely in Wyandotte County and, along with ten other Kansas and Missouri counties, makes up the Metropolitan Kansas City Region with a population of approximately 1.6 million. The Cities of Kansas City, Kansas and Kansas City, Missouri are separated by the Kansas-Missouri border and are independent of one another in all aspects. Please refer to the Unified Government website for additional information at www.wycokck.org.

This project is for the design of new police station to serve Western Wyandotte County. The new police station will be located on a seven and three-tenths (7.3) acre lot in Kansas City, Kansas. The Unified Government intends to utilize some or all the design work for this police station as a template for future police station renovations and/or the new construction of future police stations.

While the design will be determined by the Offeror, the desired list of elements includes two captain's offices, one major's office, a 4-station sergeant's office, male and female locker rooms, roll-call room, lobby with vestibule and public entrance, a drive-thru sally port for up to 3-6 patrol cars. Additionally desired features include a break room/kitchenette, 25-50 parking stalls, designated spaces for the Special Operations Unit and the Traffic Unit, and potentially a community meeting room plus any other amenities budget would allow.

If the elements listed above exceed the requested 15,000-20,000 square feet, the Offeror must provide a recommended size adjustment necessary to make the facility fully operational.

The project will be directed and managed by the Unified Government Building and Logistics Department. The Department will work closely with the design team to help ensure a successful project process and outcome. In addition, the project will have a user committee made up of representatives from various Unified Government departments.

It is anticipated that construction of this project will be undertaken at a later time with a Construction Manager at Risk form of contract. Operationally, we will expect a highly integrated and deeply cooperative team approach to the entire process of design and construction. It is our intent to work with a CM that has demonstrated a successful history of working in this manner. It is also our intent to invite our design team to participate in the selection of the Contractor through a separate formal solicitation process.

For the design of the project, we are seeking firms/teams that can bring outstanding expertise and understanding in the following areas.

- State of the art understanding of Police Station needs and equipment maintenance and servicing as well as exemplary knowledge of overall Police Station operations.
- Innovative approaches to systems and building envelope design for maximum energy performance.
- Significant experience in addressing all areas of environmental stewardship at a very high level.
- Design of technically demanding operational facilities that also clearly epitomize high quality civic architecture.
- Design of long life, low maintenance, flexible and enduring facilities.
- Design that can be utilized for future police stations throughout the county.
- Design that includes gas pumps and tanks for patrol vehicle refueling.

VI. Scope of Services

The basic scope of services will be structured generally around those services defined in article 3 of a modified AIA Document B133-2014 Standard form of Agreement Between Owner and Architect., Construction Manager as Constructor Edition. The Unified Government General Terms and Conditions to this document will be distributed to finalists for reference. In addition to these standard design, documentation and construction administration services, the following will also be required:

- Pre-design program development, budget evaluation and potential modifications and adjustments.
- Alternative deployment and configuration development and analysis.
- Comprehensive Interior Design services with attention to detail, quality and finish of materials.

- Submissions for and attendance at all required presentations to regulatory boards and commissions such as, but not limited to, any municipal zoning or review boards, the Public Building Commission, etc.
- Architectural Design Document Delivery and Ownership: All design and documentation will become property of the Unified Government.
- Record Documentation: The design team will provide, as part of basic services, a detailed set of record or as-built drawings showing significant changes in the work made during construction based on information furnished by the Construction Manager. This information will be provided in the same manner as the construction documents indicated above. Mechanical and electrical systems and equipment schedules with as-built information added will be submitted in specified spreadsheet or database formats.
- Start-up Assistance: The design team will assist the Unified Government and Construction Manager in providing comprehensive and detailed building system operation instruction to Unified Government personnel at the time of project turnover.
- Sustainable Design Integration: The design team will be responsible for evaluating and presenting for consideration, design concepts, building materials and systems that have a reduced adverse impact on the local and global environment.
- Post Occupancy Services: In coordination with the Construction Manager, the design team will be responsible for addressing any problems or other situations relating to the appropriate operation of the facility during the first year of occupancy. In addition, the design team will be required to prepare the one-year warranty review for presentation to the Construction Manager.
- Possibility of future work on future police stations utilizing a substantially similar design.

V. Selection Criteria

Offerors will be selected based on experience and expertise in the areas listed below.

1. Related Experience and References for Similar Projects 30 **Points**

- a. Development and construction of police stations or public safety facilities that support the administrative and operational needs of a law enforcement officers and administrative staff.
- b. Project Team Members (include applicable resumes) Questions regarding the personnel:
- c. Do the individuals assigned to the project have experience with police stations?
- d. Are resumes complete and do they demonstrate backgrounds that would be desirable for individuals engaged in the work the project requires?
- e. How extensive is the applicable education and experience of the personnel designated to work on the project?
- f. How knowledgeable are the Offeror's personnel of the local area and how many individuals have worked in the area previously?

Questions regarding the firm:

- g. How well has the firm demonstrated experience in successfully completing police stations and similar projects?
- h. How successful is the general history of the firm regarding timely and successful completion of projects?
- i. Has the firm provided letters of reference from previous clients?
- j. If a subcontractor will perform work on the contract, how well do they measure up to the evaluation used for the Offeror?

2. Understanding the Project

25

Points

- a. How well has the Offeror identified pertinent issues and potential problems related to the project?
- b. How well has the Offeror demonstrated that it understands the deliverables the Unified Government expects it to provide?
- c. How well has the Offeror demonstrated an understanding and experience in working in construction management at risk structure and integrated team process?
- d. Does the team have the experience and understanding to be successful in a Construction Manager at Risk delivery process?

3. Project Approach

20

Points

- a. Conducting space needs analysis involving multiple agency users;
- b. Developing conceptual building layouts and elevations, and conceptual and final site plans;
- c. Managing the planning approval process; and
- d. Overseeing and administering the construction program.

4. Managing to the available budget.

25

Points

- a. How well does the firm demonstrate the ability to manage the available budget from previous projects?

VI. Attachments

Attachment 1 – Exhibit A – General Contractual Provisions

Attachment 2 – Signature Page

Attachment 3 – Debarment

Attachment 4 – No Response Form

Attachment 5 – Site Pre-Proposal Conference Form

EXHIBIT A

UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS,
GENERAL CONTRACTUAL PROVISIONS

1. Parties: Unified Government of Wyandotte County/Kansas City, Kansas, hereinafter called "Unified Government", and “ _____”, hereinafter called "Contractor."
2. **Compliance with Law.** CONTRACTOR shall comply with all applicable local, state, and federal laws and regulations in carrying out this Agreement, regardless of whether those legal requirements are specifically referenced in this Agreement.
3. **Authority To Contract.** CONTRACTOR represents that it possesses legal authority to contract, that it has undertaken any official action required by its governing documents to enter into this Agreement, that its undersigned representative is duly authorized to execute this document on its behalf, that it agrees to be bound by all the provisions of this Agreement, and that the person identified as its official representative is authorized to act on its behalf in the implementation of this Agreement.
4. **Modification of Agreement.** This Agreement may be modified, amended, or supplemented only in writing executed by both parties and will be subject to renegotiation in the event of changes to applicable law, rules, or regulations affecting the subject matter of this Agreement. The Unified Government expressly states that it will not be bound by any content on CONTRACTOR’S website, even if the CONTRACTOR’S documentation specifically references said content or attempts to incorporate it into any quote, sales agreement, or other communication, including but not limited to terms and conditions associated with setting up or logging into an online account or portal.
5. **Assignment.** Neither CONTRACTOR nor the Unified Government shall, sell, transfer, assign, or otherwise dispose of any rights or obligations created by this Agreement without the written consent of the other party.
6. **Cash Basis Law.** This Agreement is subject to the Kansas Cash Basis Law, K.S.A. 10-1101 *et seq.* and amendments thereto. Any automatic renewal of the terms of the Agreement shall create no legal obligation on the part of the Unified Government. This Agreement shall be construed and interpreted so as to ensure that the Unified Government shall at all times stay in conformity with such laws and, as a condition of this Agreement, the Unified Government reserves the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of its legal counsel, the Agreement is deemed to violate the terms of such law. The Unified Government is obligated only to pay periodic payments or monthly installments under the Agreement as may lawfully be made from (a) funds budgeted and appropriated for that purpose during the Unified Government's current budget year or (b) funds made available from any lawfully operated revenue producing source.
7. **Payment of Taxes.** The Unified Government shall not be responsible for, nor indemnify CONTRACTOR for any federal, state, or local taxes which may be imposed or levied upon

the subject matter of this Agreement. If applicable, CONTRACTOR shall pay the Unified Government occupation tax prior to execution of the Agreement.

8. **Licenses and Permits.** CONTRACTOR shall maintain all licenses, permits, certifications, bonds, and insurance required by federal, state, or local authority for carrying out this Agreement. CONTRACTOR shall notify the Unified Government immediately if any required license, permit, bond, or insurance is cancelled, suspended, or is otherwise ineffective. Such cancellation, suspension, or other ineffectiveness may form the basis for immediate termination by the Unified Government in its discretion.
9. **Independent Contractor Relation.** The parties agree that the legal relationship between them is of a contractual nature. Nothing in this Agreement shall be construed to create a relationship of employer and employee or principal and agent or any other relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the provisions of this Agreement. Nothing in this Agreement shall create any right or remedies in any third party. The parties agree that no persons supplied by CONTRACTOR are employees of the Unified Government and that no right of the Unified Government's civil service, retirement, or personnel rules accrue to such persons. The Unified Government shall not be responsible for withholding of social security, workers compensation insurance, unemployment compensation, bonuses, retirement benefits, other benefits, and any taxes and premiums from any payments made by the Unified Government to CONTRACTOR.
10. **Discrimination in Delivery of Services Prohibited.** During the performance of this Agreement, CONTRACTOR shall deny none of the benefits or services of the program to any eligible participant on the basis of race, religion, color, sex, disability, age, national origin, or ancestry.
11. **Equal Opportunity.**
 - a. CONTRACTOR shall observe the provisions of the Kansas Acts Against Discrimination, K.S.A. 44-1001 *et seq.* and amendments thereto, and shall not discriminate against any person in the performance of work under this Agreement because of race, religion, color, sex, disability, age, national origin, or ancestry.
 - b. CONTRACTOR will ensure that applicants and employees are treated without regard to race, religion, color, sex, disability, age, national origin, or ancestry, including, but not limited to, in employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Unified Government setting forth the provisions of this nondiscrimination clause.
 - c. CONTRACTOR, in all solicitations or advertisements for employees placed by or on behalf of CONTRACTOR, will state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, disability, age, national origin, or ancestry.

- d. CONTRACTOR will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor.
- e. CONTRACTOR shall assure that it and all subcontractors will implement the certificate of compliance in connection with this Agreement.
- f. If CONTRACTOR fails, refuses, or neglects to comply with the terms of these contractual conditions, such failure shall be deemed a total breach of the contract and this Agreement may be terminated, canceled, or suspended, in whole or in part, and CONTRACTOR may be declared ineligible for any further Unified Government contracts for a period of up to one year. Provided that, if a contract is terminated, canceled, or suspended for failure to comply with this section, CONTRACTOR shall have no claims for damages against the Unified Government on account of such termination, cancellation, or suspension or declaration of ineligibility.
- g. CONTRACTOR shall maintain sufficient records to document that, under all aspects of this Agreement, it has acted in a manner which is in full compliance with the Kansas Acts Against Discrimination. Such records shall at all times remain open to inspection by the Kansas Human Rights Commission or by the Unified Government.
- h. CONTRACTOR, in carrying out this Agreement, shall also comply with all other applicable existing federal, state, and local laws relative to equal opportunity and nondiscrimination, all of which are incorporated by reference and made a part of this Agreement.

12. Representations.

CONTRACTOR makes the following representations:

- a. The price submitted is independently arrived at without collusion.
- b. It has not knowingly influenced and promises that it will not knowingly influence a Unified Government employee or former Unified Government employee to breach any of the ethical standards set forth in Article XII of the Procurement Code of the Unified Government of Wyandotte County/Kansas City, Kansas.
- c. It has not violated, and is not violating, and promises that it will not violate the prohibition against gratuities and kickbacks set forth in §29-635 (Gratuities and Kickbacks) of the Procurement Code.
- d. It has not retained and will not retain a person to solicit or secure a Unified Government contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of

securing business.

13. **Waiver of Breach.** The waiver by either party of a breach of any provision of this Agreement will not operate or be construed as a waiver of any subsequent breach by such party.
14. **Severability.** If a court of competent jurisdiction declares any part of this Agreement to be invalid, the balance of the agreement will remain valid and enforceable.
15. **Entire Agreement.** This Agreement and its attachments set forth the parties' entire agreement. Neither party has made any oral or side agreements or representations not contained in this Agreement. This is a legal document and not a mere recital and is binding upon the parties, their representatives, and successors in interest.
16. **Disclaimer of Liability.** The Unified Government expressly disclaims any provision or duty to indemnify CONTRACTOR or to hold CONTRACTOR harmless. Further, the Unified Government expressly disclaims any provision, request, or assertion to pay any other party's attorneys' fees, regardless of the circumstances.
17. **Termination for Default.** If CONTRACTOR refuses or fails to perform any of the provisions of this Agreement with such diligence as will ensure its completion within the time specified in this Agreement, or any extension thereof, or commits any other substantial breach of this Agreement, the Procurement Officer may notify CONTRACTOR in writing of the delay or nonperformance and, if not cured in ten days or any longer time specified in writing by the Procurement Officer, such officer may terminate CONTRACTOR's rights to proceed with the Agreement or such part of the Agreement as to which there has been delay or a failure to properly perform.

The Unified Government shall pay CONTRACTOR the costs and expenses and reasonable profit for services performed by CONTRACTOR prior to receipt of the notice of termination; however, the Unified Government may withhold from amounts due CONTRACTOR such sums as the Procurement Officer deems to be necessary to protect the Unified Government against loss caused by CONTRACTOR because of the default.

Except with respect to defaults of subcontractors, CONTRACTOR shall not be in default by reason of any failure in performance of this Agreement in accordance with its terms if CONTRACTOR has notified the Procurement Officer within 15 days of the cause of the delay and the failure arises out of causes such as acts of God, acts of the public enemy, act of the Unified Government and any other governmental entity in its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, or other labor disputes. If the failure to perform is caused by the failure of a subcontractors to perform or to make progress, and if such failure arises out of causes similar to those set forth above, CONTRACTOR shall not be deemed to be in default, unless the services to be furnished by the subcontractors were reasonably obtainable from other sources in sufficient time to permit CONTRACTOR to meet the contract requirements Upon request of CONTRACTOR, the Procurement Officer shall ascertain the facts and extent of such failure, and, if such officer determines that any failure to perform was occasioned by any one or more of the excusable causes, and that, but for the excusable cause,

Mandatory General Contractual Provisions
Updated 02/06/2025

CONTRACTOR's progress and performance would have met the terms of the Agreement, the time for completion of the Agreement shall be revised accordingly.

If, after notice of termination of CONTRACTOR 's right to proceed under the provisions of this clause, it is determined for any reason that CONTRACTOR was not in default under the provisions of this clause, and both the Unified Government and CONTRACTOR agree, the rights and obligations of the parties shall be the same as if the notice of termination had not been issued.

The following acts committed by CONTRACTOR will constitute a substantial breach of the Agreement and may result in termination of the Agreement:

- If CONTRACTOR is adjudged bankrupt or insolvent;
- If CONTRACTOR makes a general assignment for the benefit of his creditors;
- If a trustee or receiver is appointed for CONTRACTOR or any of his property;
- If CONTRACTOR files a petition to take advantage of any debtor's act or to reorganize under bankruptcy or applicable laws;
- If CONTRACTOR repeatedly fails to supply sufficient services;
- If CONTRACTOR disregards the authority of the Procurement Officer;
- Acts other than those specified may constitute substantial breach of this Agreement.

- 18.** Termination for Convenience. The Procurement Officer may, when the interests of the Unified Government so require, terminate this contract in whole or in part, for the convenience of the Unified Government. The Procurement Officer shall give written notice of the termination to CONTRACTOR specifying the part of the contract terminated and when termination becomes effective.

CONTRACTOR shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination CONTRACTOR will stop work to the extent specified. The Procurement Officer shall pay CONTRACTOR the following amounts:

All costs and expenses incurred by CONTRACTOR for work accepted by the Unified Government prior to CONTRACTOR's receipt of the notice of termination, plus a reasonable profit for said work.

All costs and expenses incurred by CONTRACTOR for work not yet accepted by the Unified Government but performed by CONTRACTOR prior to receipt of the notice of termination, plus a reasonable profit for said work.

Anticipatory profit for work and services not performed by CONTRACTOR shall not be

allowed.

19. Disputes. All controversies between the Unified Government and CONTRACTOR which arise under, or are by virtue of, this Agreement and which are not resolved by mutual agreement, shall be decided by the Procurement Officer in writing, within 30 days after a written request by CONTRACTOR for a final decision concerning the controversy; provided, however, that if the Procurement Officer does not issue a written decision within 30 days after written request for a final decision, or within such longer period as may be agreed upon by the parties, then CONTRACTOR may proceed as if an adverse decision had been received.

The Procurement Officer shall immediately furnish a copy of the decision to CONTRACTOR by certified mail, return receipt requested, or by any other method that provides evidence of receipt. Any such decision shall be final and conclusive, unless fraudulent, or CONTRACTOR brings an action seeking judicial review of the decision in the Wyandotte County, Kansas District Court.

CONTRACTOR shall comply with any decision of the Procurement Officer and proceed diligently with performance of this Agreement pending final resolution by the Wyandotte County District Court of any controversy arising under, or by virtue of, this Agreement, except where there has been a material breach of the Agreement by the Unified Government; provided, however, that in any event CONTRACTOR shall proceed diligently with the performance of the Agreement where the Purchasing Director has made a written determination that continuation of work under the contract is essential to the public health and safety.

Notwithstanding any language to the contrary, no interpretation shall be allowed to find the Unified Government has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of any contingency. Further, the Unified Government shall not agree to pay attorney fees and late payment charges.

20. Ownership of Materials. All property rights, including publication rights, in all interim, draft, and final reports and other documentation, including machine-readable media, produced by CONTRACTOR in connection with the work pursuant to this Agreement, shall be in the Unified Government.
21. **Availability of Records and Audit.** CONTRACTOR agrees to maintain books, records, documents, and other evidence pertaining to the costs and expenses of the services provided under the Agreement (hereinafter collectively called "records") to the extent and in such detail as will properly reflect all net costs, direct and indirect, of labor, materials, equipment, supplies, and services, and other costs and expenses of whatever nature for which reimbursement is claimed under the provisions of this Agreement. CONTRACTOR agrees to make available at the offices of the Unified Government at all times during the period set forth in the Request for Proposals any of the records for inspection, audit, or reproduction by any authorized representative of the Unified Government. Except for documentary evidence delivered to the offices of the Unified Government, CONTRACTOR shall preserve and make available to persons designated by the Unified Government his records for a period of three years from the date of final payment under

Mandatory General Contractual Provisions

Updated 02/06/2025

the Agreement or until all audit questions have been resolved, whichever period of time is longer.

22. **No Limit of Liability.** Nothing in this Agreement shall be construed to limit CONTRACTOR's liability to the Unified Government as such liability may exist by or under operation of law.
23. **Indemnification.** CONTRACTOR shall indemnify, defend, and hold the Unified Government harmless from and against all claims, losses, damages, judgments or costs arising from or in any way related to CONTRACTOR's activities to be carried out pursuant to the obligations of this Agreement. This indemnification shall not be subject to any limitations of remedies or warranties which are contained in this or any other agreement and shall survive termination of this or any other agreement between the parties hereto or thereto.
24. **Governing Law.** The Agreement and the rights and obligations of the parties hereunder are to be governed by and construed and interpreted in accordance with the laws of the State of Kansas applicable to contracts made and to be performed wholly within Kansas, without regard to choice or conflict of laws rules. The parties hereto submit to the exclusive jurisdiction of and venue in the state courts located in Wyandotte County, Kansas, or the U.S. District Court, District of Kansas, for purposes of any suit arising hereunder instituted by any party.
25. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. Electronic and digital format signatures (e.g., .JPG, .PDF) shall be considered as original signatures. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of Electronic Transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

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Attachment 2 - Signature Page

By submission of this response, the undersigned certifies that the Offeror has the full authority to execute the services and to execute any resulting contract awarded as the result of, or on the basis of, the response.

I hereby certify that the attached response has been prepared in compliance with the specifications.

Authorized Representative: _____

Signature: _____

Title: _____

Address: _____

City: _____

State: _____

Zip: _____

Phone: _____

Fax: _____

E-Mail: _____

I hereby certify that the attached proposal has been prepared in compliance with the specifications and that the proposals are valid for a period of 90 days.



Attachment 3
DEPARTMENT OF PROCUREMENT & CONTRACT
COMPLIANCE

SUPPLIER CERTIFICATION REGARDING DEBARMENT AND/OR
SUSPENSION

This certification needs to be completed by all Unified Government Suppliers who are fulfilling a single procurement in excess of \$50,001. Please complete, sign, and submit the form to the Unified Government Procurement Department (address at the bottom):

1. The undersigned certifies, to the best of his or her knowledge and belief, that:
 - a. The Offeror and/or any of its Principals:
 - i. _____ Are _____ Are not
Presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;
 - ii. _____ Have _____ Have not
Within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state or local) contract or subcontract: violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and
 - iii. _____ Are _____ Are not
Presently indicted for, or otherwise criminally or civilly charged by a government entity with, commission of any of the offenses enumerated in section (1)(a)(ii) of this provision; and
 - iv. _____ Have _____ Have not
Within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.
2. "Principals," for the purpose of this certification, means officer; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification concerns a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution.
3. The Offeror shall provide immediate written notice to the Procurement Department if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances;

4. A certification that any of the items in this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Unified Government Procurement Department may render the Offeror non-responsive;
5. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings; and
6. The certification of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Unified Government Procurement Department may terminate the contract resulting from this solicitation for default.

Authorized Supplier Representative

Name (printed)

Signature

Title

Date

Company

Project

For Office Use Only: Bid _____	RFQ _____	P.O. # _____
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NO RESPONSE FORM – Attachment 4

If you choose not to submit a response, please complete and return only this form, on or before the due date. Thank you for taking this opportunity to help us update and improve our solicitation process.

Buyer: Arenis Montes Telephone: (913) 573-5279 Return by Fax: (913) 573-5444

Due Date: 5/5/2026

Number: RFQ N42984

Description: Design Services for the New West Patrol Station

Please check the appropriate response(s). We respectfully submit “No Response” for the following reason(s):

- ☐ 1. We cannot provide a service to meet the required specifications.
- ☐ 2. The closing date does not allow adequate time to prepare a response.
- ☐ 3. We have chosen not to do business with the Unified Government of Wyandotte County.
- ☐ 4. Other (comment below or provide your response on your business/firm letterhead).

Business/Firm Name: _____ Supplier No.: _____

Authorized Signature: _____

Print Name: _____

Title: _____

Date: _____ Telephone No.: _____

ATTACHMENT 5

SITE PRE-PROPOSAL CONFERENCE REGISTRATION FORM

To attend the mandatory site pre-proposal conference at the Facilities listed in section IV. Mandatory Pre-Proposal Meeting, this Site Pre-Proposal Conference Registration Form must be completed and returned to Arenis Montes at the Unified Government of Wyandotte County via e-mail a.montes@wycokck.org on or before April 17, 2026, @ 1 p.m., the due date established in the project timetable.

OFFEROR NAME: _____

ADDRESS: _____

MAIN CONTACT TELEPHONE NUMBER: _____

Please provide the following information for the Offeror Representative(s) that will be attending the mandatory site pre-proposal conference at the date and time established in the project timetable.

NAME: _____

TITLE: _____

OFFICE TELEPHONE NUMBER: _____

MOBILE TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

NAME: _____

TITLE: _____

OFFICE TELEPHONE NUMBER: _____

MOBILE TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____