



2023-0019 Addendum 1

Techtree Partners LLC

Supplier Response

Event Information

Number: 2023-0019 Addendum 1
Title: REQUEST FOR QUALIFICATIONS - DATA SOLUTIONS SERVICES
Type: Request for Proposal
Issue Date: 9/20/2023
Deadline: 10/5/2023 02:00 PM (CT)
Notes:

ADDENDUM #1

The bid has been extended until Thursday, October 5, 2023 at 2:00 p.m.

All else remains the same.

Christian County invites vendors to submit responses for the Request for Qualifications 2023-0019 in accordance with the requirements stated herein for Data Solution Services.

What does Prequalified Bidder Mean?

The Prequalification of Bidders for Christian County is a screening process utilized to identify firms that exhibit the appropriate safety protocol, experience and training required to submit a bid for work on or in conjunction with the IT department.

The Prequalified bidder's job(s) may include, but are not limited to: Network Cabling, Audio/Video Solutions, Access Control Installation & Services, Fiber Optic Cabling Solutions, Wireless Solutions, and Data Center Solutions.

The term **Prequalified Bidder** should not be confused with "job ready". Firms that have successfully completed the application process and have been formerly identified by Christian County IT Department as a **Prequalified vendor** may receive a solicitation to submit a bid for Pre-Qualified Bidding Events. However, before a Purchase Order/Notice to Proceed is issued for any project, a **Prequalified Bidder** must satisfy all Requirements of the Prequalified Bidding Event. The bid that is selected will be the lowest and best bid and have met the requirements of the job solicitation.

Below is a summary of this bid and items that are requested of the prospective bidders. This includes, but is not limited to:

- The completed Prequalified Bidder Application shall be uploaded through this ebidding portal.
- The Application shall be completed in full.
- All information submitted on or references/attached to a Prequalified Bidder Application shall become the sole property of Christian County.
- Submittal of the Prequalified Bidder Application shall indicate the acceptance of the entire document.
- Christian County is not liable for any cost incurred by prospective bidders for preparation of the Prequalified Bidder Application.
- Material misstatements on the Prequalified Bidder Application or any additional information submitted therewith may be grounds for rejection of that application. Any such misstatement, if discovered after a Purchase Order Notice of Award is issued, may be grounds for immediate termination of the contract at no cost or liability to Christian County. Additionally, the vendor will be liable to Christian County for any additional costs or damages to Christian County resulting from such misstatements, including costs and attorneys' fees for collection such costs and damages.
- Noncompliance at any time with any of the requirements specified in the Prequalified Bidder Application, or omissions of information in response to any question asked by Christian County, will be reason for disqualification. Any incorrect contact information supplied for a contact person or reference may disqualify that reference. Additionally, Christian County reserves the right to:

1. waive irregularities in determining a vendors qualifications
2. reject any and all bids
3. require the submission of additional information

A vendor may be approved as a **Prequalified Bidder** on the basis of an evaluation of all factors judged to be in the best interest of Christian County. These factors include, but are not limited to, responses and supplemental information provided in response to the **Prequalified Bidder** Application, a vendor's previous performance of work for Christian County, as well as for other entities, and any other factor as determined by Christian County regardless of whether that factor has been listed in this document.

At the sole discretion of Christian County, a firm whose application generally indicates the ability to perform the work described in this **Prequalified Bidder** Program, but lacks satisfactory detail or specific information that would support an unqualified approval, may be approved on a probationary basis. Any firm that fits into this category will be designated as a "Restricted **Prequalified Bidder**" and will only be considered for smaller projects specifically identified by the IT department.

In addition, Christian County reserves the right to reject any Prequalified Bidder where circumstances and developments have, in the opinion of Christian County, changed the qualifications or responsibility of the vendor.

The approved Prequalified vendors will **enter into an agreement for one calendar year** with options to renew. See renewal options in the **Attributes** tab. The award is anticipated to be October 4, 2023 through October 3, 2024. Contract Agreements signed by Christian County must be signed by at least a majority of the members of the *County Commission*. Agreements must be attested by the *County Clerk* and approved to form by the *County Counselor*. In addition, the *County Auditor* must certify that there is an unencumbered balance available to pay the contract cost.

Christian County anticipates multiple awards for this bid.

Based on the evaluation process described, the Evaluation Committee comprised of Christian County employees, will review the qualifications of each firm.

Periodically, as determined by Christian County, contractors will be contacted in order to update their Prequalification Application and/or acknowledge changes in the program. Christian County may terminate a contractor for just cause.

There is no minimum or maximum guarantee of work throughout the

contract. Christian County reserves the right to bid out similar projects to all vendors.

Questions should be **submitted online through the Christian County Electronic Bidding portal** before 10:00 a.m. on September 27, 2023.

Christian County highly encourages online bid submittals as it helps to expedite the bidding process and to alleviate errors.

No faxed or emailed submittals will be accepted.

YOU MUST REGISTER AS A SUPPLIER IN ORDER TO SUBMIT YOUR PROPOSAL!

Once Prequalified Vendors have been selected, and once a job has been identified by the County, a bid will be solicited to all Prequalified Bidders. Christian County will determine the lowest and best proposal.

Deviation from the requirements will be evaluated, but may, in the discretion of the Purchasing Agent, result in rejection of a proposal.

Note: The county reserves the right to solicit and accept other bids at any time by other qualified vendors.

See attached State of Missouri Insurance Requirements (due upon award)

See attached E-Verify Affidavit/MOU Requirements (for contracts over \$5,000) due upon award

See Sample - Contract Agreement for Services attached. (to be completed after award).

Christian County is a first-class county without a charter form of government. The governing body of Christian County is the County Commission. The Commission consists of a Presiding Commissioner, a Western Commissioner, and an Eastern Commissioner. Its county seat is in Ozark, Missouri. The County was organized in 1959 and continues to be one of the fastest-growing counties in the state. Cities in Christian County include Billings, Clever, Fremont Hills, Highlandville, Nixa, Ozark, Sparta and Village of Saddlebrooke.

Contact Information

Contact: Kim Hopkins-Will, MBA, NIGP-CPP, CPPO, CPPB

Address: Christian County Purchasing

202 West Elm Street

Ozark, MO 65721

Phone: 1 (417) 582-4309

Email: purchasing@christiancountymo.gov

Techtree Partners LLC Information

Address: 316 South Market Ave.
Springfield, MO 65806
Phone: (417) 425-1079

By submitting your response, you certify that you are authorized to represent and bind your company.

Rick Manweiler

Signature

Submitted at 10/2/2023 01:50:23 PM (CT)

rick.manweiler@techtreepartners.com

Email

Requested Attachments

DECLARATION PAGE MUST BE UPLOADED HERE

Dec Page.pdf

PROJECT MANAGER RESUMES

Rick Manweiler Resume.pdf

PROJECT MANAGER RESUMES

Bid Attributes

1 Christian County Terms and Conditions

Christian County Bidder Requirements Terms and Conditions

Please download and thoroughly review the CHRISTIAN COUNTY BIDDER RESPONSIBILITIES & TERMS AND CONDITIONS REV. 0423 and acknowledge your acceptance below.

Accept

2 No Deviations or Exceptions

I certify that there are NO deviations or exceptions from the attached specific terms, conditions, and specifications.

Agree - No Deviations

3 Deviations and Exceptions

If your company intends to deviate from the Specifications listed in the attached documents, all such deviations and exceptions must be listed here, with complete and detailed conditions and information included. The County will consider any deviations or exceptions in its bid award decisions. The County reserves the right to accept or reject any proposals based upon any deviations indicated below. If none, please enter N/A (Not Applicable).

N/A

4 Submission Response

Christian County responses are to be submitted online via our electronic biddingsystem. No fax or email submissions will be accepted.

For any questions, please contact the Christian County's Purchasing Agent at 417-582-4309 or by email at purchasing@christiancountymmo.gov.

5 Communications Statement

Contact between vendors and Christian County personnel during the proposal process or evaluation process is prohibited. Any attempt by vendors during the proposal process to contact Christian County personnel may result in disqualification. All communication shall go through the Purchasing Office during this competitive process. All questions received and the corresponding answers will be distributed to all bidders. No verbal responses will be provided. The deadline for questions about this proposal is stated in the Bid Activities and the County will not respond to questions after this time and date. Response to questions will be posted in the form of an addendum to this proposal. The vendors will be responsible for checking the website for any posted addenda.

6 Attachments Required

Be sure to upload all required documents and forms to the "Response Attachments" tab of this bid event.

7 Request for PreQualifications Opening

Any proposal received later by any other method shall be disqualified. Any questions pertaining to the proposal procedures should be addressed to the Purchasing Manager at purchasing@christiancountymo.gov or 417-582-4309.

If the County office location where bids/proposals are to be submitted is closed due to inclement weather, natural disaster, or for any other cause including if the electronic bid system is unavailable on the due date, the deadline for submission shall be extended until the next County calendar business day, unless the bidder is otherwise notified by the County, the time of day for submission shall remain the same.

8 Section 2

PROPOSAL REQUIREMENTS

The following items require an answer

9 Conflict of Interest Questionnaire

Does this vendor have conflict of interest with Christian County?

No

1 Conflict of Interest pt. 2

If responder stated there is a conflict of interest with the Christian County, please list the name and details below. If no conflict exists, enter N/A.

N/A

1 Felony Conviction Details

If your firm is owned or operated by anyone who has been convicted of a felony, please list their name and the details of the conviction. If not applicable, please enter N/A (not applicable).

N/A

1 Anti-Collusion Statement

I affirm that I am duly authorized to execute this contract; that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

☒ I agree.

1
3**Debarment or Suspension Certification**

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement of good or services equal to or in excess of \$100,000. Vendors receiving individual awards of \$100,000 or more and all sub-recipients must certify that the organizations and its principals are not suspended or debarred.

(I) Certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department of agency under the Federal OMB, A-102, common rule.

Failure to certify will render bidder non-responsive and will not be considered for award.

1
4**PREQUALIFIED BIDDER APPLICATION****PREQUALIFIED BIDDER APPLICATION**

The following questions require answers

1
5**Company Name**

Company Name: _____

1
6**Company Address**

Company Address: _____

1
7**Company Telephone**

Company Telephone: _____

1
8**Company Email**

1
9**Company type: (check one) Corporation Partnership Sole Proprietor**

Company type: (check one) Corporation Partnership Sole Proprietor

2
0**Authorized Representative's Name**

Authorized Representative's Name

Please print name.

Note: If the Applicant is a partnership, the partnership name must be printed, followed by the signature of at least one of the partners. If the Applicant is a corporation, the corporate name must be printed, followed by the signature of a duly authorized officer and the corporate seal affixed.

2 1	VENDOR GENERAL INFORMATION
2 2	Name of Firm Name of Firm Techtree Partners llc
2 3	How long has your firm been in business as an IT Solutions Provider? 1. How long has your firm been in business as an IT Solutions Provider? 7 Years
2 4	How long has your firm been in business under its present name? 3. How long has your firm been in business under its present name? 7 Years
2 5	Have you ever failed to complete a project? Have you ever failed to complete a project? No
2 6	If you have ever failed to complete a project please provide details, if no, enter n/a If you have ever failed to complete a project please provide details, if no, enter n/a N/A
2 7	Do you have any projects undertaken in the last 5 years that have resulted in partial or final settlement of the contract by arbitration or litigation? If so, please provide details: 1. Do you have any projects undertaken in the last 5 years that have resulted in partial or final settlement of the contract by arbitration or litigation? If so, please provide details: No
2 8	If so, please provide details: If so, please provide details. If not, please enter n/a N/A
2 9	List types of work or activities that your firm engages in: List types of work or activities that your firm engages in: Network infrastructure, surveillance, intrusion, A/V, door access
3 0	IT DATA SOLUTIONS REQUIREMENTS IT DATA SOLUTIONS REQUIREMENTS Unless instructed otherwise on a particular question below, responses to questions that request information on “applicable projects” should be tailored toward the specific type of work that your firm is applying to perform.

**3
1** **EXPERIENCE DETAILS**

1. The firm must have been in business in the field of IT Data Solutions a minimum of five (5) years AND acceptably performed work of a similar nature for other companies. Consideration may be given to a firm that has changed ownership but has kept most of its original employees or a firm that has been organized by employees of another adequately established FIRM. Decisions regarding qualifications of this nature are at the sole discretion of Christian County. Provide the details and years of experience for your firm:

7 Years

**3
2** **REFERENCES****REFERENCES**

A minimum of three (3) IT Data Solution projects must have been completed within the last five (5) years for applicable projects. List references below:

#1 Carter Co Door Controls #2 MACs #3 MACs

**3
3** **REFERENCE #1**

Name of Company, Company Representative, Company Email, Company Phone, Project Scope:

Veregy Josh Haas jhaase@veregy.com 417-844-2252 Door COntrol

**3
4** **REFERENCE #2**

Name of Company, Company Representative, Company Email, Company Phone, Project Scope:

CoxHealth Rick Wieder rick.wieder@coxhealth.com 417-343-2414 MACs

**3
5** **REFERENCE #3**

Name of Company, Company Representative, Company Email, Company Phone, Project Scope:

CMH Mike Bruce mbruce@citizensmemorial.com 417-298-3119

**3
6** **TRADE/PROFESSIONAL CERTIFICATIONS**

Please provide what trade/professional certifications your firm/employees have. If none, write n/a.

N?A

**3
7** **PROJECT MANAGER(S) RESUME**

Please provide your potential Project Manager(s) below.

Please attach their resumes under Response Attachments.

Rick Manweiler

**3
8** **RENEWALS****RENEWALS:**

This contract shall be valid for a period of one (1) year from the date of the award. Christian County will have the sole option to extend the agreement period in one-year increments, or any portion thereof, for a total cumulative period of three (3) additional years. If exercised, the option shall be executed at the same prices as quoted herein subject to a maximum percentage of increase, if any, quoted by the bidder above for each applicable option period. All percentages of increased stated shall be computed against the previous year's agreement prices.

Note: The renewal dates below are anticipated dates.

3 9	RENEWAL #1 ENTER MAXIMUM INCREASE NOT TO EXCEED
	First Renewal (Year 2) October 4, 2024 – October 3, 2025 Max Increase Not to Exceed: _____%.
	10%
4 0	RENEWAL #2 ENTER MAXIMUM INCREASE NOT TO EXCEED
	Second Renewal (Year 3) October 4, 2025 – October 3, 2026 Max Increase Not to Exceed: _____%.
	10%
4 1	RENEWAL #3 ENTER MAXIMUM INCREASE NOT TO EXCEED
	Third Renewal (Year 4) October 4, 2025 – October 3, 2026 Max Increase Not to Exceed: _____%.
	10%

Bid Lines

1	Hourly Rate (Monday through Friday) 8:00 a.m. - 5:00 p.m. (include travel in this hourly rate).
	Quantity: <u> 1 </u> UOM: <u>EA</u> Price: \$80.00 Total: \$80.00
2	Hourly Rate (Weekends/Holidays)Only done at the request of the County (include travel in this hourly rate).
	Quantity: <u> 1 </u> UOM: <u>EA</u> Price: \$100.00 Total: \$100.00

Response Total: \$180.00