MoDOT

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ADDENDUM 005
Request for Proposal
Rest Area Maintenance and Sponsorship Services
RFP 6-120912LK

Offerors should acknowledge receipt of Addendum 005 (FIVE) by signing and including it with the original proposal. The due date for receipt of proposal has not changed by this Addendum. Accordingly, the following clarifications, and or additional information, are believed to be of general interest to all potential Offerors. 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 Leann Kottwitz Senior General Services Specialist
Contractor/Offeror Signature (Signature of person authorized to sign)	Department of Transportation Leann Kottwitz (Authorizing Signature)
Date Signed:	Date Signed:08/23/12

1. **Question:**

Are there any warranties on the facilities or buildings that comprise the seven Welcome Centers where the age range from six months to three years old? If so, please provide items covered and the length of the coverage.

Response:

As it has recently been added to the department's welcome center inventory, the Rockport Welcome Center has a full-year workmanship warranty. The Hayti and Marston facilities have reached their workmanship warranty period, and punch-list items from the warranty inspection have been addressed or are being addressed. The remaining welcome centers are beyond the one-year workmanship warranty period.

The standard construction specifications for the seven welcome centers call for the following minimum warranties.

Contractor: one-year warranty for parts and labor on all building material, and equipment, or a standard manufacturer's warranty whichever is greater. All warranties, including extended service agreements, shall begin on the date of final acceptance of the project

Glass block units: limited 5-year warranty on product only

Exterior insulation and finish system: manufacturer's 10-year moisture drainage warranty combined with a 10-year limited warranty against defective materials.

Preformed roofing panels: manufacturer's standard coating performance warranty, as available, for specified installation and environmental conditions; contractor's warranty for panels, flashings, sealants, fasteners, and accessories against defective materials and/or workmanship, to remain watertight and weatherproof with normal usage for five years following project completion date. Such repairs to be performed at no cost to the building owner.

Aluminum soffit panels: 50-year lifetime limited, non-prorated, transferable warranty.

Flashing and sheet metal: manufacturer warrants sheet metal fabrications to be free of defects in material and workmanship for a period of five (5) years from date of shipment; manufacturer's 20-year finish warranty for standard coil-coated Kynar 500 colors against peeling, chalking, fading, checking and crazing, commencing upon date of final completion.

Gutters and downspouts: manufacturer warrants sheet metal fabrications to be free of defects in material and workmanship for a period of (5) years from date of shipment;

manufacturer's 20-year finish warranty for standard coil-coated Kynar 500 colors against peeling, chalking, fading, checking and crazing, commencing upon the date of substantial completion.

Joint sealers: coverage for installed sealants and accessories which fail to achieve airtight seal and exhibit loss of adhesion or cohesion or do not cure.

Automatic entrance doors: manufacturer's standard warranty or one year from date of final acceptance, whichever is longer. Units to be warranted against defect in material and workmanship for a minimum period of one year or as furnished by the manufacturer's standard warranty from the date of final completion; distributor's one-year warranty is labor and transportation charges for defective parts replacement.

Door hardware: three-year manufacturer warranty.

Glass and glazing: ten-year warranty to include replacement of sealed glass units exhibiting seal failure, interpane dusting or misting; ten-year warranty to include replacement for laminated glass exhibiting delamination.

Solid phenolic plastic toilet partitions: ten-year limited warranty for panels, doors, and stiles against breakage, corrosion, delamination, and defects in factory workmanship; one-year guarantee against defects in material and workmanship for stainless steel door hardware and mounting brackets.

Plumbing fixtures: manufacturer agrees to repair or replace components or whirlpools that fail in materials or workmanship within specified warranty period.

Interior lighting: written warranty, executed by manufacturer agreeing to replace rechargeable batteries that fail in materials or workmanship within specified warranty period; special warranty period for batteries: manufacturer's standard, but not less than 10 years from date of Final Completion. Full warranty shall apply for first year, and prorated warranty for last nine years. Written warranty, executed by manufacturer agreeing to replace fluorescent ballasts that fail in materials or workmanship within specified warranty period. Special warranty period for fluorescent ballasts: five years from date of manufacturer, but not less than four years from final completion.

Fuel-fired, domestic water heaters: manufacturer's standard form in which manufacturer agrees to repair or replace components of water heaters that fail materials or workmanship within specified warranty period.

2. **Question:**

We noted several instances where facilities do not meet performance measures due to broken curb, tripping hazards on sidewalks, striping, pavement cracking, roadway pole lights down, and etc. Will these items be addressed prior to the beginning of the contract so that

performance standards in the contract are met? If not, will these repairs be considered minor repair or major repair work?

Response:
We will continue to address projects that impact performance standards as budget and time will allow, up to the beginning of the contract. This is where the successful bidder will accept the rest areas and welcome centers in an "as is" condition, as stated in the request for proposal, section (2).(B).1. Remaining deficiencies impacting performance standards will be noted by MoDOT and taken into account during the payment process. As the contract progresses, necessary minor repairs, as defined in section (2).(B).18.i. will be accomplished, as well as major repairs, as defined in section (2).(B).18.ii. The successful bidder shall at all times be responsible for ensuring the continuous operation and maintenance of the rest areas.

3. **Question:**

Are the truck parks required to meet the same performance measures as the Rest Areas?

Response:
Yes, please refer to the applicable items listed in Attachment E, Performance Measures in the RFP.

4. **Question:**

We noted instances of dead sod and newly planted trees that had died at new welcome centers where there are no irrigation systems. Is the contractor responsible for replacing the sod and trees?

Response:
See response to question 2.

5. **Question:**

Has there been any revenue generated for WC/SRA/Truck parking facility advertising?

Response:
No

6. **Question:**

Please describe how the WC/SRA/Truck parking facility is currently being managed for advertising?

Response:
N/A

7. **Question:**

Do the Welcome Centers and Rest Areas have broadband Internet service? If so, can you please identify the type of service available on a per facility basis (= cable, 4G wireless, DSL, or satellite)?

Response:
No

8. **Question:**

Define Scope of Welcome Center and Safety Rest Areas

- Hours – Please refer to page 18, Section 2, Personnel and Staffing (i) Adequate Staff, of the RFP.
- AADT on mainline and % of mainline traffic stopping at Welcome Centers/rest areas – Please see Attachment A of the RFP – We do not have the data available for the percent of all mainline traffic stopping at Welcome Centers/Rest Areas, however, we do have an estimated annual visitors at the Welcome Centers/Rest Areas
- Tourism Staff (how many per location) Tourism contracts are not in the scope of this RFP and shall remain independent of any and all activities associated with this RFP, except for the janitorial services that are currently provided in the tourism leased areas. Please refer page 33, Section 2, 24, xi C.
    - Will current tourism staff remain in place at existing hours as Tourism employees?
    - What role will Missouri Tourism have in this initiative? Is this program "endorsed" by Missouri Tourism?
    - Is there a Missouri Tourism liaison for this initiative?
- Facility – is there room for storage of marketing materials? Available storage varies with each facility. At the locations where Tourism has lease storage will not be available in their area.
- Is the staff equipped with daily access to computers? MoDOT does not provide computers or computer access.
- What is the advertising capacity inventory of each welcome center and SRA, see example chart below

Welcome Center/ SRA	Product Availability
	Examples:
Welcome Center 1	Ad Panel: size
	Banner
	Digital
	Spotlight

Free Standing
Rack
DVD/T
V
Tables/easel for
display
Brochures – how many racks or total quantity
available
Custom Ad Space -
size
Glass
Display
Wall
Murals

Response:
Please refer to page 16, Section 2, Item 18, (ii) of the RFP.

9. **Question:**
What is the tourism/marketing role with Truck-only parking facilities?

Response:
If this question is in reference to the Missouri Tourism Commission there is no role. Truck Parking Facilities offers no indoor advertising opportunities these sites are primarily limited to sponsorship only.

10. **Question:**
Are there currently outdoor tourism banners displayed? If so, who coordinates space and the display currently?

Response:
No

11. **Question:**
As of December 1, 2012 – what are the plans for disbursement of current tourism inventory in the facilities?

Response:
Tourism contracts are not in the scope of this RFP and shall remain independent of any and all activities associated with this RFP, except for the janitorial services that are currently provided in the tourism leased areas. Please refer page 33, Section 2, 24, xi C.

12. Question:
Database:

- Is there a tourism industry database? If so, who maintains the database? Is it current and complete?
- Is there a database available for each Welcome Center? Is there one database for all of Missouri? Is there a database for each of the 5 Missouri regions?
- Is there a comprehensive list/database of what businesses are currently advertising in each Welcome Center or Safety Rest Area? Are they maintained and current?

Response:
MoDOT does not maintain nor have access to any tourism industry database.

13. Question:
Please provide a variety of high resolution images of the exteriors and interiors of sample Rest Areas and Welcome Centers, as well as the advance highway signs.

Response:
You may go to the address below to see overall information about each Rest Area/Welcome Center. Please refer to page 5, Section 1, (D) Site Visits.

http://www.modot.mo.gov/services/travel/restarea/index.htm

14. Question:
Please provide updated visitor data for each location (and explain how it was determined – ex. onsite survey/counter or estimation based on AADT)

Response:
Please see Attachment A of the RFP, this estimation is based on combination of AADT and traffic counters at some of the facilities.

15. Question:
Please provide passing traffic AADT counts for each location.

Response:

Please see Attachment A of the RFP.

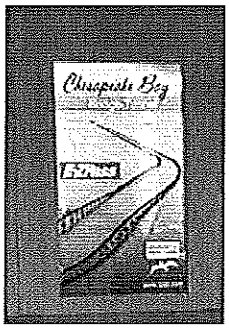
16. Question:
What type of advertising signage already exists in the Rest Areas and Welcome Centers? If advertising exists, please provide examples of any current agreements and also provide annual (or monthly?) revenue figures from advertising/sponsorship – including Tourism boards, brochure rack display companies, etc.

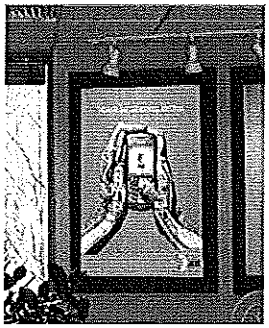
Response:
MoDOT currently does not have advertising or signage at the Rest Areas and Welcome Centers.

17. Question:
Are there brochure racks that will accommodate sponsor's literature?

Response:
MoDOT does not have any racks available.

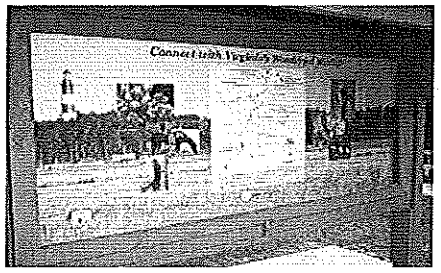
18. Question:
If there is existing advertising, such as backlit signs and/or framed posters, will they be available for use by the sponsorship agency/sponsor? (examples below)





Response:
Very limited availability and will be available for use.

19. Question:
Are there existing state maps/information signs located around the exterior of each Rest Area and Welcome Center, such as the below example?



Response:
Very limited availability and will be available for use.

20. Question:
Will sponsors/advertisers receive recognition on the Missouri DOT website in the form of a logo, banner ad and/or page specifically designated for the sponsorship program?

Response:
No

21. Question:
Please provide photo(s) of the standard entry and exit doors used at Rest Areas and Welcome Centers in Missouri. Is there sufficient space for a sponsor message and logo? Will MoDOT allow sponsor attribution/advertising in this manner?

Response:
You may go to the address below to see overall information about each Rest Area/Welcome Center. Please refer to page 5, Section 1, (D) Site Visits.

http://www.modot.mo.gov/services/travel/restarea/index.htm

22. Question:
Do the Rest Areas have free Wi-Fi or if not, will MDOT be open to a vendor providing Wi-Fi? Will sponsor attribution be available on the splash page in either case?

Response:
MoDOT does not have Wi-Fi and will not be providing it.

23. Question:
Do the Rest Areas have dedicated dog-walk areas?

Response:
Most of them do.

24. Question:
Are the rest areas manned? If so, how often? Would the on-site staff be responsible for reviewing advertising placements for damage/removals?

Response:
Staffing and responsibilities associated with the rest areas will be in accordance with the RFP.

25. Question:
What is the closest structure to the parking area that could accommodate advertising positions? Please provide a photo of those structures.

Response:
You may go to the link below to see overall information about each Rest Area/Welcome Center. Please refer to page 5, Section 1, (D) Site Visits.

http://www.modot.mo.gov/services/travel/restarea/index.htm

26. Question:
Please provide the complete pre-bidder meeting attendee list that took place on July 26, 2012.

Response:
The attendance list is attached to this Addendum 005.

27. Question:
At the site visit to the Lathrop Rest Area (I-35 NB), a sewage lift station was identified that was stated to be the contractor's responsibility to operate, maintain and repair. Please provide a complete listing of lift stations at all locations that will become the contractor's responsibility.

Response:
Responsibility at or during the original contract period for lift station operation, maintenance, and repair will be required at the following locations:

Lathrop Rest Area
Eagleville Welcome Center

Rock Port Welcome Center
Hayti Welcome Center
Boonville Rest Area
St. Clair Rest Area
Dearborn Rest Area (once city sewer connection is complete)
Concordia Rest Area (once city sewer connection is complete)

To further explain, responsibility for a licensed operator at or during the original contract period will be required at the following locations:

Conway Welcome Center
Halltown Rest Area (until rest area is converted to truck parking facility)
Concordia Rest Area (until city sewer connection is complete)
Fruitland Rest Area
Bloomsdale Rest Area

28. Question:
At the site visit to the Kearney Truck Parking Facility (I-35 SB), it was identified that MoDOT would mow the grass area between the entrance / exit ramp and the interstate when the road shoulders are mowed. This would leave a narrow (approx. 10' wide) strip of grass along the backside of the TPF for the contractor to mow. While we are certainly willing and able to provide this service, it appears that it would be more cost effective for the State to mow this narrow band of grass with the crew mowing adjacent to the interstate instead of having a contractor bring in equipment routinely for a 15-min. task. Would MoDOT consider changing the contractor's mowing requirement at this and similarly designed TPF's?

Response:
The Offeror will be required to mow these areas. These are considered non pedestrian areas and will be maintained less than 18 inches in height. Refer to general comments in this Addendum 005 for definitions of pedestrian and non pedestrian areas.

29. Question:
Will the contractor have any responsibility for the apparently inactive 3 cell lagoons at the two TPF's at Mound City?

Response:
No

30. Question:
It was explained in the pre-bid conference that separate bids shall be submitted for each of the four groups and that MoDOT will award each group individually. This approach may negate certain price benefits resulting from economies of scale. Would MoDOT consider an optional statewide bid combining all four groups? The most advantageous optional bid can be

compared to the sum of the most advantageous individual group bids to select the most cost effective award for MoDOT.

Response:
Since the award of this contract is not based on cost alone each four groups will be awarded separately.

31. Question:
Several propane storage tanks were observed at various sites, which are assumed to be used for heating the facilities. Who is responsible for the replenishment cost for this fuel?

Response:
Please refer to page 11, Section 2, B, paragraph 15 Utility Costs.

32. Question:
Section 2-B-4-iv identifies contractor responsibilities for interactive computers and interpretive displays in welcome centers.

a. Very few interactive computers were observed during site visits. Please provide a listing of interactive computers by location.

b. Who is responsible for providing the internet and recurring monthly charges?

c. Who is responsible for the software associated with the interactive computers and interpretive displays? If the contractor is responsible, please provide additional information on the software programs utilized.

Response:
a. There are no interactive computers at any location. There are only display monitors at the new welcome centers.
b. The Offeror is responsible for providing any internet service and any costs associated with that service.
c. The Offeror is responsible for the software associated with any interactive computers and interpretative displays.

33. Question:
Due to safety concerns regarding traffic, elevations, and slopes, we understand that the sheltered workshop personnel are not permitted to mow on the ramps and between the ramps and the interstate under their current contracts with MoDOT. These areas are now mowed by MoDOT. Will this practice continue under the new contract?

Response:
MoDOT is responsible for mowing the interstate and 30 feet from the edge of the shoulder or bottom of the ditch, whichever is less. The Offeror is responsible for mowing the remaining areas of the rest areas, including a minimum of one mower width, or to the edge of the slope,

along the entrance and exit ramps and parking areas between the interstate and the ramps. Slopes greater than 3:1 (3 horizontal: 1 vertical) are not to be mowed except with specialized equipment designed for that purpose.

34. Question:
Will MoDOT retain responsibility of fixing existing problems at the facilities at the contract start? What mechanism will be used to identify existing physical conditions that exist at the facilities?

Response:
See response to question 2.

35. Question:
Could you give consideration to an escalation clause that covers cost of living increases due to general inflation such as the CPI index? Otherwise, the bidder will have to estimate an annual increase in cost that will probably be larger than the CPI index. Suggest consider using CPI-U (Consumer Price Index for all urban consumers).

Response:
The only price adjustments considered will be at the time of each renewal.

36. Question:
Could you give consideration to a fuel adjustment clause to cover fuel used by Sheltered Workshops such as is now in place?

Response:
This issue needs to be decided between the Offeror and each negotiated contract with the sheltered workshops.

37. Question:
What recourse do we as a sheltered workshop have if the contractor under this RFP fails to pay us?

Response:
This would be a matter between the contractor and the sheltered workshop and does not involve MoDOT.

38. Question:
Please clarify the points (rating) system that determines whether the contractor receives full payment or not. I assume that their performance as well as the performance of the contracting sheltered workshops involved will be scored. Is there anything to protect sheltered workshops from having our reimbursement cut if the contractor's rating goes down, but our ratings stay above 95%?

Response:

This issue needs to be decided between the Offeror and the individual sheltered workshops.

39. Question:
Halltown rest area shut down, when does it take effect?

Response:
We do not have a specific date yet, current plans are prior to June 30, 2013.

40. Question:
Is the idea of MoDOT to give the contract to a company who can do the electricity, snow removal, etc or is it to award too many companies to perform all of the services?

Response:
A contract will be awarded to one Offeror for each group of rest area/welcome centers.

41. Question:
Exactly what do the sheltered workshops provide?

Response:
This issue needs to be decided between the Offeror and the individual sheltered workshops, but as a minimum, janitorial services currently being provided can be expected.

42. Question:
What happens if you only get one bidder from an overall maintenance facility contract?

Response:
MoDOT reserves the right to act on any amount of proposals received, following MoDOT purchasing rules and regulations.

43. Question:
If this process does not save the state money you might not go through with it?

Response:
This is correct.

44. Question:
If you do not go through with it would you continue to have the workshops submit proposals?

Response:
If we do not believe the responses are cost beneficial, an option is to continue to do what we are doing.

45. Question:
Is the present contractor paying their employees prevailing wage?

Response:
The wages paid to certified workshop employees are determined by the Department of Secondary and Elementary Education and the Department of Labor and Industrial Relations.

46. Question:
If we award a contract, will they pay the sheltered workshops prevailing wage?

Response:
The wages paid to certified workshop employees are determined by the Department of Secondary and Elementary Education and the Department of Labor and Industrial Relations.

47. Question:
Do you have an example of other states where this has been successful – maintenance and sponsorship?

Response:
Virginia currently has a maintenance and sponsorship contract. Texas has a maintenance only contract. Ohio recently received proposals for advertising and sponsorships at their non-interstate rest areas, but to date has not awarded a contract.

48. Question:
Will a Missouri vendor preference be given?

Response:
Missouri vendor preference is only given in the event of a tie per our Code of State Regulations.

49. Question:
Will the requirement remain the same as the current contract to have one male attendant and one female attendant and one supervisor from the Sheltered Workshop?

Response:
Section (2) paragraph 20 page 20, subsection (iv) Attendants – add the sentence; It is required to have one male certified attendant and one certified female attendant and one supervisor from the sheltered workshop.

50. Question:
Since the contract is for a three year period, the bond must be for 3 years. Can this be changed to an annual bond?

Response:
At this time we cannot have an annual bond. We will be requesting this exception however for now the three year bond will remain.

General comments from the Pre-Proposal Conference held on July 26, 2012 and other clarification.

Page 31, Section 2, B, 24 (vi) additions to the pre-existing conditions is the Boonville I-70 eastbound rest area will be re-surfaced with the resurfacing of I-70 in 2013.

Mineola Truck Parking Facility – close lagoons –FY13

Wright City Rest Area – construct city sewer connection – FY13

Snow Removal – Sheltered workshops are clearing sidewalks within 4 hours following the end of the snow event. They do not clear the parking lots.

The Department of Elementary and Secondary Education is the certifying agency for the workshops and does provide some oversight and certifications but if there are any questions on how they coordinate and cooperate, they work directly with the sheltered workshops in relation to wages…essentially he (Fulvio Franzi) offered his assistance to the general contractors to assist with working with the sheltered workshops.

You don't have to bid on the entire state but Offerors will be required to propose on a whole group. Respondents cannot just pick out one area to respond on.

Replace Original Fee Schedule in its entirety with the attached Fee Schedule issued with this Addendum 005.

Department of Tourism leases space at some of the facilities.

The outdoor structures over the vending machines are maintained by the Bureau of the Blind.

Pedestrian areas: Are those areas between the truck parking and car parking areas including one mower width on the outside of these parking areas. This includes the areas around all picnic shelters, tables, vault toilets and pet comfort areas.

Non pedestrian area: Are those areas not specifically defined above.

Replace Original Attachment G – Rest Area/Welcome Center and Truck Parking Facility Performance Measure with Attachment G issue with this Addendum 005. A change was made under Asset/Item Grounds – Turf Management.

A new Attachment J - Truck Parking Facility Inspection Form has been added with this Addendum 005.

Any and all questions that may arise from this Addendum 005 must be submitted in writing no later than 2:00 pm August 29, 2012. MoDOT will respond no later than August 31, 2012.

MISSOURI DEPARTMENT OF TRANSPORTATION
ATTACHMENT G
REST AREA/WELCOME CENTER AND TRUCK PARKING FACILITY PERFORMANCE MEASURES

ASSET/ITEM-RESTROOMS	OUTCOME	PERFORMANCE MEASURES
Toilets and urinals	Clean and functional	☐ All toilets shall be clean and functional at all times. All toilet seats shall be attached and secured to the fixture. ☐ Any chipped, cracked, leaking, inoperable or otherwise damaged toilets or toilet seats, flush valve, sensor or any toilet component shall be repaired or replaced, within 24 hours of notification or discovery of failure. ☐ All urinals shall be clean and functional at all times. At no time shall urinals be allowed to disperse water in such a manner that it spills onto the floor. Any urinal, cartridge, flush valve or sensor that is chipped, cracked or otherwise damaged shall be replaced within 24 hours.
Vault Toilets	Clean and functional	☐ All toilets shall be clean and functional at all times. All toilet seats shall be attached and secured to the fixture. ☐ Toilet paper shall be in place at all times. ☐ Vaults shall be emptied and the contents properly disposed on a regular basis so as to keep the vault toilet functional.
Sinks, counters, mirrors and chrome fixtures	Clean and functional	☐ All sinks, faucets, mirrors and countertops shall be clean and functional. ☐ Any non-working sink, faucet, sensor, mirror or countertop shall be repaired or replaced within 24 hours of notification or discovery.
Restroom Odor Control	Odor free	☐ There shall be no objectionable odor and all air fresheners shall be functional at all times. ☐ Defective or depleted air fresheners shall be replaced within 24 hours.
Stall partitions	Clean and functional	☐ All partitions shall be secure and all partition doors shall open and close properly and shall have the ability to be latched when closed. Any partition with any damage shall be repaired or replaced as applicable.
Drinking fountains	Clean and functional	☐ All water drinking fountains shall be free of defect, functional and clean. ☐ All defective water fountains shall be repaired or replaced within 7 days of discovery or notification.
Floors and entryways	Clean and good condition	☐ All floors shall be clean and in good condition ☐ Floors shall be maintained at all times to prevent slippage between cleanings. ☐ The Contractor shall provide notification and caution signs to the public denoting that the rest area floors may be "Wet or Slippery" during and after cleaning. ☐ Any defective or damaged flooring shall be repaired or replaced as necessary.
Toilet paper dispensers	Clean and functional	☐ All dispensers shall be clean, free of graffiti and functional at all times. ☐ Toilet paper shall be in place in all stalls at all times.
Hand dryers, paper towels and hand soap	Clean and functional	☐ All hand dryers and paper towel dispensers shall be functional. ☐ Any defective or broken hand dryer or dispenser shall be repaired or replaced within 24 hours of discovery or notification. ☐ Soap dispensers shall not be allowed to run out of soap.
Trash containers	Clean and functional	☐ Each restroom shall have a sufficient number of trash containers so as to accommodate the volume of visitors without creating an obstruction. ☐ At no time shall trash containers be permitted to overflow. ☐ Trash containers shall be kept clean and odor free.

Ceilings, vents, light fixtures and screens	Clean and good condition	☐ Ceilings shall be clean and in good condition. ☐ All interior lights shall be functional. ☐ All lighting shall be clean and free of any debris, bugs, dirt or grime. ☐ All broken and non-functioning lights shall be replaced within 24 hours. ☐ All emergency lighting shall be tested and functional at all times. ☐ Vents shall be clean and functional. ☐ Screens shall be clean and functional. ☐ Screens shall be free of all rips, tears and holes. Any damaged screen shall be replaced as necessary.
ASSET/ITEM-BUILDING	**OUTCOME**	**PERFORMANCE MEASURES**
Doors and windows	Functional and in good repair	☐ All doors and windows shall be fully functional, able to open freely and easily, shall close tightly and securely and when closed shall remain flush to the frame. ☐ All doors and windows shall be painted as necessary to maintain a uniform and consistent color, shade and cleanliness without broken glass, rust, chipped or peeling paint or hazard. ☐ All doors and windows shall be without defect and any repairs made within seven (7) days of notification or discovery. ☐ All windows shall be clean and streak free.
Plumbing	Inspected, functioning and compliant with current Building Code	☐ The plumbing system, to include all water and sewer lines owned and maintained by MoDOT outside and within buildings, shall be functional with no leaks at all times. ☐ Water heaters shall be at a safe water temperature and functioning at all times. ☐ Any leaks shall be eliminated immediately upon discovery in preparation for repair/replacement. ☐ Repairs shall be made within 24 hours after leaks are detected.
Exterior walls	Clean and good condition	☐ All exterior walls shall be clean and in good condition. ☐ All walls shall be free from graffiti. ☐ Any graffiti shall be removed within 24 hours after discovery. Offensive or obscene graffiti shall be covered immediately upon discovery.
Interior walls	Clean and good condition	☐ All walls shall be clean and in good condition ☐ All walls shall be painted as necessary to maintain a uniform and consistent color, shade and cleanliness. ☐ All walls shall be free from graffiti. ☐ Any graffiti shall be removed within 24 hours after discovery. Offensive or obscene graffiti shall be covered immediately upon discovery.
Gutters, downspouts and roof	Clear and good condition	☐ All roofs, roof drains, roof appurtenances, and gutters shall be clear of debris and functional as designed at all times. ☐ Any leaks or defects shall be reported immediately and repairs made within 48 hours. Leaks shall be temporarily covered immediately.
Lights	Clean and good condition	☐ All lights shall be functional. ☐ All lighting shall be clean and free of any debris, bugs, dirt or grime. ☐ All broken and non-functioning lights shall be replaced within 24 hours. ☐ All emergency lighting shall be tested and functional at all times.
Emergency generator	Inspected and functional	☐ The emergency generator shall be well maintained, regularly inspected and tested in accordance with the generators Operation and Maintenance Manual. ☐ The emergency generator shall contain adequate fuel at all times to function as designed in case of an emergency power outage for an extended period of time.
Electrical system	Inspected, functioning and compliant with current Building Code	☐ The electrical system including the main power panel, distribution lines, individual switches and photocells, all fixtures and outlets shall be fully functional and safe at all times.
Heating, ventilation and cooling system	Inspected, functioning and compliant with	☐ The HVAC systems shall be functional at all times and maintained and operated in strict accordance with the equipment specific system's Operations and Maintenance Manuals.

	current Operation and Maintenance Manuals	☐ All filters shall be specific to each system design requirement and shall be replaced as specified in system's Operations and Maintenance Manuals. ☐ Supply and return vents shall be kept clean of dust and grime at all times.
Janitorial closet	Clean and good condition	☐ Closet and storage area shall be kept clean at all times. ☐ Tools shall be stored in an orderly fashion. ☐ Supplies shall be stored in an orderly fashion.
Signs	Clean and good condition	☐ All signs shall be clean and legible at all times. ☐ All signs shall be free of graffiti at all times. ☐ Any graffiti shall be removed within 48 hours after discovery. If graffiti cannot be removed, then sign shall be replaced. Offensive or obscene graffiti shall be covered immediately upon discovery.
ASSET/ITEM-GROUNDS	**OUTCOME**	**PERFORMANCE MEASURES**
Picnic tables, slabs and shelters	Clean and good condition	☐ All picnic tables and shelters shall be clean, well maintained, and free of any defect. Any defective picnic table shall be repaired or replaced within 14 days. Any defective shelter shall be repaired within 14 days. Any shelter needing replacement shall be completed within 45 days.
Litter and vegetative debris	Site free of litter and vegetative debris	☐ Site free of any visible litter, all litter properly disposed. ☐ Vegetative debris shall be removed immediately upon notification or discovery. ☐ Rest Area grounds shall be patrolled regularly and frequently during the day. Truck parking grounds shall be patrolled once per day. ☐ Pet waste shall be cleared immediately upon discovery.
Trash and recycle containers	Available, functional, safe and secure	☐ Provide a sufficient number of trash containers and recycle bins so as to accommodate the volume of visitors without creating obstructions. ☐ At no time shall trash containers or recycle bins be permitted to overflow. ☐ Trash containers and recycle bins shall be kept clean and odor free. ☐ Broken, damaged or non-functional trash containers or recycle bins will be repaired or replaced within 14 days.
Informational boards	Neat, clean and up to date	☐ Informational boards shall be kept clean, neat and orderly in appearance. ☐ Time and/or date related information shall be kept up to date or removed when no longer needed. ☐ Current Missouri state maps shall be posted on these boards. Maps shall be replaced when faded or outdated. ☐ Seasonal material shall only be displayed prior to or during the appropriate season. ☐ Only traveler related material is to be posted.
Sidewalks	Structurally sound	☐ The sidewalks shall be clean, safe and functional with no obstructions. ☐ No separation in walking surface of 1/4 inch or greater. No unsealed cracks greater than ½ inch. ☐ The contractor shall immediately make safe any deficiency that may endanger the public. ☐ Repairs to sidewalks shall meet current Americans with Disabilities Act (ADA) design standards.
Fences	Secure and Unbroken	☐ All fencing along or within the rest area right of way, including fencing around lagoons, shall be functional and secure. ☐ Gates shall be kept closed and locked at all times except when entering or leaving the rest area. ☐ All fencing repairs shall be made within 15 days of notification or discovery.
Vending area	Secure, clean and good condition	☐ Vending structure shall be clean, well maintained and free of any defect. ☐ Any graffiti shall be removed. Offensive or obscene graffiti shall be covered immediately upon discovery. ☐ Any deficiencies in vending structure shall be made within 15 days of notification or discovery.
Trees and shrubs	Attractive, pruned	☐ Overall appearance is neat and well-maintained. Ornamentals and shrubs pruned for optimal survival. ☐ Trees shall be pruned in accordance with accepted standards. ☐ Hazardous or dead trees shall be removed entirely, stump holes filled, area seeded and

		mulched.
Turf management	Attractive, mowed, no bare ground	☐ All pedestrian grassed areas shall be attractive, prevent erosion, managed to survive, uniform in height (maintained between 2.5" to 5"). ☐ Non-pedestrian grassed areas shall be maintained less than 18 inches in height. ☐ No bare ground areas greater than 5 square feet. ☐ No invasive or noxious weeds present. ☐ Native grass areas shall be mowed once per year.
Landscaping	Attractive, decorative, weed free	☐ All flower beds and landscaping areas shall be kept free of invasive or noxious weeds. ☐ Mulch as required to prevent weed growth.
Irrigation system	Functional and in good repair	☐ Irrigation systems, where present, shall be maintained in good condition. ☐ Any leaks shall be eliminated immediately in preparation for repair/replacement. ☐ Repair or replacement of defective irrigation system shall be completed within 15 days of discovery or notification.
Pet comfort areas	Clean and good condition	☐ All pet comfort area signs shall be clean and legible at all times.
Snow removal (seasonal)	Removal of frozen precipitation	☐ Snow and ice shall be removed from all sidewalks, walkways, and pedestrian access points to the rest area buildings within four (4) hours after the end of the storm. ☐ Snow and ice shall be plowed from all driving surfaces and open parking areas within the rest area boundaries within four (4) hours after the end of the storm. Roadways and parking areas may be treated with appropriate snow removal chemicals as necessary. The use of magnesium chloride, or any product containing magnesium chloride, is not allowed. MoDOT will remove snow and ice from the entrance and exit ramps of the rest areas. ☐ Snow and ice shall be removed from any areas requiring access as part of the operation of the rest area, specifically, but not limited to, dumpsters, water or utility buildings, wastewater treatment buildings or facilities.
ASSET/ITEM-SITE SUPERVISOR AND ATTENDANTS	**OUTCOME**	**PERFORMANCE MEASURES**
Supervisor	Rest area/welcome center in good condition, appropriate documentation in place	☐ Supervisor is properly attired. ☐ Documentation of daily activities, proof of personnel attendance and daily inspections demonstrating compliance with all contract performance measures shall be maintained onsite at all times. ☐ Supervisor maintains a daily presence onsite.
Attendants	Rest area/welcome center in good condition, grounds and facilities clean and well supplied	☐ All attendants are properly attired. ☐ Exclusive of the site supervisor, a minimum of one male and one female attendant shall be onsite at all times between the hours of 8 a.m. and 5 p.m. daily. ☐ Supplies and equipment properly stored when not in use.
MSDS sheets, emergency numbers, daily logs	Documents in place and up to date, available upon request	☐ Material Safety Data Sheets shall be posted for all necessary products and kept up to date. ☐ Emergency numbers shall be posted. ☐ Daily logs are to be maintained documenting work performed, items inspected and proof of personnel attendance.
ASSET/ITEM-DRIVEWAYS AND PARKING AREAS	**OUTCOME**	**PERFORMANCE MEASURES**
Pavements	Functional and in good repair	☐ All paved and gravel roadways and parking areas shall be maintained as constructed. ☐ Pavements will have no more than two unrepaired potholes greater than 1.0 inch in depth and 72 square inches in area. ☐ 90% of pavement shall be free of unsealed cracks greater than ¼ inch in width.

		☐ No areas of alligator/map cracking greater than 75 square feet. ☐ Gravel parking areas shall be kept free of depressions and bumps. ☐ Potholes shall be filled within 5 days of discovery or notification.
Lighting	Clean and functional	☐ All lighting fixtures within the rest area shall be operational and working. ☐ Any lighting fixtures not working shall be repaired within 5 days of discovery or notification.
Signs/Delineators	Clean and functional	☐ All signs within the rest area right-of-way shall be functional and conform to MoDOT and MUTCD requirements. ☐ All signs shall be clean and visible. ☐ All sign posts shall be plumb vertically. ☐ Any defective sign, sign post or delineator shall be repaired or replaced. If replacement is needed, it shall be replaced within 21 days. If repairs are possible, repairs shall be made within 48 hours.
Striping/Symbols	Visible, functional and in good condition	☐ All striping shall be intact and all parking and travel areas shall be clearly marked. ☐ All curbed areas shall be striped or painted as appropriate. ☐ All special pavement marking such as handicapped parking symbols shall be clearly marked. ☐ Any striping or pavement marking covered up or damaged shall be replaced within 30 days, or as weather permits.
Drainage	Open and functional drainage system, free of debris	☐ All drainage structures and ditches are functional as designed, free of debris and draining properly. ☐ No soil erosion in ditches or around drainage structures. ☐ All areas exhibiting soil erosion shall be stabilized within 7 days of notification or discovery. ☐ All deficiencies in drainage structures shall be repaired within 30 days from discovery or notification, or as approved by MoDOT.
Litter	Site free of litter	☐ Site free of any visible litter, all litter properly disposed. ☐ Grounds shall be patrolled regularly and frequently during the day.
Shoulders	Functional and in good repair	☐ All aggregate shoulders shall be maintained as constructed, free of vegetation. ☐ All paved shoulders shall be maintained free of potholes greater than 1.0 inch in depth and 72 square inches in area. ☐ All paved shoulders shall have no unsealed cracks greater than ¼ inch in width. ☐ Potholes shall be filled within 5 days of discovery or notification.
Curbs	Functional and in good repair	☐ All curbs are in place, without defect, and intact. ☐ Any damage to curbs shall be repaired within 7 days.
ASSET/ITEM-WATER, WASTE WATER, WASTE TREATMENT SYSTEMS	**OUTCOME**	**PERFORMANCE MEASURES**
Water Supply Lines	Operating and functioning as intended	☐ All water supply lines shall be operational and functioning as intended. ☐ Any leaks shall be eliminated immediately in preparation for repair/replacement. ☐ Repair or replacement of defective water supply lines shall be completed within 24 hours after discovery or notification.
Waste Water Lines	Operating and functioning as intended	☐ All waste water lines shall be operational and functioning as intended. ☐ Any leaks shall be eliminated immediately in preparation for repair/replacement. ☐ Repair or replacement of defective waste water lines shall be completed within 24 hours after discovery or notification.
Waste Treatment Systems	Operating and functioning as intended	☐ All waste treatment systems shall be operational and functioning as intended. ☐ Each system shall be 100% compliant with operating permits, Operation and Maintenance requirements, and state regulatory agency directives, orders and policies at all times.
Lagoons	Operating and functioning as	☐ Lagoons shall be 100% compliant with NPDES operating permit. ☐ The Contractor shall obtain outfall samples of all lagoon systems and have them laboratory tested for compliance with operating permit.

	intended	
Lagoon and Waste Treatment System areas	Clean and good condition	☐ Lagoon and waste treatment system areas shall be mowed in accordance with NPDES operating permit. ☐ Animal dens shall be removed to prevent erosion of lagoon banks within 7 days of discovery or notification.
Lagoon and Waste Treatment System fences and signs	Clean and functional	☐ All fencing and signs shall be clean and free of brush and graffiti. ☐ All fencing around lagoons and waste treatment system shall be functional and secure. ☐ All fencing repairs shall be made within 15 days of discovery or notification. ☐ Lagoon signs shall be placed and maintained on each side of fenced area. ☐ Gates shall be kept closed and locked at all times except when entering or leaving the lagoon or waste treatment system area.

MISSOURI DEPARTMENT OF TRANSPORTATION
ATTACHMENT J: TRUCK PARKING FACILITY INSPECTION

Location:		Contractor:			Date:		
VAULT TOILET REQUIREMENTS (35)	PASS	FAIL	FOLLOW UP	**GROUND REQUIREMENTS (15)**	PASS	FAIL	FOLLOW UP
1. Toilets				1. Litter and vegetative debris			
2. Floors				2. Trash and recycle containers			
3. Toilet paper dispensers				3. Sidewalks			
4. Ceilings, vents				4. Fences			
				5. Trees and shrubs			
				6. Turf management			
				7. Pet comfort areas			
				8. Snow removal (seasonal)			
				WITH VAULT TOILET			
				TOTAL PASSED / # INSPECTED X 15 =			
TOTAL PASSED / # INSPECTED X 35 =							
BUILDING REQUIREMENTS (20)				WITHOUT VAULT TOILET			
1. Doors				TOTAL PASSED / # INSPECTED X 50 =			
2. Exterior walls							
3. Interior walls							
4. Signs				**PARKING AREAS AND DRIVEWAYS (20)**			
				1. Pavements/Driving Surface			
				2. Lighting			
				3. Signs/Delineators			
				4. Striping/Symbols			
				5. Drainage			
				6. Litter			
				7. Shoulders			
TOTAL PASSED / # INSPECTED X 20 =				8. Curbs			
WASTE REMOVAL							
1. Waste removed and disposed of properly on a regular basis.				WITH VAULT TOILET			
				TOTAL PASSED / # INSPECTED X 20 =			
				WITHOUT VAULT TOILET			
				TOTAL PASSED / # INSPECTED X 50 =			
TOTAL PASSED / # INSPECTED X 10 =				**GRAND TOTAL SCORE =**			

Inspected by: **Vendor Representative:**

Missouri Department of Transportation
Rest Area, Welcome Center & Truck Parking Fee Schedule

Group	Facility	# Sites	Original Contract Period		First Renewal Period		Second Renewal Period	
			Monthly Price	Option A*	Maximum Monthly Price	Option A*	Maximum Monthly Price	Option A*
1	Dearborn Rest Area NB	1						
	Dearborn Rest Area SB	1						
	Rock Port Welcome Center SB	1						
	Lathrop Rest Area NB	1						
	Lathrop Rest Area SB	1						
	Eagleville Welcome Center SB	1						
	Platte City Truck Parking SB	1						
	Mound City Truck Parking NB	1						
	Mound City Truck Parking SB	1						
	Kearney Truck Parking SB	1						
	Coffey Truck Parking NB	1						
	Coffey Truck Parking SB	1						
	Saint Joseph Truck Parking WB	1						
	Total Group 1	**13**						

	Facility	# Sites	Original Contract Period		First Renewal Period		Second Renewal Period	
			Monthly Price	Option A*	Maximum Monthly Price	Option A*	Maximum Monthly Price	Option A*
2	Joplin Welcome Center EB	1						
	Halltown Rest Area EB	1						
	Halltown Rest Area WB	1						
	Conway Welcome Center EB	1						
	Conway Welcome Center WB	1						
	Saint Clair Rest Area EB	1						
	Saint Clair Rest Area WB	1						
	Joplin Truck Parking WB	1						
	Strafford Truck Parking EB	1						
	Doolittle Truck Parking EB	1						
	Doolittle Truck Parking WB	1						
	Total Group 2	**11**						

FEE SCHEDULE - CONTINUED

	Facility	# Sites	Original Contract Period		First Renewal Period		Second Renewal Period	
			Monthly Price	Option A*	Maximum Monthly Price	Option A*	Maximum Monthly Price	Option A*
3	Hayti Welcome Center NB	1						
	Marston Welcome Center SB	1						
	Fruitland Rest Area NB	1						
	Fruitland Rest Area SB	1						
	Bloomsdale Rest Area NB	1						
	Steele Truck Parking NB	1						
	Steele Truck Parking SB	1						
	Marston Truck Parking NB	1						
	Bloomsdale Truck Parking SB	1						
	Charleston Truck Parking NB	1						
	Total Group 3	**10**						

	Facility	# Sites	Original Contract Period		First Renewal Period		Second Renewal Period	
			Monthly Price	Option A*	Maximum Monthly Price	Option A*	Maximum Monthly Price	Option A*
4	Concordia Rest Area EB	1						
	Concordia Rest Area WB	1						
	Boonville Rest Area EB	1						
	Boonville Rest Area WB	1						
	Wright City Rest Area EB	1						
	Wright City Rest Area WB	1						
	Chain of Rocks WC	1						
	Odessa Truck Parking EB	1						
	Odessa Truck Parking WB	1						
	Mineola Truck Parking EB	1						
	Mineola Truck Parking WB	1						
	Total Group 4	**11**						

*** Option A: Provide attendants to work from 10:00 PM until 6:00 AM.**

NOTE: OFFEROR MUST SUBMIT PRICING FOR EVERY FACILITY IN A GROUP. PROPOSALS WILL BE AWARDED BY GROUP.

FEE SCHEDULE - CONTINUED

Group	Facility	# Sites	Base Guaranteed Minimum Annual Revenue to MoDOT						
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
1	Dearborn Rest Area NB	1							
	Dearborn Rest Area SB	1							
	Rock Port Welcome Center SB	1							
	Lathrop Rest Area NB	1							
	Lathrop Rest Area SB	1							
	Eagleville Welcome Center SB	1							
	Platte City Truck Parking SB	1							
	Mound City Truck Parking NB	1							
	Mound City Truck Parking SB	1							
	Kearney Truck Parking SB	1							
	Coffey Truck Parking NB	1							
	Coffey Truck Parking SB	1							
	Saint Joseph Truck Parking WB	1							
	Total Group 1	**13**	Initial			Renewal 1		Renewal 2	

	Facility	# Sites	Base Guaranteed Minimum Annual Revenue to MoDOT						
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
2	Joplin Welcome Center EB	1							
	Halltown Rest Area EB	1							
	Halltown Rest Area WB	1							
	Conway Welcome Center EB	1							
	Conway Welcome Center WB	1							
	Saint Clair Rest Area EB	1							
	Saint Clair Rest Area WB	1							
	Joplin Truck Parking WB	1							
	Strafford Truck Parking EB	1							
	Doolittle Truck Parking EB	1							
	Doolittle Truck Parking WB	1							
	Total Group 2	**11**	Initial			Renewal 1		Renewal 2	

FEE SCHEDULE - CONTINUED

	Facility	# Sites	Base Guaranteed Minimum Annual Revenue to MoDOT						
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
3	Hayti Welcome Center NB	1							
	Marston Welcome Center SB	1							
	Fruitland Rest Area NB	1							
	Fruitland Rest Area SB	1							
	Bloomsdale Rest Area NB	1							
	Steele Truck Parking NB	1							
	Steele Truck Parking SB	1							
	Marston Truck Parking NB	1							
	Bloomsdale Truck Parking SB	1							
	Charleston Truck Parking NB	1							
	Total Group 3	**10**	Initial			Renewal 1		Renewal 2	

	Facility	# Sites	Base Guaranteed Minimum Annual Revenue to MoDOT						
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
4	Concordia Rest Area EB	1							
	Concordia Rest Area WB	1							
	Boonville Rest Area EB	1							
	Boonville Rest Area WB	1							
	Wright City Rest Area EB	1							
	Wright City Rest Area WB	1							
	Chain of Rocks WC	1							
	Odessa Truck Parking EB	1							
	Odessa Truck Parking WB	1							
	Mineola Truck Parking EB	1							
	Mineola Truck Parking WB	1							
	Total Group 4	**11**	Initial			Renewal 1		Renewal 2	

Percent of gross revenue above base guaranteed minimum annual revenue to MoDOT for every facility listed above.

%	Year 1	Initial
%	Year 2	
%	Year 3	
%	Year 4	Renewal 1
%	Year 5	
%	Year 6	Renewal 2
%	Year 7	

Signature

Date