Request for Qualifications N43252

Fire Department Repair and Service of Fire Apparatus, Vehicles, and Replacement Parts

Date of Request: October 1, 2026

Response Due By: October 23, 2026 by 2:00 p.m.

Written responses and requests for information should be directed to:

Laura Wilt
Unified Government of Wyandotte County/Kansas City, Kansas
Office of Procurement & Contract Compliance
Phone: 913-573-5447
llwilt@wycokck.org

SOLICITATION

REQUEST FOR QUALIFICATIONS

Fire Department Repair and Service of Fire Apparatus, Vehicles, and Replacement Parts

PURPOSE

The Unified Government of Wyandotte County/Kansas City, Kansas, Fire Department is accepting competitive proposals from qualified individuals, firms, partnerships and corporations for the purpose of Fire Department Repair and Service of Fire Apparatus, Vehicles, and Replacement Parts

Any questions regarding this Request for Qualifications shall be directed in writing to the attention of Laura Wilt via email at llwilt@wycokck.org or 913-573-5447. All telephone conversations must be confirmed in writing by the interested party.

The Unified Government seeks to identify and retain qualified service providers to repair and service fire apparatus, vehicles and provide replacement parts for the Kansas City, Kansas Fire Department.

SCOPE OF WORK AND REQUIREMENTS

The Contractor shall furnish all necessary supervision, labor, tools, parts and equipment required to perform inspections, maintenance, repairs, and testing of the fleet of fire apparatus.

All services performed by the Contractor shall meet the NFPA 1910, Standard for the Inspection, Maintenance, Refurbishment, Testing, and Retirement of In-Service Emergency Vehicles and Marine Firefighting Vessels, current edition.

In addition, all services provided by the Contractor shall be consistent with industry best practices, shall meet all applicable federal, state, and local standards, and shall follow all manufacturer's recommendations.

It is the expectation of the Unified Government of WYCOKCK and Kansas City, Kansas Fire Department, as described herein, that the Contractor shall provide superior customer service and timely maintenance and repair services to correct deficiencies and return the vehicle to an in-service status.

Deliverables

(a) **Facilities and Work Sites**

The Contractor shall perform services, including inspection, maintenance, testing, and repair, at the location of the apparatus or at the Contractor service facility. The Contractor shall work with the Kansas City, Kansas Fire Department to determine the most suitable location where services will be performed. If the apparatus is to be serviced at the Contractor's service facility, the Kansas City, Kansas Department shall determine whether or not it shall be the responsibility of the Contractor to arrange for pick-up and delivery or if the Kansas City, Kansas Fire Department Staff will deliver and pick-up the apparatus. No apparatus shall be taken without prior approval from the Kansas City, Kansas Fire Department.

(b) **Fire Apparatus Security**

The Contractor is responsible for the security of any units in its custody. The Contractor's custody includes: (a) any on-site work activity at a Kansas City, Kansas Fire Department facility by the Contractor; (b) the Contractor's transport of any unit from its location to the Contractor's facility; (c) the return transport of the unit to its location; and (d) any period the unit is located at the Contractor's facility. The Contractor and the Department shall jointly document the condition of each unit at the time custody begins and ends. The Contractor is responsible for all costs associated with correcting damage occurring while the unit is in the Contractor's custody, excluding pre-existing damage documented at transfer and normal wear. While in the Contractor's custody, units and apparatus shall be stored with security measures sufficient to prevent unauthorized access or use.

(c) **Contractor's Service Truck (Optional not Required)**

The Contractor shall have a service truck operation sufficient to support the on-site inspection and maintenance, and emergency road call requirements of the Contract. The truck should be outfitted with tools, equipment and parts sufficient to support the spot repair of fire apparatus. The technicians operating the trucks should be certified as required by the Contract, and capable of making repair and logistic decisions in road call and on-site repair call situations.

Vendor-Sponsored Training and Travel Expenses

The Contractor shall provide, at no direct cost to the Unified Government, manufacturer- and vendor-sponsored technical training necessary to keep its assigned technicians current on the inspection, maintenance, refurbishment, testing, and retirement procedures required by NFPA 1910, Standard for the Inspection, Maintenance, Refurbishment, Testing, and Retirement of In-Service Emergency Vehicles and Marine Firefighting Vessels, current edition, and by the apparatus and component manufacturers whose equipment is serviced under this Contract.

Consistent with NFPA 1910's Emergency Vehicle Technician (EVT) qualification requirements, the Contractor shall ensure that each assigned EVT I, EVT II, and EVT III technician completes and documents the minimum annual continuing education hours required to maintain EVT certification at the technician's assigned level. Acceptable training includes manufacturer-sponsored factory or field training, EVT Certification Commission-approved continuing education, and other vendor-sponsored instruction that directly relates to the requirements of NFPA 1910. Upon request, the

Contractor shall furnish documentation of completed training and certification status for each technician assigned to the Contract.

If the Unified Government elects to send Kansas City, Kansas Fire Department personnel to vendor-sponsored training offered in connection with this Contract (e.g., manufacturer factory training, new apparatus system training, or specialized component training), the Offeror shall identify in its proposal:

(a) Vendor-sponsored training courses available, including course content, duration, location(s) offered, and any certification or continuing education credit awarded;
(b) Whether tuition, course materials, and instruction are included in the Contract price or offered at no additional cost, and if not, the associated cost; and
(c) Whether the Offeror wishes to voluntarily contribute toward travel expenses associated with training — including airfare, lodging, ground transportation, meals and incidental expenses (per diem), or any other travel-related costs — for Unified Government personnel attending vendor-sponsored training. Such contribution is not required; the Unified Government is responsible for these costs by default, as set out below.

In addition to routine continuing education, manufacturers and component suppliers periodically host multi-day training conferences and events (e.g., factory-hosted fire apparatus training conferences) that provide hands-on instruction on new apparatus systems, technologies, and repair techniques directly relevant to the fleet serviced under this Contract. The Kansas City, Kansas Fire Department wishes to make such opportunities available to its mechanics/EVTs where the Offeror's manufacturer or a component supplier offers them in connection with the apparatus covered by this Contract.

For any such manufacturer- or vendor-hosted training conference or event, the Offeror's proposal shall identify:

(d) The event name, host/organizer, typical dates, and venue, and whether it is held annually or on another recurring basis;

(e) The number of Kansas City, Kansas Fire Department mechanics/EVTs the Offeror will sponsor or support for attendance in a given contract year, if any;

(f) Whether the Offeror wishes to voluntarily contribute toward any costs of attendance (e.g., registration/tuition, airfare, lodging, ground transportation, meals and incidental expenses). Such contribution is not required; absent a contribution offered and accepted, the Unified Government is responsible for these costs, consistent with the general cost allocation set out below.

(g) The process and lead time for the Kansas City, Kansas Fire Department to nominate attendees and confirm seats for a given event.

Attendance by Kansas City, Kansas Fire Department personnel at any manufacturer- or vendor-hosted training conference or event shall require advance written approval by the Kansas City, Kansas Fire Department and shall be subject to the same cost itemization, policy limits, and pre-approval requirements set out below for vendor-sponsored training travel generally.

When the Kansas City, Kansas Fire Department identifies a manufacturer- or vendor-hosted training event it wants its mechanics/EVTs to attend, the Kansas City, Kansas Fire Department

shall notify the Contractor of the event, the number of attendees, and the anticipated costs. The Contractor shall coordinate registration and attendance arrangements with the event host as needed and shall invoice the Unified Government for the associated costs (e.g., registration/tuition, airfare, lodging, ground transportation, and meals/per diem), itemized by attendee and cost category, less any portion the Contractor has agreed to cover under this Section.

Unless the Contractor voluntarily offers, and the Unified Government accepts, to cover all or part of the cost, the Kansas City, Kansas Fire Department is responsible for the travel expenses associated with its personnel attending vendor-sponsored training or manufacturer or vendor-hosted training conferences and events, and the Contractor shall invoice the Kansas City, Kansas Fire Department for such costs as set out above. Any portion of these costs that the Contractor offers to cover shall be identified in the Contractor's proposal, itemized separately in the Cost Proposal, and credited against the Contractor's invoice. Costs remaining the responsibility of the Kansas City, Kansas Fire Department shall not exceed the Unified Government's then-current travel and per diem policy and shall require prior written approval by the Kansas City, Kansas Fire Department before being incurred. The Contractor shall not invoice, and the Unified Government shall not reimburse, any cost that was not identified in the awarded proposal, approved in advance in writing, or otherwise authorized under this Section.

Travel time and mileage incurred by the Contractor's technicians to perform on-site inspection, maintenance, and repair services under this Contract are addressed separately under the Cost Proposal's Travel Time schedule and are distinct from, and shall not be combined with, training-related travel expenses described in this Section.

Maintenance Scheduling and Completion

(a) **Scheduling**

The Kansas City, Kansas Fire Department shall contact the Contractor to schedule apparatus due for service. The location at which services will be performed shall be determined between the Kansas City, Kansas Fire Department and the Contractor at the time when service is scheduled and confirmed. If services are to be performed at the apparatus location, the Contractor shall provide the Kansas City, Kansas Fire Department with the time at which the Contractor’s service personnel will arrive to begin the service and an approximate time in which the service will be completed. If services will be performed at the Contractor's facility, the Kansas City, Kansas Fire Department shall determine whether or not it shall be the responsibility of the Contractor to arrange for pick-up and delivery or is Kansas City, Kansas Fire Department Staff will deliver and pick-up the apparatus.

(b) **Notifications**

Upon arrival at the apparatus location, the Contractor shall check in with the on-duty Station Staff, provide proper identification and state the purpose of the visit. Upon completion of the on-site services the Contractor shall check out with the on-duty Station Staff and provide a report of services completed, deficiencies found, deficiencies repaired, deficiencies that require further attention and the status of the apparatus (in service or out of service). In the event that the Station Staff is not available at the completion of services, a paper form shall be left on the driver’s seat of the apparatus indicating what services were completed, deficiencies found, deficiencies repaired, deficiencies that require further attention and the status of the apparatus (in service or out of service).

Inspections and Maintenance

The Contractor is responsible for the timely inspection and maintenance of the Kansas City, Kansas Fire Department apparatus, and the return of each unit to an in-service status. With the exception of priority and non-priority repairs, it is the expectation of the City that the Contractor have readily available any routine parts, fluids, testing equipment, etc. that may be required to complete quarterly, semi-annual and annual preventative maintenance services at the time service is scheduled in an effort to reduce out of service and down time of apparatus. The City's performance standards for completing various work activities are as follows:

(a) Quarterly Inspection and Preventative Maintenance:
If performed on-site, services shall be completed within four (4) hours. If performed at the Contractor's facility, services shall be completed within twenty-four (24) hours. If deficiencies are encountered that will require additional time to repair, the Contractor shall notify the Kansas City, Kansas Fire Department immediately.

(b) Semi-Annual Inspection and Preventative Maintenance:
If performed on-site, services shall be completed within eight (8) hours. If performed at the Contractor's facility, services shall be completed within three (3) business days. If deficiencies are encountered that will require additional time to repair, the Contractor shall notify the Kansas City, Kansas Fire Department immediately.

(c) Annual Inspection, Testing and Preventative Maintenance:
Annual Inspection, Testing and Preventative Maintenance shall be performed at the Contractor's unless prior arrangements are made with the Kansas City, Kansas Fire Department. Annual Inspections, Testing and Preventative Maintenance services shall be completed within five (5) business days. If deficiencies are encountered that will require additional time to repair, the Contractor shall notify the Kansas City, Kansas Fire Department immediately.

Re-scheduling

Fire apparatus may be unavailable for inspection or maintenance despite proper pre-notification and scheduling by the Contractor. In that event, the Contractor should reschedule the unit for inspection and maintenance.

Levels of Services to be Provided

The following establishes the level of services to be provided by the Contractor. The criteria for each level of inspection and preventative maintenance shall be based on compliance with NFPA 1910, apparatus and component manufacturer's most severe service recommendation, generally accepted best industry practices and any applicable federal, state, and local standard.

(a) Quarterly Inspection and Preventative Maintenance (includes inspection and preventative maintenance that may be required for all apparatus components and systems)
(b) Sem-Annual Inspection and Preventative Maintenance (includes inspection and preventative maintenance that may be required for all apparatus components and systems)
(c) Annual Inspection and Preventative Maintenance (includes inspection and preventative maintenance that may be required for all apparatus components and systems)
(d) Annual Performance and Certification Testing
(e) Road Tests and Weight Verification

(f) Performance Testing of Low Voltage Electrical Systems
(g) Performance Testing of Fire Pumps
(h) Performance Testing of Aerial Devices
(i) Performance Testing of Foam Proportioning Systems
(j) Performance Testing of Line Voltage Electrical Systems
(k) Performance Testing of all Pump and Drive Train Fluids
(l) Priority Repairs

Priority repair status indicates that the apparatus has been placed into an out of service status due to mechanical breakdown or component failure. Calls for priority repairs may occur during and/or after normal business hours.

(m) Non-Priority Repairs

Non-Priority Repairs indicates a deficiency that needs to be corrected, however does not mee the criteria set forth in NFPA 1910 to warrant the apparatus be placed into an out of service status. Non-Priority Repairs may be deferred to the next inspection and preventative maintenance service to be corrected.

Documentation of Services

Anytime services are completed on an apparatus, the results, findings and actions taken shall be documented by the Contractor in a professional format. The original copies of all service documentation shall be submitted along with the invoice for payment. In addition to recording all results, findings and actions taken, the service documentation shall contain the following information:

(a) Date services were performed;
(b) Name of the technician that performed the services;
(c) Location where services were performed;
(d) Apparatus Make;
(e) Apparatus Model;
(f) Odometer Reading In;
(g) Odometer Reading Out;
(h) Vehicle Identification Number (VIN); and Engine Hours;

Section 6.10 Apparatus Maintenance and Repair

(a) **General**

The Contractor shall perform scheduled preventive, recurring maintenance, repair and replacements for the fire apparatus included in the Contract as directed by The Kansas City, Kansas Fire Department. All maintenance activities for this equipment shall comply with the manufacturer's recommended severe service schedule based on mileage, hours of operation, or time in service since the previous maintenance as approved by the Kansas City, Kansas Fire Department.

(b) **Inspection and Preventive Maintenance Service**

The objectives of inspection and preventive maintenance service are to ensure that:

(a) fire apparatus safely operates to the next scheduled service without a failure; and

(b) component service life is maximized. All minor deferred repairs will be completed during the inspection and preventative maintenance service.

(c) **Recurring Maintenance**

Recurring maintenance is the act of servicing a fire apparatus or a component in order to keep the vehicle and its components in proper operation condition, and to prevent failure or breakdown. Taks examples include, but are not limited to, lamp and gauge replacement, scheduled oil changes, coolant and pneumatic hose replacement, belt replacement and adjustment, windshield wiper replacement, brake adjustments, system and component adjustments and calibration, and fastener replacement.

(d) **Repair and Replacement**

Repair is the necessary work to restore a fire apparatus or a component to sound condition after failure or damage. Replacement is the work necessary to remove an unserviceable item and install a serviceable counterpart in its place. Original equipment manufacturer (OEM) parts and supplies shall be used on repairs and replacements required on equipment included in this Contract.

(e) **Re-Assembly**

The Contractor shall ensure that all re-assembly tasks performed after any required vehicle repair maintain the vehicle's OEM configurations as originally received from the manufacturer. System examples include, but are not limited to, the wiring and clamping, pump system pressures and flows, hydraulic system pressures, hose and orifice sizing, ladder table and ladder mounts.

(f) **Repair Approvals**

The Contractor shall have specific pre-approval from the Kansas City, Kansas Fire Department prior to completing repairs. In obtaining approval, the Contractor shall advise the Kansas City, Kansas Fire Department of the estimated cost of the repair work and the estimated time it will take to return the unit to an in-service status. Any repairs performed without documented pre-approval authorization will be at the expense of the Contractor.

(g) **Modifications**

No modifications may be made by the Contractor to any component, system or piece of equipment maintained under any resulting Contract unless, and until, specific written authorization is provided by the Kansas City, Kansas Fire Department.

(h) **Apparatus or Equipment Damage**

No damage may be repaired until the Contractor receives written authorization from the Kansas City, Kansas Fire Department. Any damage noted by the Contractor during an inspection shall be immediately reported to the Kansas City, Kansas Fire Department and should include the unit identification number, the date, a brief description of the damage, one or more digital photographs documenting the extent of the damage and an estimated cost to repair. If the Contractor receives authorization to repair damage, the Contractor shall ensure that all required repairs restore the damaged vehicle and its systems and components to its original configuration, appearance, and structural integrity; and meet all OEM specifications for the equipment.

The Contractor is responsible for all costs of repair for any damage incurred while the Contractor has custody of the vehicle.

The Contractor shall advise the Kansas City, Kansas Fire Department within one (1) hour of the completion of repairs or replacements on any fire apparatus. A representative of the Kansas City, Kansas Fire Department will perform a quality control acceptance inspection of all equipment repairs or replacements. No equipment shall be returned to an in-service status until the Kansas City, Kansas Fire Department has accepted the work as complete.

Emergency Call Response for Priority Repairs

General

A call for Priority Repair Service indicates that the apparatus has been placed in an out of service status due to mechanical breakdown and/or component failure which has rendered the apparatus unsafe to operate. Calls for Priority Repair Service require immediate assistance from the Contractor to evaluate the situation, decide on the best course of actions, and/or take the necessary actions to place the apparatus back into an in-service status. Calls for Priority Repair Service may occur at any time.

(a) **Emergency Contact**

The Contractor shall be accessible twenty-four (24) hours per day, seven (7) day per week to receive requests for emergency repair requirements. The on-scene response time for an emergency repair shall not exceed two (2) hours from the time of notification.

(b) **Non-Response**

In an emergency situation, if the Contractor does not respond to the Kansas City, Kansas Fire Department within thirty (30) minutes, the Kansas City, Kansas Fire Department shall exercise the option to contact another vendor that is available and can provide the services needed.

(c) **Wrecker Service**

In the event that an apparatus requires wrecker service, the Kansas City, Kansas Fire Department shall coordinate this service and the location to which the apparatus shall be towed.

Parts

(a) **Parts Inventory**

The Contractor shall maintain reasonable inventory levels at its facility to assure timely repair of the fire apparatus.

(b) **Tires**

The replacement of tires shall be the responsibility of the Kansas City, Kansas Fire Department. The Contractor's role in tire replacement is to recommend when tire replacement is necessary.

(c) **Contractor-Furnished Parts**

The Contractor shall include all parts used during the maintenance or service of a unit on the work order and specifically invoice the parts to the unit receiving the part. Parts should be listed by: Part Number; Part Description; and Unit Price of Part. All parts shall be invoiced to the Kansas City, Kansas Fire Department at the same cost at which they are invoiced to the vendor.

(d) **Core Accounting**

The Contractor is responsible for managing core parts returns and adjustments. No core charge may be applied to a work order and invoiced to the Kansas City, Kansas Fire Department. If the Contractor's parts supplier denies a core charge, the Contractor may provide documentation verifying that denial, and a copy of the work order and an invoice requesting reimbursement for that denied cost.

Warranties

Warranty Repairs

The Contractor shall not complete any repairs that are covered under warranty. All warranty repairs will be handled by the warranting vendor to ensure that all vehicle manufacturer warranty work is accomplished to guarantee compliance with necessary warranty requirements.

This requirement shall not apply to a Contractor that also serves as an approved manufacturer warranty provider for the apparatus being serviced or repaired.

Contractor Repair Warranty

The Contractor shall warranty repairs for a period of not less than the manufacturer's warranty for those parts replaced and at least (60) day on other minor repairs. On major repairs, the Contractor shall warranty repairs for a period of not less than the manufacturer's warranty for both labor and parts. In the event the repair is a Contractor in-house rebuild, the warranty shall be for not less than one (1) year.

SUBMITTAL REQUIREMENTS

A) Introduction Statement

1) Provide the complete name and address of their firm.

2) Provide the name, mailing address, email address and telephone number of the person who will be the point of contact for this contract.

B) Staff Experience and Qualifications

Offerors must demonstrate that they have the resources and capability to provide the materials and services as described herein. All offerors shall submit documentation with their proposal indicating compliance with the minimum qualifications.

For all work tasks covered in the Contract, the offeror shall employ technicians who are qualified to perform the specific diagnostic check, maintenance or repair task, or

performance tests specified in NFPA 1910, Standard for the Inspection, Maintenance, Refurbishment, Testing, and Retirement of In-Service Emergency Vehicles and Marine Firefighting Vessels, current edition. The assigned technician(s) must possess the following minimum qualifications, as appropriate:

1) Any person performing diagnostic checks, inspections or maintenance of fire apparatus shall meet the qualifications administered by the Emergency Vehicle Technician Certification Commission, Inc. (EVT) for Fire Apparatus Technician – Level 1 or higher and hold current certification.
2) Any person performing maintenance or repair of fire apparatus shall meet the qualifications administered by the National Institute for Automotive Service Excellence (ASE) for Medium/Heavy Truck certification(s) appropriate for the system or component (Certifications T1 through T8), as demonstrated by current ASE certification or EVT (Fire Apparatus) certification.
3) Any person performing maintenance, repair, or performance testing of fire pumps, industrial supply pumps, or any component of the apparatus that is used in pump operations shall have current EVT (Fire Apparatus) Level 2 or Master Level 3 certification.
4) Any person performing maintenance, repair, or performance testing (excluding nondestructive testing) of fire apparatus aerial devices, or any component of the apparatus that is used in aerial device operations shall have current Master Level 3 certification as EVT (Fire Apparatus).
5) Any person performing nondestructive testing (NDT) required on fire apparatus aerial devices shall be certified as at least a Level II NDT Technician in the test method used, as specified in American Society for Nondestructive Testing, Inc. (NSNT) Standard CP-189, Standard for Qualification and Certification of Nondestructive Testing Personnel, current edition.

C) Costs

The unit costs and hourly labor rates shall include all charges required for providing the requested services, such as contractor provided tools, equipment, insurance, and all other related costs. The unit costs and hourly labor rates shall be in the form of a firm price for the entire contract period. Charges not specified in the bid will not be honored.

Interested offerors must fill out and submit the cost sheet attached hereto as Attachment B**.**

Evaluation of Qualifications

The Request for Qualifications evaluation factors, not listed in order of relative importance, may consist of the following:

- Understanding of the project and responsibilities
- Qualifications of key staff
- Quality of the work product
- Labor and Material Costs

PROPOSED PROJECT SCHEDULE

Dates	Event
October 1, 2026	**Distribution of RFQ**
October 7, 2026	**Deadline for respondents to submit written questions (2:00 p.m., CST)**
October 10, 2026	**Deadline for answering questions from respondents will be provided**
October 23, 2026	**Responses due before 2:00 p.m., CST**
TBD	**Interviews**
TBD	**Notice of Award**

The listed dates in the "Estimated Project Timetable & Contract Term" are tentative and subject to change at the Unified Government's sole discretion. The Unified Government reserves the right to change or extend any and all dates. The Unified Government reserves the right to schedule interviews with those candidates it deems to be most qualified.

The length of the contract will be from the date of award and continue for a term length of Two (2) years with three (3) optional one-year extensions.

During the term of the contract, the Unified Government may request additional services not anticipated at contract inception. If the Unified Government makes such a request for additional services, the Consultant shall submit a written scope of the additional work including an estimate of additional costs for the performance of such additional work. No change in scope shall be effective nor shall additional compensation be paid except on the basis of the provisions of a written supplemental agreement which may be duly entered into by the parties to this Agreement

INSTRUCTIONS FOR SUBMISSION OF PROPOSAL

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

One (1) marked original and one (1) copy of your proposal along with a flash drive in .PDF format of the hardcopy submittal prior to the closing date and time. If components of the response, such as spreadsheet, pictures, charts, or diagrams require the functionality of a non-word processing application, they must be submitted in Microsoft Excel (e.g., .xlsx) or Microsoft PowerPoint format (e.g., .pptx).

Day and Date proposal is due: Thursday, October 23, 2026
Time proposal is due: 2:00pm CST
Send proposal to: RFQ N43252 Fire Department Repair and Service of Fire Apparatus, Vehicles, and Replacement Parts
Unified Government of Wyandotte County/Kansas City, KS
Department of Clerk's Office
701 N 7th Street, Suite 323
Kansas City KS 66101
Attention: Laura Wilt

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

Fire Department Repair and Service of Fire Apparatus, Vehicles, and Replacement Parts

RFQ N43252

OPENING DATE/TIME:

OCTOBER 23, 2026 - 2:00 PM

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

Respondents may optionally submit a complete proposal that includes the following: Signature page, Cost Sheet, Debarment, Intent to Self-Perform and No Response Form as Attachments A, B, C, D, and E on the Unified Government's e-procurement site which can be accessed at: https://purchasing.wycokck.org/eProcurement

If respondent 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.

Request for Qualifications Key Points

- Read the RFQ in its entirety. Note key items such as: critical dates, qualifying and mandatory requirements, services required and proposal packaging requirements.

- Note the name, address, phone numbers and e-mail address of the "Designated Contact(s)", i.e., the only individual(s) you are allowed to contact regarding this RFQ — as specified in instructions.

- All Addendums, clarifications, and Respondent questions with the Unified Government responses and any announcements relating to this Request for Qualifications will be publicly available on the Procurement and Contract Compliance's website at https://purchasing.wycokck.org/eProcurement

- It is the Respondent's responsibility to check the Unified Governments e-Procurement web site periodically for any updates. All information must be incorporated into the Respondent's proposals. Failure to include this information in your proposal may result in disqualification.

- Take advantage of the question-and-answer period. Submit your questions to the Designated Contact by the date listed in the Proposed Project Schedules.

- Review the RFQ document and your proposal. Make sure all requirements are addressed, and all copies are identical and complete.

- Submit your proposal on time. Proposals received after the date and time listed in the Proposed Project Schedule will not be considered for award.

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. **Tariffs.** Vendor shall be responsible for assessing and accounting for any potential impact of tariffs, duties, or other governmental measures affecting the cost of goods, services or materials ("Tariffs") under this Agreement, and shall make reasonable efforts to mitigate the impact of any tariffs on the agreed contract price.

    a. Notwithstanding the above, in the event tariffs are imposed or adjusted during the term of this Agreement resulting in an equipment or material price increase, the Parties shall engage in good faith negotiations to equitably adjust the contract price to reflect the impact of such tariffs. Any adjustment shall reflect only the additional costs directly attributable to the change in tariffs from the date of bid opening and shall not include any indirect or speculative costs.

    b. Vendor shall provide written notice of the increased costs caused by tariffs, supported by documentation sufficient to substantiate the cost increase (including but not limited to: CBP Form 7501, commercial invoices, bill of lading or shipping documents indicating international sourcing) within 30 days of becoming aware of the change. Failure to provide

timely notice shall constitute a waiver of the right to seek a price adjustment under this clause.

c. Vendor shall not use the imposition of tariffs as grounds for claiming a force majeure event, non-performance, delayed performance, or termination of this Agreement.

6. ***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.

7. ***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.

8. ***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.

9. ***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.

10. ***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 rights 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.

11. ***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 original, or ancestry.

12. ***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.

13. ***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, 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, will not retain, and promises it 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.

14. ***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 of any provision of this Agreement by such party.

15. ***Disagreement Between Provision; Severability.*** In the event there is a conflict between the Terms & Conditions of these General Contractual Provisions and any other applicable agreement between the Unified Government and CONTRACTOR, the term which provides the most protection for the Unified Government shall take precedence. These General Contractual Provisions are severable, and if any one or more provisions are determined to be illegal or otherwise unenforceable by a court of competent jurisdiction, in whole or in part, the remaining provisions and any partially unenforceable provisions, to the extent enforceable, shall nevertheless be binding and enforceable.

16. ***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.

17. ***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.

18. ***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, 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;
- Acts other than those specified may constitute substantial breach of this Agreement.

19. ***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 obligation 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;

    and

    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.

20. ***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 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.

21. ***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.

22. ***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 or her records for a period of three years after the date of final payment under the Agreement or until all audit questions have been resolved, whichever period of time is longer.

23. ***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.

24. ***Defense, Indemnification, and Hold Harmless.*** To the fullest extent permitted by law, CONTRACTOR shall defend, indemnify, and hold harmless the Unified Government and its officers, directors, employees, agents, and representatives (collectively, "Indemnitees") from and against any and all claims, demands, suits, actions, proceedings, losses, liabilities, damages, costs, and expenses, including reasonable attorneys' fees and litigation costs (collectively, "Losses"), arising from or in connection with CONTRACTOR'S performance or nonperformance of its obligations under this Agreement, or from the negligence, active or otherwise, of CONTRACTOR, its agents, employees, or subcontractors, except to the extent that such Losses are caused by the sole negligence or intentional misconduct of an Indemnitee.

25. ***Duty to Defend.*** CONTRACTOR'S obligation to defend the Indemnitees shall arise upon the Unified Government's receipt of any demand or notice of a potential claim and shall extend to the entire proceeding regardless of whether any Indemnitee's ultimate liability is established. The Unified Government shall provide CONTRACTOR with prompt written notice of any claim for which defense is sought; provided that failure to provide timely notice shall not relieve CONTRACTOR of its defense obligation except to the extent CONTRACTOR is materially prejudiced by such failure. CONTRACTOR shall have the right to select and direct counsel, subject to the Unified Government's right to approve such counsel (which approval shall not be unreasonably withheld), and the Unified Government shall cooperate fully in the defense. The Unified Government shall have the right to participate in such defense with counsel of its own

choosing and at CONTRACTOR's expense if (i) CONTRACTOR fails to assume the defense within ten (10) business days of notice, (ii) there exists an actual conflict of interest between CONTRACTOR and the Unified Government in the defense, or (iii) the claim involves matters materially affecting the Unified Government's interests beyond the scope of this indemnity. No settlement of any claim shall be made without the Unified Government's prior written consent if such settlement imposes any obligation, admission, or liability on the Unified Government. CONTRACTOR's obligations under this Section shall survive the expiration or termination of this Agreement.

26. ***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.

27. ***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.

+++

ATTACHMENTS

1) Signature Page - Attachment A
2) Cost Sheet – Attachment B
3) Debarment and/or Suspension Form – Attachment C
4) Intent to Self Perform – Attachment D
5) No Response Form – Attachment E

Attachment A - Signature Page

By submission of this response, the undersigned certifies that the respondent 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 B Cost Sheet	
Inspection and Preventative Maintenance	
Description	Unit Cost
Quarterly Inspection and Preventative Maintenance – Heavy Apparatus (Engine, Ladder, Tender)	
Quarterly Inspection and Preventative Maintenance – Brush Truck	
Quarterly Inspection and Preventative Maintenance – Light Vehicle	
Semi-Annual Inspection and Preventative Maintenance – Heavy Apparatus (Engine, Ladder, Tender)	
Semi-Annual Inspection and Preventative Maintenance – Brush Truck	
Semi-Annual Inspection and Preventative Maintenance – Light Vehicle	
Annual Inspection and Preventative Maintenance – Heavy Apparatus (Engine, Ladder, Tender)	
Annual Inspection and Preventative Maintenance – Brush Truck	
Annual Inspection and Preventative Maintenance – Light Vehicle	
Annual Performance and Certification Testing – Road Tests and Weight Verification	
Annual Performance and Certification Testing – Performance Testing of	
Low Voltage Electrical Systems	
Annual Performance and Certification Testing – Performance Testing of Fire Pump	
Annual Performance and Certification Testing – Performance Testing of	
Aerial Devices	

Annual Performance and Certification Testing – Performance Testing of Foam Proportioning Systems	
Annual Performance and Certification Testing – Performance Testing of Line Voltage Electrical Systems	
Annual Performance and Certification Testing – Performance Testing of Pumps, Compressor and Drive Train Fluids	
REPAIRS	
Description	Hourly Rate
Priority Repairs – During Normal Business Hours (8:30am-5pm) (Requires two (2) hour response time)	
Priority Repairs – After Normal Business Hours (Requires two (2) hours response time)	
Non-Priority Repairs – During Normal Business Hours Only (Requires seventy-two (72) hour response time)	
PICK-UP AND DELIVERY SERVICE	
Description	Hourly Rate
Pick-up and Delivery (round trip from apparatus location to the facility)	
TRAVEL TIME	
Description	Hourly Rate
Travel Time (to and from apparatus location)	

VENDOR-SPONSORED TRAINING	
Description	Vendor Contribution (Optional)
Vendor-Sponsored Training/Conference Travel Expenses — Optional Vendor Contribution (per attendee; itemize any portion of airfare, lodging, ground transportation, registration/tuition, and meals/per diem the Offeror voluntarily proposes to cover. Costs not covered here are the responsibility of the Unified Government.)	
MISCELLANEOUS	
Description	Markup
Supplied Parts%	
Sublet Repairs%	
Shipping%	
Shop Supplies%	

Attachment C

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 statuettes 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 exits 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. #_____

Attachment D

Intent to Self -Perform

Affidavit of

_____

(Name of Bidder)

I hereby certify that it is our intent to perform 100% of the work required for the

_____

contract.

(Name of Project)

In making this certification, the Bidder states that the Bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform all elements of the work on this project with his/her own current work forces; and the Bidder agrees to provide any additional information or documentation requested by the Unified Government in support of the above statement.

The undersigned hereby certifies that he or she has read this certification and is authorized to bind the Bidder to the commitments herein contained.

Sign_____

Date_____

NO RESPONSE FORM – Attachment E

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: Teresa Houchins **Telephone: (913) 573-5244** **Return by Fax: (913) 573-5444**

Due Date: 10/16/2025

Number: RFQ N41706

Description: Statue Restoration Specialist

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.: _____