



PETE K. RAHN
Director

RICH TIEMEYER
Chief Counsel

MARI ANN WINTERS
Secretary

MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION

105 West Capitol, P.O. Box 270, Jefferson City, MO 65102 Telephone (573) 751-7454 Fax (573) 526-4408

ADDENDUM 002 REQUEST FOR PROPOSALS Service Awards RFP NUMBER: 6-050405

Offerors shall acknowledge receipt of Addendum 002 (TWO) by signing and including it with the original proposal. The due date for receipt of proposals remains unchanged by this Addendum. Accordingly, the following changes, questions and answers are believed to be of general interest to all potential Offerors. The original solicitation is hereby changed to the extent stated in the department's response to each question on pages two through nine of this amendment 002. All other terms and conditions remain unchanged and in full force.

Name and Title of Signer (Print or type)	Name and Title of Department Authority Erin Moritz General Services Specialist
Contractor/Offeror Signature _____ (Signature of person authorized to sign)	Department of Transportation _____ (Authorizing Signature)
Date Signed:	Date Signed:

**Non-Mandatory Pre-Proposal Conference
Wednesday, March 16, 2005**

PRE-PROPOSAL CONFERENCE ATTENDEES:

Vendors:

Brad Christy – Show Me Specialties

Debra McPherson – Roberts Company dba AAA Advertising Specialties

Mary Kay Payne – Midwest Advertising

MoDOT and Other State Agency Representatives:

Erin Moritz, General Services Specialist, MoDOT

Janis Gieck, Intermediate General Services Technician, MoDOT

Wayne Hinkle, Central Office General Services Manager, MoDOT

ADDITIONS/REMOVALS/CHANGES/ CLARIFICATIONS:

**Non-Mandatory Pre-Proposal Conference
Wednesday, March 16, 2005**

Page 7, Section (2) (D) (1) – T-Shirt

Question: Does the t-shirt have to be navy blue in color.

Response: No, the t-shirt does not have to be navy blue in color, the color must be described in the brochure prepared by the Offeror.

GENERAL QUESTIONS:

Question: What is the thread count for the MoDOT logo being embroidered?

Response: The thread count is 2000 stitches, which includes the MoDOT wording, the outline of the state of Missouri and the waves under the wording.

Question: On the MoDOT logo, does the year of service need to be noted?

Response: The year of service will not be noted on the award. The logo is a generic logo with just MoDOT on it. (Please see Attachment A for the MoDOT logo.)

Question: Is there a benefit to having additional items in the brochure, versus just pricing and quoting the four (4) specified items?

Response: There is a category for sample comparison review in which the evaluation team may use subjective information submitted to them in a proposal. Therefore, evaluators have the option to give points for what they consider quality, or extras in which they like.

Question: Are there other methods a vendor may use to affix the MoDOT logo to the service award items?

Response: On items in which MoDOT simply lists MoDOT logo as part of the description, any method of affixing the logo may be use (for example, hot stamped, vinyl decal, etc.)

Question: Do all addendums have to be signed and submitted with the proposal.

Response: Yes, it is very important that all pages in which a signature is requested, be signed and submitted with the proposal.

Question: What is the participation rate from the estimated projection?

Response: MoDOT has 99% participation rate from the estimate projection.

Question: Who is responsible for the minimum quantities or set asides?

Response: The Contractor is responsible for all set asides or minimum quantities. MoDOT will only pay for the items in which MoDOT orders.

OTHER CHANGES

Change – Page 8, Section (2) (D) (2) – Padfolio

Change MoDOT logo is hot stamped to MoDOT logo affixed.

Change – Page 9, Section (2) (D) (5) – Fishing Pole

Change MoDOT logo is stamped to MoDOT logo affixed.

Change – Page 10, Section (2) (D) (7) – Camping Outfit

Change 10' x 13' tent to 8' x 8' tent. Change four (4) 2 lb sleeping bags to two (2) sleeping bags. Change MoDOT logo is hot stamped to MoDOT logo affixed to tent.

Change – Page 10, Section (2) (D) (7) – Digital Camera

Change MoDOT logo is hot stamped to MoDOT logo affixed.

Change – Page 11, Section (2) (D) (8) – Fish Finder

Change MoDOT logo is hot stamped to MoDOT logo affixed.

Change – Page 17, Section (4) (B) (2) – Experience

Change Exhibit A (page 20) to Exhibit A (page 22.)

Change – Page 17, Section (4) (B) (3) – Resolutions

Change Exhibit B (page 21) to Exhibit B (page 23.)

Change – Page 18, Section (4) (C) (1) – Evaluation Factors

Change Costs, Fees and Expenses from 30 pts maximum to 20 pts maximum.

Change Sample Comparison Review from 20 pts maximum to 30 pts maximum.

OTHER REMOVALS

Remove – Page 9, Section (2) (D) (4) – Necklace

We are replacing the Necklace with a Jewelry Box. Please refer to the addition part of this addendum for jewelry box specifications.

Remove – Page 9, Section (2) (D) (5) – Bracelet with MoDOT Charm

We are replacing the Bracelet with MoDOT charm with an American Flag and Pole Set. Please refer to the addition part of this addendum for American Flag and Pole Set specifications.

Remove – Page 10, Section (2) (D) (6) – All Weather Radio

We are replacing the All Weather Radio with a Patio Bench. Please refer to the addition part of this addendum for patio bench specifications.

Remove – Page 10, Section (2) (D) (7) - MoDOT Diamond Pendant

We are replacing the MoDOT Diamond Pendant with a Rotisserie/Roaster Oven. Please refer to the addition part of this addendum for the rotisserie/roaster oven specifications.

Remove – Page 16, Section (4) (B) (1) (a)

$\frac{\text{Lowest Responsive Price}}{\text{Compared Price}} \times 30 = \text{Cost score points}$

Remove – Page 17, Section (4) (B) (2) – Sample Comparison Review

Remove necklace from the samples needing to be provided.

Remove – Page 19-21, Section (5) (A) – Pricing Page

Please remove all of the pricing pages and replace with the new pricing pages found in this addendum.

OTHER ADDITIONS**Add – Page 7 – Section (2) (D) Specified Items per Category**

Where items state, “MoDOT logo affixed,” any method of affixing the logo may be used (for example, vinyl decal, etc.)

Add – Page 7 – Section (2) (D) (1) – Travel Mug

MoDOT logo affixed.

Add – Page 8, Section (2) (D) (1) – Igloo Cooler

MoDOT logo affixed.

Add – Page 8, Section (2) (D) (2) – Golf Umbrella

MoDOT logo imprinted on one panel of umbrella.

Add – Page 8, Section (2) (D) (3) – Watch

MoDOT logo is screened on the face of the watch and is silver in color.

Add – Page 9, Section (2) (D) (4) – Jewelry Box

Jewelry Box – Wooden jewelry box in cherry or oak wood with lift up top mirror and six compartments which are specialized for rings, earrings and necklaces and measures approximately 10 $\frac{3}{4}$ ” L x 5” W x 11” H. MoDOT logo affixed.

Add – Page 9, Section (2) (D) (5) – American Flag and Pole Set

Pole made with approximate outside diameters of 1 $\frac{1}{2}$ “ with invisible ground socket is 16” deep, 1 $\frac{7}{8}$ ” in diameter and the pole approximately seventeen (17’) foot in height. Made of tubular steel, the pole is chemically cleaned and treated and has a satin powder-coated white finish. The fifty (50) star flag is made of polyester/nylon blend with printed on stars, 3’ x 5’ with brass grommets. Also a stainless steel ball, pulley, nylon rope, cleat. MoDOT logo is affixed.

Add – Page 10, Section (2) (D) (6) – Patio Bench

Patio Bench – Bench is made from hardwood and provides comfortable seating for two (2). It is finished in a weather resistant protective oil. It measures approximately 36.75” H x 48” L x 24.5” W. MoDOT logo is affixed.

Add – Page 10, Section (2) (D) (7) – Rotisserie/Roaster Oven

Rotisserie/Roaster Oven – Heavy duty chrome plated wire baking rack, aluminum baking trays and drip tray. Rotisserie has the ability to roast 13 lb turkey. Non-stick surface, grease reservoir, bottom only heating element, timer for rotisserie, six (6) kabob skewers, cool touch exterior. Adjustable temperature control with auto shut off. MoDOT logo affixed.

Add - Page 11, Section (2) (D) (8) – Golf Package

MoDOT logo is affixed to the golf bag.

Add – Page 16, Section (4) (B) (1) (a)

Lowest Responsive Price X 20 = Cost score points
Compared Price

Add – Page 19-21, Section (5) (A) – Pricing Pages

Please use the pricing pages which are attached in this addendum 002. (See pages 6-8 of this addendum.)

**REVISED SECTION (5)
PRICING PAGE**

(A) Service Awards

The Offeror shall provide a firm, fixed price per item requested in the table below, for the original contract period and a maximum price per item, for each potential renewal period for providing all service awards in accordance with the provisions and requirements specified herein.

(1) 5 Year Service Category:

Item #	Description	Original Contract Period
001	T-Shirt	\$ _____
002	Travel Mug	\$ _____
003	Cap	\$ _____
004	Igloo Cooler	\$ _____

TOTAL = _____

(2) 10 Year Service Category:

Item #	Description	Original Contract Period
005	Denim Shirt	\$ _____
006	Sweatshirt	\$ _____
007	Umbrella	\$ _____
008	Padfolio	\$ _____

TOTAL = _____

(3) 15 Year Service Category:

Item #	Description	Original Contract Period
009	Maglite D Cell	\$ _____
010	Watch	\$ _____
011	Polo Shirt	\$ _____
012	Hooded Sweatshirt	\$ _____

TOTAL = _____

(4) 20 Year Service Category:

Item #	Description	Original Contract Period
013	Golf Jacket	\$ _____
014	Fleece Jacket	\$ _____
015	Sport Duffel Bag	\$ _____
016	Jewelry Box	\$ _____

TOTAL = _____

(5) 25 Year Service Category:

Item #	Description	Original Contract Period
017	Canvas Hooded Jacket	\$ _____
018	Flag & Pole Set	\$ _____
019	Wind Suit	\$ _____
020	Fishing Pole	\$ _____

TOTAL = _____

(6) 30 Year Service Category:

Item #	Description	Original Contract Period
021	Pulsar Watch	\$ _____
022	19" Flat Screen t.v.	\$ _____
023	Camo Bib Overalls	\$ _____
024	Patio Bench	\$ _____

TOTAL = _____

