



2026-6

AV EQUIPMENT & INSTALLATION

Issue Date: 4/7/2026

Questions Deadline: 4/10/2026 09:00 AM (CT)

Response Deadline: 4/17/2026 03:00 PM (CT)

Contact Information

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

Address: Christian County Purchasing

202 West Elm Street

Ozark, MO 65721

Phone: 1 (417) 582-4309

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Event Information

Number: 2026-6
Title: AV EQUIPMENT & INSTALLATION
Type: Invitation to Bid
Issue Date: 4/7/2026
Question Deadline: 4/10/2026 09:00 AM (CT)
Response Deadline: 4/17/2026 03:00 PM (CT)
Notes: Christian County invites qualified Audio Visual companies to submit responses for the ITB #2026-6 in accordance with the requirements stated herein for AV Equipment and Installation.

PROJECT GOAL: The County invites qualified Audio Visual companies to submit responses for the ITB #2026-6 in accordance with the requirements stated herein for AV Equipment, shipping, delivery, and Installation. This equipment is for the government campus. See Scope of Work and AV Design in the attachments tab.

Note: Time is of the essence and will be considered when evaluating the bid.

PRODUCT/SHIPPING/HANDLING/DELIVERY/INSTALLATION

Product, shipping, handling, deliver and installation must be included in the project's lump-sum price. All product must have a manufacturer's warranty.

DELIVERY:

Delivery of product will need to be coordinated with purchasing since this is an active construction site.

MINIMUM AND MAXIMUM:

There are no minimum or maximum quantities guaranteed for this contract.

AWARD:

The contract will begin on the date the Commissioners award the contract.

Note: Christian County reserves the right to make a single or multiple awards for this solicitation. All contracts by the county are nonexclusive contracts.

QUESTIONS:

Submit your questions online through the Christian County Electronic Bidding portal before 9:00 a.m. April 10, 2025.

SUBMITTAL:

Christian County proposal submittals must be made by the Christian County online ebidding portal. No hand delivered bids, faxes or emails will be accepted. Bids are due by April 17, 2026 and will close at 3:00 p.m. Register as a vendor at: <https://www.christiancountymo.gov/bidding-opportunities/>. Contact purchasing at 417-582-4309 for help with registering. No other submissions will be accepted.

Note: The County's Online Sourcing Application displays the time remaining for each event. This is the County's Official Time remaining for the sourcing event. No other time clock, regardless of reputation, will be considered. The time remaining is

displayed within the user's browser. User acknowledges that various internet browsers may not accurately display the time remaining on the screen. Due to various browser and operating system configurations some internet browsers may display the time remaining several seconds behind the actual time. User also acknowledges that internet connection speeds and operating systems may also affect the time remaining display. The County's Online Sourcing Application includes capabilities for users to see the timing remaining in the user's native time zone. It is the users' responsibility to correctly set the proper Time Zone Setting for user's company and web site users.

If the County office 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.

TERMS AND CONDITIONS:

View under ATTACHMENTS TAB.

It is the responsibility of the awarded bidder to know that Christian County's Terms and Conditions will prevail over all others.

INSURANCE REQUIREMENTS:

View under ATTACHMENTS TAB.

TRANSIENT EMPLOYER LAW:

Required after award is made, if applicable

Any nonresident or foreign companies who employ people in Missouri must provide:

1. A certificate from the Missouri Director of Revenue showing compliance with the Transient

Employer Law (285.230 R.S.Mo. et seq.); or

2. Proof of exemption from Section 285.230 R.S.Mo.

A Certificate of Compliance or proof of exemption must be submitted to Christian County Purchasing in regards to the transient employer law. Questions? See <http://dor.mo.gov/business/register/or> call (573) 751-0459.

EVERIFY AFFIDAVIT:

Contractor shall comply with the provisions of Missouri Revisor of Statutes Sections 285.525 through 285.550., from the commencement until the termination of this Agreement. For any contract over \$5,000 and for any public works project contract the Contractor shall provide County an acceptable notarized Affidavit stating:

That Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the contracted services; and

That Contractor does not knowingly employ any person who is an authorized alien in connection with the contracted services.

Additionally, Contractor must provide County with documentation evidencing current

enrollment in a federal work authorization program (e.g., electronic signatory page from E-verified program's memo of understanding).

AWARD:

The award shall be made to the lowest priced and most responsive and responsible vendor who conforms to this solicitation, and whose proposal is considered to be the most advantageous to the County, price and other factors considered, which includes the evaluation criteria set forth in this ITB. The County reserves the right, in the best interest of Christian County, Missouri, to reject any and all bids, to waive any minor informality or irregularity in a bid, make multiple vendor awards based on the needs of the County, and to select the offer deemed most advantageous to the County. Christian County reserves the right to reject any bid which is determined unacceptable for reasons which may include but are not necessarily limited to: 1) failure of the vendor to meet mandatory general performance specifications; and/or 2) failure of the vendor to meet mandatory technical specifications; and/or, 3) receipt of any information, from any source, regarding delivery of unsatisfactory product or service by the vendor within the past three years. As deemed in its best interests, Christian County reserves the right to clarify any and all portions of any vendor's offer.

The contract will begin on the date the Commissioners award the contract. Note: Christian County reserves the right to make a single or multiple awards for this solicitation. All contracts by the county are nonexclusive contracts.

DECLARATION PAGE:

View under ATTACHMENTS TAB. Print, review, sign, and upload the Declaration Page under the RESPONSE TAB.

The vendor hereby declares understanding, agreement, and certification of compliance to provide the items and/or services at the prices quoted in accordance with all terms and conditions, requirements, and specifications of this original invitation to bid. By signing this document, you certify that the company you represent is not disbarred by the U.S. government under the SAM.gov website and/or any entity in the state of Missouri. The vendor further agrees that upon receipt of an authorized purchase order from the Christian County Commission or when a Notice of Award is signed and issued by the Commission, a binding contract shall exist between the vendor and Christian County. An authorized Company representative's signature is required to confirm understanding of this statement.

HISTORY:

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 Ozark, Missouri. The County was organized in 1859 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.

Bid Attachments

DECLARATION PAGE Rev. 1.pdf DECLARATION PAGE	View Online
CHRISTIAN COUNTY BIDDER RESPONSIBILITIES TERMS AND CONDITIONS Rev. 11.20.25.pdf 2026 CC BIDDERS RESPONSIBILITIES & TERMS AND CONDITIONS	View Online
CC Insurance Requirements rev 010626.pdf 2026 CC INSURANCE REQUIREMENTS	View Online
MOU Example.pdf MEMORANDUM OF UNDERSTANDING Example	View Online
E-Verify Affidavit of Compliance for Christian County form.pdf E-VERIFY AFFIDAVIT OF COMPLIANCE	View Online
Scope of Work.pdf Scope of Work	View Online
AV Plans.pdf AV Plans	View Online

Requested Attachments

DECLARATION PAGE MUST BE UPLOADED HERE

(Attachment required)

THIS IS REQUIRED OR YOUR BID WILL BE NONRESPONSIVE! The declaration Page must be filled out and signed and uploaded for this bid to be responsive. By not uploading the page your bid will be considered nonresponsive. Note: Please do not list any exceptions on the Declaration page as they will not be considered.

E-VERIFY AFFIDAVIT OF COMPLIANCE AND MOU FORM

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Bid Attributes

1	Christian County Bidder Requirements Terms and Conditions Please download and thoroughly review the CHRISTIAN COUNTY BIDDER RESPONSIBILITIES & TERMS AND CONDITIONS REV. 1125 and acknowledge your acceptance below. ☐ Yes ☐ No <i>(Required: Check only one)</i>
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2 Exceptions to Christian County Bidder Requirements Terms and Conditions

If responder indicated, above, there are exceptions to the CHRISTIAN COUNTY BIDDER RESPONSIBILITIES & TERMS AND CONDITIONS REV. 1125, please provide details below. If no exceptions, please enter N/A.

(Required: Maximum 4000 characters allowed)

3 Time Remaining

The County's Online Sourcing Application displays the time remaining for each event. This is the County's Official Time remaining for the sourcing event. No other time clock, regardless of reputation, will be considered.

The time remaining is displayed within the user's browser. User acknowledges that various internet browsers may not accurately display the time remaining on the screen. Due to various browser and operating system configurations some internet browsers may display the time remaining several seconds behind the actual time. User also acknowledges that internet connection speeds and operating systems may also affect the time remaining display.

The County's Online Sourcing Application includes capabilities for users to see the timing remaining in the user's native time zone. It is the users' responsibility to correctly set the proper Time Zone Setting for user's company and web site users.

☐ I have read and agree.

(Required: Check if applicable)

4 Bid Requirements and Ship To locations.

Please download and thoroughly review the BID REQUIREMENTS and acknowledge your acceptance below.

☐ Yes ☐ No

(Required: Check only one)

5 Delivery and Delivery Locations

Time is of the essence for this bid.

Delivery Locations: Will be determined after award. It will be in the 65721 zip code.



6 Submission Response

All submittal responses must be submitted online via our electronic system. No fax or email submissions will be accepted.

7 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 Agent during this competitive process. All questions received and the corresponding answers will be distributed to all bidders. 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.

8 Attachments Required

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

9 Proposal Opening

Any proposal received later than the specified time will not be accepted.

If the County office 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.

10 Section 2

BIDDER REQUIREMENTS

The following items require an answer

11 Conflict of Interest Questionnaire

Does this vendor have conflict of interest with Christian County?

☐ Yes ☐ No

(Required: Check only one)

12 Conflict of Interest pt. 2

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

(Required: Maximum 4000 characters allowed)

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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.

(Required: Check if applicable)

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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.

☐ [Please select] ☐ Agree ☐ Do not agree

(Required: Check only one)

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5

No Deviations or Exceptions

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

☐ [Please select] ☐ Agree - No Deviations ☐ Do Not Agree - Please see below

(Required: Check only one)

1
6

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).

(Required: Maximum 4000 characters allowed)

1
7**Cooperative Procurement**

The vendor should indicate by checking "yes" or "No" in the indicated space below if the vendor will honor the submitted prices and terms for purchase by other entities that participate in cooperative purchasing with Christian County, Missouri.

Note: Indicating no will not affect the evaluation of your bid.

☐ Yes ☐ No

(Required: Check only one)

1
8**Invoices**

Invoices will be submitted to the **Christian County Accounts Payable at 100 W. Church St., Room 100, Ozark, Missouri 65721** or emailed to: **invoices@christiancountymo.gov**. Invoices should be delivered with the materials and packing slip. Payment will be made within 30 days from receipt of an accurate invoice.

Services or goods must be received before payment can be made. The vendor shall submit all reports required herein, along with a copy of each invoice, as supporting documentation with the monthly statement. Other than the payments and reimbursements specified above, no other payments or reimbursements shall be made to the vendor for any reason whatsoever, including, but not limited to, taxes, shipping charges, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc.

Notwithstanding any other payment provision of the contract, if the vendor fails to perform required work or services, fails to submit reports when due, or is indebted to the United States, Christian County may withhold payment or reject invoices under the contract.

Final invoices are due no later than thirty (30) calendar days after the expiration of the contract. Christian County shall have no obligation to pay any invoice submitted after such date. If a request by the vendor for payment or reimbursement is denied, Christian County shall provide the vendor with written notice of the reason(s) for denial.

If the vendor is overpaid by Christian County, upon official notification by Christian County, the vendor shall provide Christian County with a check payable as instructed by Christian County in the amount of such overpayment. The vendor shall submit the overpayment to Christian County at the address specified. The vendor shall agree and understand that Christian County shall be solely responsible for payment for only those services requested by Christian County.

1
9**Indemnification**

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

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FIRM QUALIFICATIONS

Bidder to provide complete details as to how their firm is qualified to perform the work identified within this ITB.

Please answer the questions below.

Note: The company must have been in business doing complex audiovisual installations for large companies/governments within the past five years.

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General Company Information

Please provide your general company information:

Name of Company:

Years in Business:

Years in Business doing complex Audio Visual Installations:

Owners name and contact information:

(Required: Maximum 4000 characters allowed)

2
2

Project Manager

Provide the Project Manager's name and contact information.

(Required: Maximum 4000 characters allowed)

2
3

Start Time in Days after Award

How many days after the award can you start work?

(Required: Maximum 1000 characters allowed)

2
4

OSHA

Please note that this is an active construction site, even though it is indoors; every precaution should be taken regarding PPE. Including, but not limited to: hard hats, closed-toe shoes, and high-visibility clothing should be worn. Safety is key on this project.

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Reference One

Please provide three references of companies you have done business with in the past five years with a similar scope and size project.

Name of Company:

Representative Name

Representative Email

Representative Phone

(Required: Maximum 4000 characters allowed)

2
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Reference Two

Please provide three references of companies you have done business with in the past five years with a similar scope and size project.

Name of Company:

Representative Name

Representative Email

Representative Phone

(Required: Maximum 4000 characters allowed)

2
7

Reference Three

Please provide three references of companies you have done business with in the past five years with a similar scope and size project.

Name of Company:
Representative Name
Representative Email
Representative Phone

(Required: Maximum 4000 characters allowed)

2
8

AUTHORIZED SIGNATURE

As authorized signatory, you are agreeing that you have legal authority to sign on behalf of your company. Is this correct?

Note: If you enter no this bid will be nonresponsive.

You must upload the Declaration page with a wet signature or you bid will be nonresponsive. See bid attachments to print the Declaration page and upload in the Response page.

☐ Yes ☐ No

(Required: Check only one)

2
9

DECLARATION

The vendor hereby declares understanding, agreement, and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of this original invitation to bid. The vendor further agrees that upon receipt of an authorized purchase order from the Christian County Commission or when a Notice of Award is signed and issued by the Commission, a binding contract shall exist between the vendor and Christian County. By clicking "I have read and accept" you are declaring that you are approving the above.

☐ Yes ☐ No

(Required: Check only one)

Electronic Sealed Bid Security

Euna Procurement, powered by IonWave was designed to maintain the security of the solicitation process, including protecting the integrity of sealed bid/proposal responses. Key security features in the system include:

All sealed bid/proposal data is stored in encrypted fields while the solicitation is still available for supplier responses. Each buyer and supplier user account has its own password, with options available to the Demo Agency for dictating password requirements/complexity.

All data transmitted between end users and the system is encrypted using industry standard SSL technology.

Passwords are stored in an encrypted format using a one-way hash. This works to protect passwords from anyone with access to the database.

User sessions are validated to help prevent hijacking and expire after inactivity.

Key buyer and supplier activities are audited, such as response submission or solicitation unsealing.

Two primary levels of security exist to ensure bidders/proposers can only access their own bid/proposal data:

First, all sealed bid/proposal data is encrypted at the database level utilizing a security key uniquely generated for each bidding/proposing event. This protects the sealed data from everything but the bidding/proposing application itself, which is the only component that has the security logic and seeds required to generate the security key. This provides protection from system administrators and any potential risks of external hackers.

Second, the application includes security checks on every page that displays bid/proposal data to ensure that only the vendor who entered sealed bid/proposal data can view their own sealed bid/proposal data. All other users are denied access to sealed bid/proposal data by these security checks.

As a result of the above-mentioned security measures, sealed bid/proposal information is sealed in an electronic lockbox and unavailable to all system users until after a bid/proposal due date and time passes. Electronic Bid/Proposal Responses are time-stamped upon acceptance by the system. Time-stamps are reported in the Respondents report and in the Bid/ Proposal History logs. Authorized users, as established by system roles, may "Unseal" a bid/proposal at the appropriate time to begin bid/proposal evaluation and review.

General System Security

We utilize standard security mechanisms:

1. Enterprise Firewall protection
2. Secure separation of web cluster and databases.
3. Data reads are conducted utilizing stored procedures in order to prevent injection or SQL modification attacks.
4. Application user accounts are limited to execution of stored procedures.
5. Access to the system requires a correct username and password.
6. All data is secured at rest and in transit at the storage level.
7. Data backups are also encrypted and stored outside of the production environment.

Physical Security

IonWave has chosen to host our infrastructure in an extremely secure, redundant data center to ensure environmental conditions do not affect uptimes. This facility is protected by multiple levels of card key, biometric, and 24/7 guards to provide maximum security.

3
1

Certifications

List any certifications you have for this type of work; if none, write "none."

(Required: Maximum 4000 characters allowed)

3
2

Christian County Prior Projects

Please list any applicable prior projects completed for Christian County Commission; if none, write "none."

(Required: Maximum 4000 characters allowed)

Bid Lines

1

Please provide a lump-sum price that includes all items on the specifications list, shipping, delivery, and installation, as shown in the attached design drawings.

(Response required)

Quantity: 1 UOM: LUMP SUM Price: \$ Total: \$

Item Notes: Note: This installation will be on an active construction job site, indoors.
All OSHA requirements will be observed. Hard hats and closed toe shoes
will be observed.

Supplier Notes:

- ☐ No bid
- ☐ Additional notes
(Attach separate sheet)

Supplier Information

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Supplier Notes

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

Print Name

Signature