



SEMINOLE TRIBE OF FLORIDA REQUEST FOR PROPOSAL

Solicitation No.: RFP 12-2024

Title: Public Safety and Asset Management Systems (Tribal-wide)

Description: The Seminole Police Department (SPD) of the Seminole Tribe of Florida is requesting proposals from qualified contractors to provide a turnkey system for the public safety software system and/or public safety focused asset management system Tribal-wide.

Solicitation Release Date: September 4, 2024

RSVP Deadline: September 11, 2024 @ 5:00 (OPTIONAL)

Pre-Proposal Conference: September 18, 2024 @ 10:00 (OPTIONAL)

Deadline for Questions*: September 25, 2024 @ 5:00

Proposal Due Date: October 9, 2024 @ 5:00

Contact Person(s)*: To: Mariela Velazquez | MarielaVelazquez@semtribe.com
Cc: BidSubmissions@semtribe.com
Contact instructions are detailed in Section IV, Paragraph 4.

*ALL QUESTIONS/INQUIRIES/COMMUNICATION MUST BE DIRECTED IN WRITING TO THE CONTACT PERSON(S).
FAILURE TO DO SO MAY BE CAUSE FOR DISQUALIFICATION OF AN AWARD UNDER THIS SOLICITATION.

SECTION I – GENERAL INFORMATION

1. BACKGROUND

The Seminole Tribe of Florida (hereinafter the “TRIBE” or “STOF”) is a federally recognized Indian Tribe organized pursuant to Section 16 of the Indian Reorganization Act of 1934, as amended, 25 U.S.C. §5123. There are six (6) Seminole Indian Reservations in the State of Florida in Big Cypress, Brighton, Hollywood, Immokalee, Tampa, and Fort Pierce. Tribal Headquarters are located on the Hollywood Reservation in an urban environment in the Greater Fort Lauderdale/Hollywood, Florida area. Satellite offices are located on each of the other reservations or trust land. The TRIBE also maintains off-reservation offices in Naples, Fort Pierce, Hollywood, and Miami.

The TRIBE provides various governmental services to its members and residents of its reservations similar to those services provided at the municipal or county level. Examples of such services include, but are not limited to, public works, recreation and elder services programs, police, fire, and emergency medical services (EMS). The TRIBE also maintains health and dental clinics, an education program, preschools and schools, a museum, two rodeo arenas, etc. In addition to governmental services, the TRIBE and the Seminole Tribe of Florida, Inc. (hereinafter “STOFI”) also are engaged in various business activities including real estate, agriculture, tourism, manufacturing, gas station/convenience stores, and sales.

The terms “Vendor” and “Bidder” are used interchangeably in this document to refer to respondents of this RFP. The term “Contractor” is used in this document to refer to the awarded vendor(s).

2. ADDITIONAL ITEMS AND SERVICES

The TRIBE may require additional items or services of similar nature, but not specifically listed in this solicitation. The selected CONTRACTOR(s) agrees to provide such items or services and shall provide the TRIBE prices on such additional items or services based upon a formula or method that is the same or similar to that used in establishing the fees as a result of this solicitation. If the fees offered are not acceptable to the TRIBE, and the situation cannot be resolved to the satisfaction of the TRIBE, the TRIBE reserves the right to procure those items or services from others.

CONTRACTOR shall work cooperatively, when required, with any additional parties from which these services are obtained.

3. FRAUD AND MISREPRESENTATION

Any individual, corporation, or other entity that attempts to fulfill the requirements of this solicitation through fraud, misrepresentation, or material misstatement may be deemed non-responsible and such individual, corporation, or other entity’s qualification may be null and void.

4. CONFIDENTIALITY / NON-DISCLOSURE

BIDDER shall treat any information contained in this solicitation (or accumulated through other written or oral communication with the TRIBE) as confidential information. Any information provided by the TRIBE to BIDDER in this solicitation is to be used solely to permit BIDDER to reply to the solicitation and BIDDER shall make no other use of the information, inclusive of sharing the information with corporate affiliates and subsidiaries without the prior written consent of the TRIBE. BIDDER shall hold the information contained in this solicitation in strict confidence and the information obtained will not be disclosed to any third-party, vendor affiliate, or subsidiary, without the TRIBE's prior written consent.

5. NON-EXCLUSIVITY

It is expressly understood that contractor selection does not grant CONTRACTOR an exclusive privilege to provide the TRIBE any or all of the goods and/or services that are the subject of this solicitation. The TRIBE reserves the right, as deemed in its best interest, to perform or cause to be performed the provision of the goods and/or services, or any portion thereof, herein described in any manner it sees fit, including but not limited to award to multiple contractors, and contract with other contractor(s) for the provision of goods and/or services similar or identical to those that are the subject of this solicitation.

6. DISCLOSURE

BIDDER responding to this solicitation must disclose in detail any current or past relationships with the TRIBE, Seminole Gaming, and/or STOFI and their employees.

7. ADDENDA / REVISIONS TO SOLICITATION

If it becomes necessary to revise or clarify any part of this solicitation, the TRIBE will modify this solicitation by issuance of written addenda. All addenda will clearly be marked as such and shall become part of the solicitation documents.

All questions submitted by prospective bidders will be answered via an official addendum to ensure all prospective bidders have access to the TRIBE's answers.

8. BUDGET

Should the highest scoring bidder have submitted a pricing proposal that is in excess of the allocated and approved budget, as defined by the TRIBE, the TRIBE reserves the right to enter into negotiations with the highest scoring bidder. If the TRIBE and the highest scoring bidder cannot agree upon an acceptable project budget, the TRIBE will move on to the next highest scoring bidder and, if necessary, enter into negotiations. The TRIBE reserves the right to continue this process until a bidder is awarded, which meets the requirement(s) of the TRIBE's allocated and approved budget.

SECTION II – SCOPE OF WORK

1. PROJECT DETAILS

Details regarding this scope of work, including CONTRACTOR responsibilities, technical requirements, term/duration, etc., are available for BIDDER's review via *Attachment A – Scope of Work*. Bidders are expected to review this document in full to become familiar with the Scope of Work.

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SECTION III – QUALIFICATIONS REQUIREMENTS

1. GENERAL QUALIFICATIONS

Proposals shall be considered only from bidders normally engaged in performing the type of work specified in this solicitation. BIDDER must have adequate organizational resources, facilities, equipment, and personnel to ensure prompt and efficient service to the TRIBE.

At a minimum, qualifying proposals shall demonstrate that BIDDER possesses the qualifications necessary to provide high-quality services. To ensure BIDDER is capable of providing an acceptable level of service to the TRIBE, BIDDER shall meet the following minimum qualifications:

- Be the prime contractor and will only subcontract out work or partner with another firm if explicitly authorized in writing by the TRIBE.
 - The TRIBE must approve in advance any subcontractors related to this work. Bidders must clearly disclose in their proposals any known or expected use of subcontractors. Failure to make such disclosure at the time of bid may result in rejection of the subcontractor and the resulting agreement. The TRIBE reserves the right to reject any subcontractors which, in the TRIBE's sole opinion, are unfit to work on this project.
- Have a minimum of five (5) years of experience in providing similar services required to successfully deliver and deploy an operational CAD, MDS, LERMS, and/or asset management solution for organizations of a similar size and scope to that of the TRIBE's (i.e., comparable operational size, population served, and CAD event volume).
 - BIDDER shall complete *Exhibit H-1 – List of Recently Completed Projects and Contract Amounts*.
- Maintain a fully equipped organization capable, technically and financially, of performing the work required, and has performed similar work in a satisfactory manner.
- Carry and maintain adequate insurance consistent with the requirements listed in *Attachment B – Insurance Requirements*.
- Have knowledge of CAD system, mobile data system (MDS), law enforcement records management system (LERMS), and asset management software.
 - Firms which provide all referenced systems are strongly encouraged to submit a proposal, as this is the TRIBE's long-term objective.
 - **Only firms that provide asset management software solutions are allowed to respond independently.**
 - Beta systems or systems that are undergoing major functional changes or enhancements are not acceptable for the major components sought in this solicitation. Although the TRIBE is interested in implemented systems with a proven track record and implementation history, that does not preclude bidders from submitting optional proposals that may utilize emerging technologies.
- Implementation Staff Qualifications
 - CONTRACTOR implementation staff shall be fully trained and certified by the manufacturer(s) of the system(s) proposed; training shall be current.
 - All key implementation staff shall be experienced in similar installations.

- Resumes shall be provided for all implementation staff, including references for recent customer sites (*Exhibit R – Company Background and Staff Resumes*).
- The personnel assigned to this project as identified in BIDDER’s proposal will remain on the project for the duration, which includes during go-live and a reasonable time thereafter.
 - If for any reason the individual(s) identified are no longer employed by the company, CONTRACTOR shall ensure any substitute personnel have comparable skills and experience.
- Meet any other requirements outlined in this solicitation.

2. PRE-PROPOSAL CONFERENCE (OPTIONAL)

A Pre-Proposal Conference has been scheduled for prospective bidders. Details regarding the Pre-Proposal Conference are found in the paragraphs below.

2.1 ATTENDANCE AND ATTENDEES:

- **Attendance is optional and is not required to be eligible for award.**
- To attend the Pre-Proposal Conference, prospective bidders shall be required to RSVP, per the instructions below:
 - Prospective bidders must email the contact person(s) listed in Section IV, Paragraph 4 “Contact Person(s)” by the specified RSVP Deadline and include the following information:
 - Full name of attendee
 - Email address of attendee
 - Direct phone number of attendee
- Attendees are encouraged to stay for the duration of the Pre-Proposal Conference.

2.2 MEETING DETAILS:

The date, time, and location of the Pre-Proposal Conference are shown in the table below.

PRE-PROPOSAL CONFERENCE	
Date:	September 18, 2024
Time:	10:00 AM
Location:	WebEx
Meeting Number (access code):	2426 186 0754
Meeting Password:	UBmCEyTD936
Meeting Link:	https://stof.webex.com/stof/j.php?MTID=mc3a20acacc86ba6a620f4633a8c5857d

Join by Phone:	+1-415-655-0001 US Toll
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2.3 QUESTIONS:

- Bidders may ask questions during the Pre-Proposal Conference. These questions may or may not be answered during the Pre-Proposal Conference, as decided by the TRIBE. For questions which were not answered during the Pre-Proposal Conference, the answers may be shared with prospective bidders via an official addendum.
- Questions outside of the Pre-Proposal Conference must be submitted to the Contact Person(s) in writing by the Deadline for Questions to receive a formal written response.

2.4 GENERAL:

- At the TRIBE's discretion, the TRIBE may videotape and/or audiotape the Pre-Proposal Conference, whether held in-person or online. This recording may only be shared internally with the TRIBE key personnel and may not be provided to prospective bidders who attended the Pre-Proposal Conference, as determined by the TRIBE.

3. DEMONSTRATION

Bidder(s) who submit a response to this solicitation may be required to give a demonstration to provide more information relevant to their submission.

Bidder(s) selected to advance to this phase will be required to demonstrate their solutions to the evaluation team and invited stakeholders. Use cases will include CAD, MDS, LERMS, and asset management scenarios which demonstrate the level of integration across the product suite. If asset management is proposed as a standalone solution, BIDDER is expected to provide a one-day use case demonstration.

At the TRIBE's discretion, the TRIBE may videotape and/or audiotape any/all demonstrations, whether held in-person or online. This recording may only be shared internally with the TRIBE key personnel and may not be provided to prospective BIDDER's who provided a demonstration, as determined by the TRIBE.

All costs associated with BIDDER's presentation will be solely the responsibility of the respective BIDDER. Presentations will be considered a part of BIDDER's response to this solicitation.

Presentation requirements will be sent directly to bidders once the available presentation dates have been decided and an invite to schedule presentations has been distributed. A detailed script or requirements list will be subsequently developed by the TRIBE and distributed to each of the bidders invited to give a presentation.

SECTION IV – SUBMISSION REQUIREMENTS & INSTRUCTIONS

1. SUBMISSION REQUIREMENTS

BIDDER must include the items listed below as part of their submission to be considered for award:

- Attachments & Exhibits Checklist – BIDDER must initial next to each attachment and exhibit listed in the two (2) tables in Section IV, Paragraph 5, to confirm BIDDER's submission includes each applicable completed form.
- Cover Letter – As described below (*Exhibit M*):
 - A cover letter, including BIDDER's name, address, phone number(s), and email, along with the signature of BIDDER's authorized representative.
- Professional Qualifications – Professional qualifications detailing BIDDER's experience, resources, qualification, capabilities, and past performance in providing this type of service (*Exhibit N*). BIDDER must illustrate capability to perform the full scope of services.
- Proposed Methodology – A written summary detailing the proposed approach and methodology for providing these services (*Exhibit O*). BIDDER must be thorough in describing proposed services; describe any reports and deliverables or additional services that would be provided. Submission must be clear and concise, structured and organized, and easy to read and navigate. BIDDER must include the following:
 - Responses to any and all questions in this solicitation;
 - Timeframe for completion of services or ability to meet TRIBE's requested timeline;
 - Capacity and availability to complete project; and
 - Specific timeline and individual budget costs for each phase, based on the design plans.
- Data Migration Methodology – As described below (*Exhibit P*):
 - BIDDER must include the necessary resources and effort to migrate the data along with the associated pricing in *Exhibit A – Pricing Forms*.
 - BIDDER should provide a detailed response to this data migration methodology or offer an alternate proposal that satisfies the TRIBE's data migration needs.
- Project Schedule – As described below (*Exhibit Q*):
 - The schedule shall encompass the period beginning with contract execution through the conclusion of the warranty period.
 - The schedule shall be provided in Microsoft Project (.mpp) format and Portable Document Format (.pdf).
 - The Project Schedule shall include at a minimum, the following fields:
 - Task name
 - Start and finish dates
 - Duration
 - Predecessors
 - Dependencies
 - Percentage complete
 - Resources
 - The Project Schedule shall include, at a minimum, the following major milestones:
 - Hardware readiness test

- Software configuration and installation
- Data Conversion
- System administrator training
- Unit Level Testing
- Functional testing
- Interface Integration testing
- Stress Testing
- Failover/failback testing
- Delivery of system and training documentation
- Training schedules/timeframes
- 30-day reliability testing
- System acceptance
- Post Go-live support
- The Project Schedule shall include, the training approach, delivery method, and at a minimum, the following:
 - Types of training offered
 - Targeted audiences
 - Number of persons per class
 - Class duration
 - Delivery methodology (i.e., classroom, hands-on, online, etc.)
 - Training materials provided
 - Sample curricula
 - Method for testing trainees for proficiency
 - BIDDER's expectations of agencies regarding venues, equipment, and personnel
- Company Background and Staff Resumes – As described below (*Exhibit R*):
 - Concise statement describing the BIDDER's background information
 - Company history
 - Resources
 - Track record of such projects
 - Resumes shall be provided for all implementation staff, including references for recent customer sites
- Proof of Financial Stability – As described below (*Exhibit S*). Please note, the TRIBE shall not disclose any financial information received from BIDDER to the extent permitted by law.
 - BIDDER is required to submit audited financial statements for the last three (3) fiscal years.
 - Financial statements shall include, at a minimum, the balance sheet, statement of retained earnings, income statement, and any notes to the statements
 - If the date of the financial statements provided above is more than three (3) months from the date in which the TRIBE requests the information, then the BIDDER must provide interim financial statements consisting of a balance sheet and year-to-date income statement, as of two (2) months prior to the date of the TRIBE's request.

- If any proposal is submitted by a joint venture, then the specific financial information requested may be required from each member of the joint venture, as determined by the TRIBE.
- If BIDDER or subcontractor is a subsidiary of another company, then the specific financial information requested is also required from the parent company.
- General System Requirements – As described below (*Exhibit X*):
 - **System Design**
 - An overall design using a system diagram and an overview explanation (no more than ten (10) single-sided pages) describing the proposed hardware and software configuration.
 - The design should identify the major functional components of the software, including how the components are related and communicate with each other, and how the server-based components will be implemented on one or more virtual machines.
 - BIDDER shall describe the plans for future system enhancements demonstrating the long-term viability of the system architecture, hardware, and software.
 - The installed system must be scalable and capable of expansion in a modular and incremental fashion.
 - The system design should demonstrate that it is a high availability, redundant architecture that provides robust system resiliency in a mission critical environment.
 - **Virtualized Server Environment**
 - Specifications related to server capacity, such as central processing unit (CPU) power.
 - Specifications of memory and disk storage in the context of a virtualized environment as well as the virtualization software utilized (its licensing, maintenance, and support options) to create the virtual server environment.
 - If there are components of BIDDER's system that cannot function in a virtualized environment as described above, BIDDER shall identify such components, explain why components cannot be operated on a virtual machine, and offer hardware specifications for an alternate hardware solution.
 - **Standard Operating Systems and Other Software**
 - BIDDER must state the application and version that is being used for each of the following and include the quantities of any necessary licenses:
 - Operating system
 - Relational database management system (RDMS)
 - Mapping software
 - Any other language processor or utility required to maintain the application software
 - Development environment for updating programs
 - Utility programs for file handling
 - Language compiler in which system is written
 - Proposals that incorporate a proprietary or non-standard operating system must contain an explanation for the choice of operating systems and must

indicate whether it is the BIDDER's intention to migrate to a standard environment in the future.

- **Network**
 - BIDDER must provide description of the following:
 - The network architecture and indicate whether their solution must operate on a closed network, or whether it can be installed on a shared network.
 - Installation preference and a brief explanation of BIDDER's preference.
 - Identify any known advantages or disadvantages regarding closed and shared network solutions.
- **Hardware**
 - BIDDER shall provide hardware specifications for the host servers needed for their solution whether an on premise or cloud solution.
 - Hardware specifications must include the indicated below:
 - Model and number of processors, including core quantity per CPU and clock speed
 - Amount of memory required per host
 - Number of network interfaces required per host
 - Amount of useable, local disk storage, and its expandability per host
 - Length of warranty and support if procured from BIDDER (must meet or exceed those provisions included with the maintenance and support agreement executed in accordance with the contract)
- **Storage Solution**
 - BIDDER shall provide details on each storage node to include the following:
 - Amount of raw disk capacity available
 - Amount of usable disk capacity required to meet specified growth requirements.
 - Impact (if any) of proposed storage configuration on application performance (documentation and/or references may be required to support this information)
 - Recommended number of network interfaces for seamless data communication.
 - If BIDDER proposes specific storage equipment, the nodes must include the following:
 - Redundant power supplies
 - Hot-swappable disk drives with suitable performance specifications
 - Redundant controllers
 - Capability for data redundancy
 - Adequate network interfaces for efficient data transfer
- **Server Definition and Requirements**
 - BIDDER shall identify each needed system server, virtual and/or physical, and stipulate the following:
 - Function and purpose
 - Operating system
 - Number of CPU cores required

- Amount of random-access memory (RAM) required
 - Amount of disk space required
 - Any unique requirements for virtual hardware emulation/pass-through from the host
- **End-User Workstation Requirements**
 - BIDDER shall provide specifications for the following aspects of the desktop workstations:
 - Operating system
 - Number, size, and resolution of monitors
 - Type of video card(s) required
 - Type of processor required
 - Amount of RAM required
 - Amount of disk space required
 - BIDDER shall provide specifications for the following aspects of the mobile workstations to ensure compatibility:
 - Operating systems
 - Processor speed and number of cores required
 - Amount of RAM required
 - Amount of disk space required
 - Compliant global positioning system (GPS) software to render AVL coordinates
 - Any additional specialized peripherals required
 - Minimum and preferred mobile network communication requirements
 - BIDDER shall provide minimum specifications for any supported mobile tablet and/or smartphone devices.
- **Compliance Documents** – As described below (*Exhibit Y*):
 - A signed copy of BIDDER’s existing W-9;
 - A copy of BIDDER’s Certificate of Insurance;
 - A copy of BIDDER’s Florida Certificate of Authority or Florida Business Tax Receipt to prove authority to do business in the State of Florida. If incorporated elsewhere, similar document(s) from other state are acceptable; and
 - A copy of licenses, certificates, or registrations, as defined in this solicitation.
- All other required exhibits, according to Section IV, Paragraph 5 of this solicitation.

Failure to submit all information may result in disqualification or lower ranking due to not meeting these requirements.

Required Attachments and Exhibits provided to BIDDER by the TRIBE shall not be altered by BIDDER and shall only be filled-in as instructed by the TRIBE, unless otherwise instructed by the TRIBE. Bids which include altered files may be disqualified, as determined by the TRIBE.

2. **PRICE**

Prices stated in proposal responses to this solicitation shall remain fixed and firm for all services to be performed for a minimum period of one-hundred eighty (180) calendar days from the Proposal Due Date.

2.1 PRICE FOR TRAINING

Proposed hourly or per-course rates shall be provided for training should the TRIBE elect to conduct training courses beyond what is delivered within the contract during implementation.

- This “a la carte” training pricing must remain firm for one (1) year following the completion of all contract-delivered implementation training.

3. SUBMISSION INSTRUCTIONS

Electronic submissions in response to this solicitation must be emailed to the Contact Person(s) listed in Section IV, Paragraph 4 by the Proposal Due Date and time detailed in this solicitation.

- The TRIBE has an email size limit of 15MB per email. Larger files should be split into 15MB emails and sent separately.
- Physical correspondence, flash drives, or any other physical media shall not be accepted. Links to file sharing websites or portals will not be accepted.

The Subject Line of all emailed correspondence from BIDDER to the TRIBE regarding this solicitation will follow the format shown below:

- **Subject Line:** RFP 12-2024 – [BIDDER’s Company Name]
 - If there are multiple emails for your submission, please number them sequentially in the following manner to ensure all emails are received: Submission 1 of 3, Submission 2 of 3, Submission 3 of 3, etc.

No extensions will be granted. It is the BIDDER’s responsibility to have the proposal documents submitted by the Proposal Due Date as per the submission instructions. **No late submissions will be accepted.**

All parts, pages, figures, and tables should be numbered and labeled clearly. If submitting separate files, the File Name of each submitted attachment and exhibit must include the assigned letter; for example, *Attachment A’s* File Name must state, at a minimum, “Attachment A.” BIDDER may include additional information in the File Name, if needed.

Submissions must be clear, concise, organized, and easy to read and navigate. Submissions not organized in the order shown above may be returned to BIDDER and required to be reorganized and resubmitted.

In order to fairly evaluate all responses, bidders should not include additional information other than what is asked to be provided. This includes any information related to BIDDER’s organization that was not specifically asked to be provided.

4. CONTACT PERSON(S)

Responses to this solicitation, in addition to all questions, inquiries, and communication, must be routed through:

CONTACT PERSON	
Name:	Mariela Velazquez
Email:	To: MarielaVelazquez@semtribe.com Cc: BidSubmissions@semtribe.com
Phone:	(954) 966-6300 x11372

Bidders shall not contact any other employee of the TRIBE for information with respect to this solicitation. Any violation of the restriction imposed above regarding correspondence may constitute grounds for rejection of a response at any time.

5. ATTACHMENTS & EXHIBITS

Please note, Attachments are reference documents which require BIDDER's review. Exhibits are documents which BIDDER must provide or complete and sign, according to the instructions specified by the TRIBE in the "Submission Instructions" below.

5.1. ATTACHMENTS:

Attachment	Description	Submission Instructions
Attachment A	Scope of Work	Review information. No further action needed.
Attachment B	Insurance Requirements	Review information. No further action needed.

5.2. EXHIBITS:

Exhibit	Description	Submission Instructions
Exhibit A	Pricing Forms	Review all tabs and fill-in required information. Provide a copy of this document, as described below: <ul style="list-style-type: none"> A filled-in and unsigned version in .xlsx Excel format
Exhibit B	Bid Form	Complete, sign, and submit. The Total should be the BIDDER's base bid, and should not include optional/add-on services, unless specifically requested by the TRIBE to include.
Exhibit C	Statement of Qualifications	Complete and submit.

Exhibit	Description	Submission Instructions
Exhibit D	Contractor Certification Regarding Debarment and Suspension	Complete, sign, and submit.
Exhibit E	Non-Collusion Affidavit of Prime Bidder	Complete, sign, and submit.
Exhibit H-1	List of Recently Completed Projects and Contract Amounts	Complete, sign, and submit.
Exhibit H-2	List of Past Experience with the Tribe	Complete, sign, and submit. If no past experience with the TRIBE, please note, sign, and submit.
Exhibit I	List of References	Complete, sign, and submit.
Exhibit K	Firm Certification	Complete, sign, and submit.
Exhibit L	Drug-Free Workplace Form	Complete, sign, and submit.
Exhibit M	Cover Letter	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "Cover Letter." This file must be clearly labeled in BIDDER's submission as <i>Exhibit M</i> .
Exhibit N	Professional Qualifications	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "Professional Qualifications." This file must be clearly labeled in BIDDER's submission as <i>Exhibit N</i> .
Exhibit O	Proposed Methodology	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "Proposed Methodology." This file must be clearly labeled in BIDDER's submission as <i>Exhibit O</i> .
Exhibit P	Data Migration Methodology	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "Data Migration Methodology." This file must be clearly labeled in BIDDER's submission as <i>Exhibit P</i> .
Exhibit Q	Project Schedule	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "Project Schedule." This file must be clearly labeled in BIDDER's submission as <i>Exhibit Q</i> .
Exhibit R	Company Background and Staff Resumes	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "Company Background and Staff Resumes." This file must be clearly

Exhibit	Description	Submission Instructions
		labeled in BIDDER's submission as <i>Exhibit R</i> .
Exhibit S	Proof of Financial Stability	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "Proof of Financial Stability." This file must be clearly labeled in BIDDER's submission as <i>Exhibit S</i> .
Exhibit T	CAD and Mobile Functional Specifications	Complete and submit.
Exhibit U	LERMS Functional Specifications	Complete and submit.
Exhibit V	Asset and Fleet Management System Specifications	Complete and submit.
Exhibit W	Technical Questionnaire	Complete and submit.
Exhibit X	General System Requirements	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "General System Requirements." This file must be clearly labeled in BIDDER's submission as <i>Exhibit X</i> .
Exhibit Y	Compliance Documents	To be submitted by BIDDER. Review this attachment's requirements in Section IV, Paragraph 1 "Compliance Documents." This file must be clearly labeled in BIDDER's submission as <i>Exhibit Y</i> . If BIDDER does not have an existing signed W-9, BIDDER may request a W-9 template from the Contact Person(s).
Exhibit Z	Acknowledgement of Receipt of Addenda	Complete, sign, and submit form ONLY if an addendum has been issued.

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SECTION V – EVALUATION & SELECTION

1. EVALUATION CRITERIA

The TRIBE will conduct a comprehensive, fair, and impartial evaluation of all proposals received in response to this solicitation.

The TRIBE reserves the right to eliminate proposals, which, in its sole discretion, do not properly meet the RFP requirements.

Selection of a bidder(s) will be based upon the evaluation criteria identified in the table below:

Evaluation Criteria	Points
<p><u>Strength of Technical Solution:</u></p> <ul style="list-style-type: none"> • Conformance to the specifications • Ability to meet the TRIBE’s needs 	50
<p><u>Qualifications, Experience, and References:</u></p> <ul style="list-style-type: none"> • Demonstrates competence through past projects similar in scope and size and/or nature • Positive references from jurisdictions that are similar in nature and size to the TRIBE 	15
<p><u>Project Approach and Implementation:</u></p> <ul style="list-style-type: none"> • Describe needs, assessment, negotiations with potential vendor, and plan for assisting the TRIBE with implementation • Methodology describes how BIDDER will meet the tasks outlined in <i>Attachment A – Scope of Work</i>. 	20
<p><u>Pricing:</u></p> <ul style="list-style-type: none"> • Includes all expenses by phase of project 	15
Total Possible Score:	100

The bidder(s) with the best overall score will be the apparent awardee(s), pending final review and satisfaction of all requirements regarding the qualifications and documentation. The TRIBE may select one (1) respondent or multiple respondents to provide the solicited services by opting to award based on the highest scored bid per category, location, service type, etc.

Bidders who have performed services for the TRIBE in the past will have their past performance with the TRIBE evaluated. Unsatisfactory performance with the TRIBE performing similar or dissimilar services may be grounds for down-selection, disqualification, or rejection of award.

This solicitation and selection process shall in no way be deemed to create a binding contract, agreement, or offer of any kind between the TRIBE and any entity. If the TRIBE selects a CONTRACTOR(s) to provide the services described in this solicitation, any legal rights and obligations between the successful CONTRACTOR(s), if any, and the TRIBE will come into existence only when an agreement is fully executed by the parties, and the legal rights and

obligations of each party shall at that time be only those rights and obligations which are set forth in the agreement and any other documents specifically referred to in that agreement and executed by the parties.

The TRIBE will not select BIDDER's hardware proposal without also selecting its software solution.

Prior to the final selection, BIDDER may be required to submit additional information which the TRIBE may deem necessary to further evaluate the submitted proposal(s).

2. RIGHT TO RESCIND AWARD

The TRIBE reserves the right to rescind an award should the awardee be considered, in the TRIBE's sole opinion, to be inflexible in its agreement negotiations.

2.1 RIGHT TO REJECT RESUMES:

The TRIBE reserves the right to reject the resumes and request additional resumes prior to the commencement of activity on the project to ensure satisfaction with equivalency of skills and experience.

2.2 RIGHT TO TERMINATE THE CONTRACT:

If CONTRACTOR fails to successfully complete the test in the thirty (30) calendar day period or the TRIBE approved extension thereof, the TRIBE may, at its sole option:

- a) Terminate the contract between the TRIBE and CONTRACTOR; or
- b) Have CONTRACTOR upgrade the system and augment the implementation team with whatever resources necessary to bring the system into compliance, at no cost to the TRIBE. This team, once deployed, will remain intact and onsite until such time as CONTRACTOR can demonstrate full compliance with all system requirements.

3. SEMINOLE TRIBAL AND STOFI OWNED BUSINESS PREFERENCE

The TRIBE encourages its Seminole Tribal Member vendors and STOFI owned businesses to bid on goods and services through the competitive bidding process and will give preference to qualified Seminole Tribal Member and STOFI owned businesses/entities certified by the TRIBE.

In all cases, the Seminole Tribal Member owned business/entity or STOFI owned business/entity must be qualified for the applicable Scope of Work and must be able to demonstrate that the individual or business/entity has the skills and abilities to perform requested tasks in an acceptable manner.

Should bidders or prospective bidders have any questions related to Seminole Tribal Preference, please reach out to the Contact Person(s) listed in this solicitation.

4. HOW SEMINOLE TRIBAL PREFERENCE IS APPLIED

The following preference rules do not apply to projects over Five Million Dollars (\$5,000,000.00) in value.

For solicitations where the criteria for award or qualification is based on a quantitative scoring analysis, the following Seminole Tribal Preference rules shall apply whether the business/entity is 51% Seminole Tribal Member owned or higher:

- An additional five percentage (5%) points will be allocated to the final combined scoring average/total for each Seminole Tribal Member and STOFI owned business/entity.

5. VENDOR APPLICATION AND REGISTRATION PROGRAM

Because the TRIBE is engaged in Indian tribal gaming in accordance with the Indian Gaming Regulatory Act and the regulations promulgated by the National Indian Gaming Commission, the TRIBE cannot engage in significant transactions with individuals or business entities whom, because of past or continuing activities, associations, or reputation, might bring discredit to the TRIBE and its gaming operations. Thus, the TRIBE has adopted a program whereby it reviews significant transactions, and the persons or entities involved with those transactions to assure compliance with all applicable laws and regulations relating to gaming.

If not already an approved and registered vendor with the TRIBE, the highest scoring or lowest-priced vendor(s) will be required to submit a completed and fully executed Vendor Application and Registration Form to the TRIBE's Purchasing Department. The highest scoring or lowest-priced vendor(s) shall not initiate this process until requested by the TRIBE's Purchasing Department.

Upon successful completion of an investigation into the past and current activities, associations, and reputation of the applicant, the TRIBE will assign a vendor number, and the vendor will be added to its Master Vendor File. The TRIBE may not enter into any business transactions with any vendor whose name does not appear on its Master Vendor File.

Should the highest scoring or lowest-priced vendor(s) be unresponsive or unable to successfully complete the vendor registration process, the TRIBE reserves the right to halt the vendor registration process with the highest scoring or lowest-priced vendor(s) and move onto the next highest scoring or lowest-priced vendor(s). Should the next highest scoring or lowest-priced vendor(s) be unresponsive or unable to complete the vendor registration process, the TRIBE will continue to halt the vendor registration process and move onto the next highest scoring or lowest-priced vendor(s) until a vendor(s) is successfully registered.

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ATTACHMENT A

SCOPE OF WORK

(To be attached separately as .pdf)

ATTACHMENT B
INSURANCE REQUIREMENTS

The TRIBE reserves the right to modify the insurance requirements listed in this solicitation, as needed.

CONTRACTOR receiving an award, if any, will be requested to procure and maintain insurance coverage throughout the term of service provision from an insurer(s) financially acceptable and lawfully authorized to do business in the state(s) where the TRIBE conducts operations. Such coverage shall protect CONTRACTOR against claims arising from sickness, disease, death or injury to persons, and/or physical damage to tangible property, including loss of use, which may arise from the goods, products, or services provided by the CONTRACTOR, its agents, or its representatives.

Minimum Scope of Insurance

CONTRACTOR's insurance coverage shall include the following minimum limits and coverage, if applicable:

- I. Commercial General Liability insurance on an occurrence coverage form, at least as broad as the *Insurance Services Office Commercial General Liability Policy form CG 0001* ©, current edition. If CONTRACTOR sells or distributes alcoholic beverages such coverage shall include Liquor or Dram Shop Liability. If CONTRACTOR sells or distributes food or beverage products such coverage shall include claims emanating from food-borne illness. Other than the standard exclusions applicable to pollution, asbestos, mold, employment practices, ERISA and professional liability, there shall be no additional limitations or exclusions beyond those contained in the above referenced policy form applicable to products and contractual liability. In addition to procuring and maintaining this insurance during the duration of the contract, CONTRACTOR agrees to continue to procure and continuously maintain products liability insurance coverage for a minimum of three years after the date the contract is completed or terminated.
- II. Automobile Liability insurance covering liability arising from the use or operation of any auto, including those owned, hired or otherwise operated or used by or on behalf of the CONTRACTOR. The coverage shall be at least as broad as the *Insurance Services Office Business Automobile Policy, form CA 0001* ©, current edition.
- III. Workers' Compensation and Employer's Liability insurance as is required by statute or law, or as may be available on a voluntary basis.
- IV. Professional Liability insurance covering wrongful acts made by or on behalf of the CONTRACTOR. Claims-made coverage is permitted, provided the policy retroactive date is continuously maintained prior to the commencement of professional services rendered to the TRIBE, plus an additional period of three years after such services have been rendered to the TRIBE. If the CONTRACTOR's scope of work includes

environmental engineering or consulting, the coverage required hereunder must not exclude coverage for environmental (professional) services.

Minimum Limits of Insurance

CONTRACTOR shall maintain the following minimum limits of insurance, if applicable (unless higher limits are required by law or statute):

1. Commercial General Liability (including umbrella or excess liability): \$1,000,000 per occurrence, bodily injury and property damage liability; \$1,000,000 per offense personal and advertising injury liability; \$1,000,000 products and completed operations policy aggregate and \$2,000,000 policy general aggregate applicable to claims other than products and completed operations.
2. Automobile Liability: \$1,000,000 combined bodily injury and property damage liability per accident for bodily injury and property damage.
9. Employer's Liability: \$500,000 accident for bodily injury by accident or disease, including \$500,000 disease aggregate.
10. Professional Liability: \$1,000,000 each wrongful act, \$2,000,000 policy aggregate. If CONTRACTOR's contract with The TRIBE exceeds \$1,000,000, the each wrongful act limits shall apply separately to the TRIBE's project.

Deductibles and Self-Insured Retentions

The funding of deductibles and self-insured retentions maintained by CONTRACTOR shall be the sole responsibility of CONTRACTOR. Self-insured retentions in excess of \$50,000 must be declared to and approved by the TRIBE.

Other Insurance Provisions

The required insurance shall contain the following additional provisions:

- I. **ADDITIONAL INSURED** – The TRIBE must be included as an additional insured, by endorsement, under CONTRACTOR's Commercial General Liability with respect to liability arising from CONTRACTOR's products, goods, or work or operations performed by or on behalf of CONTRACTOR.
- II. **WAIVERS OF SUBROGATION** – CONTRACTOR agrees to waive all rights of subrogation against the TRIBE and other tenants of the TRIBE, with respect to loss, damage, claims, suits, or demands, howsoever caused:
 - a. To real or personal property, equipment, vehicles, tools, laptops, etc. owned, leased or used by CONTRACTOR, its employees, agents, or subcontractors; and

- b. To the extent such loss, damage, claims, suits, or demands are covered, or should be covered, by the required insurance or any other insurance maintained by the CONTRACTOR. This waiver shall apply to all first party property, equipment, vehicle and worker's compensation claims, and all third party liability claims, including deductibles or retentions, which may be applicable thereto. The CONTRACTOR agrees to endorse the required insurance policies to acknowledge the required waivers of subrogation in favor of the TRIBE. CONTRACTOR further agrees to hold harmless and indemnify the TRIBE for any loss or expense incurred as a result of CONTRACTOR's failure to obtain such waivers of subrogation from CONTRACTOR's insurers.

III. NOTICE OF CANCELLATION – Each insurance policy shall be endorsed to require Insurer(s) to provide thirty (30) days' written notice to the TRIBE by certified mail, return receipt requested, prior to any suspension, cancellation or non-renewal of the required insurance.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of not less than A- VII, unless otherwise approved by the TRIBE.

Verification of Coverage

CONTRACTOR shall furnish the TRIBE with a certificate of insurance evidencing the required coverage prior to the delivery of product, goods or services to the TRIBE. The certificates are to be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Renewal certificates are to be provided to the TRIBE prior to the expiration of the required insurance policies. As an alternative to a certificate of insurance, CONTRACTOR's broker or insurer may provide complete, certified copies of all required insurance policies, including endorsements necessary to affect coverage required by these specifications.

EXHIBIT A

PRICING FORMS

(Attached separately as .xlsx)

EXHIBIT B

BID FORM

The undersigned, hereinafter called “Vendor”, having visited the site of the proposed project and familiarized itself with the nature and extent of the work, and having examined carefully the Drawings, Project Manual, Specifications, and other Contract Documents, proposes to furnish all labor, materials, equipment and other items, facilities and services for the proper execution of Bid Requirements, in full accordance with the drawings and specifications prepared by the below firms, and as listed in the Scope of Work:

The bidder agrees to furnish all products, materials and equipment and performing all labor necessary to complete the scope of work including all line items in the attached Scope of Work for the combined amount of (This shall **not** include any alternates)

The Bidder hereby agrees that:

The Bid Amount and Alternates shall remain in full force and effective for a period of One-Hundred and Eighty (180) calendar days after the time of opening of this bid and that the bidder will not revoke or cancel this bid or withdraw from the competition with One-Hundred and Eighty (180) calendar days. **The Vendor further attest that the TOTAL BID AMOUNT herein proposed represents and includes the entirety of the work, fees, Profit, Overhead, General Requirements, General Conditions, etc... of the project as per the bid documents.**

Base Bid (written):

Base Bid (figure):

\$ _____

Company Name: _____

By: _____ Signature: _____

Title: _____

Address: _____ Dated this ____ day of _____ 20__

Attest: _____ Title: _____

EXHIBIT C
STATEMENT OF QUALIFICATIONS

(Attached separately as .xlsx)

EXHIBIT D

CONTRACTOR CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

The undersigned as an officer and an authorized representative of Contractor certifies that Contractor and its principals:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
- b) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, falsification or destruction of records, making false statements, or receiving stolen property;
- c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Business Name: _____

Signature of Authorized Representative: _____

Print Name: _____

Title: _____

Date _____

_____ I am unable to certify to the above statements. My explanation is attached.

EXHIBIT E

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

The Bidder hereby declares that the undersigned is the person or persons responsible within the firm for the final decision as to the price(s) and amount of this bid and the Bidder further declares that:

1. The price(s) and amount of this bid have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this bid have been disclosed to any other firm or person who is a bidder or potential bidder on this project, and will not be so disclosed prior to the bid opening.
3. No attempt has been made or will be made to solicit, cause, or induce any firm or person to refrain from bidding on this project, or to submit a bid higher than the bid of this firm, or any intentionally high or non-competitive bid or other form of complementary bid.
4. The bid is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any other firm or person to submit a complementary bid.
5. The Bidder has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any other firm or person, or offered, promised, or paid cash or anything of value to any other Bidder or person, whether in connection with this or any other project, in consideration for an agreement or promise by any other firm or person to refrain from bidding or to submit a complementary bid on this project.
6. The Bidder has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any other firm or person, and has not been promised or paid cash or anything of value by any other firm or person, whether in connection with this or any other project, in consideration for the firm's submitting a complementary bid, or agreeing to do so, on this project.
7. The Bidder has made a diligent inquiry of all members, officers, employees, and agents of the Bidder with responsibilities relating to the preparation, approval or submission of the firm's bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act, or other conduct inconsistent with any of the statements and representations made in this Declaration.

Business Name: _____

Signature of Authorized Representative: _____

Print Name: _____

Title: _____

Date _____

EXHIBIT H-1**LIST OF RECENTLY COMPLETED PROJECTS AND CONTRACT AMOUNTS**

Provide the required information for a minimum of three (3) separate and verifiable projects and contract amounts to be included. The work listed must be similar in nature to that specified in the solicitation.

1. Client Name: _____
 - a. Client Address _____
 - b. Client Phone _____
 - c. Contact Person _____
 - d. Project Name _____
 - e. Location of Project _____
 - f. Description of Project _____
 - g. Project Performance Date _____
 - h. Contract amounts _____
 - i. Installed applications _____
 - j. Version numbers (if applicable) _____
 - k. Average annual CAD events _____
 - l. Implementation timeframe _____
 - m. System delivered on schedule _____

2. Client Name: _____
 - a. Client Address _____
 - b. Client Phone _____
 - c. Contact Person _____
 - d. Project Name _____
 - e. Location of Project _____
 - f. Description of Project _____
 - g. Project Performance Date _____
 - h. Contract amounts _____
 - i. Installed applications _____
 - j. Version numbers (if applicable) _____
 - k. Average annual CAD events _____
 - l. Implementation timeframe _____
 - m. System delivered on schedule _____

3. Client Name: _____
 - a. Client Address _____
 - b. Client Phone _____
 - c. Contact Person _____
 - d. Project Name _____
 - e. Location of Project _____
 - f. Description of Project _____
 - g. Project Performance Date _____

- h. Contract amounts _____
- i. Installed applications _____
- j. Version numbers (if applicable) _____
- k. Average annual CAD events _____
- l. Implementation timeframe _____
- m. System delivered on schedule _____

Business Name: _____

Signature of Authorized Representative: _____

Print Name: _____

Title: _____

Date _____

EXHIBIT H-2

LIST OF PAST EXPERIENCE WITH THE TRIBE

SECTION I:

Bidders must select one of the following options and complete the form as instructed.

- Y Firm DOES have experience with the Tribe. (Continue to Section II).
- Y Firm does NOT have experience with the Tribe. (Skip to Section III).

SECTION II:

List previous experience with the Tribe and provide the information requested below for each experience.

Experience #1:

1. Select one: Y Pending project / Y Completed project
2. Project Name: _____
3. Contact Person: _____
4. Contact Phone and/or Email: _____
5. Project Location: _____
6. Description of Project: _____

7. Project Performance Date: _____

Experience #2:

1. Select one: Y Pending project / Y Completed project
2. Project Name: _____
3. Contact Person: _____
4. Contact Phone and/or Email: _____
5. Project Location: _____
6. Description of Project: _____

7. Project Performance Date: _____

Experience #3:

1. Select one: Y Pending project / Y Completed project
2. Project Name: _____
3. Contact Person: _____
4. Contact Phone and/or Email: _____
5. Project Location: _____
6. Description of Project: _____

7. Project Performance Date: _____

SECTION III:

Business Name: _____

Signature of Authorized Representative: _____

Print Name: _____

Title: _____

Date _____

EXHIBIT I
LIST OF REFERENCES

Provide the required information for a minimum of five (5) separate and verifiable references.

1. Reference 1:
 - a. Name _____
 - b. Address _____
 - c. Phone Number _____
 - d. Email Address _____

2. Reference 2:
 - a. Name _____
 - b. Address _____
 - c. Phone Number _____
 - d. Email Address _____

3. Reference 3:
 - a. Name _____
 - b. Address _____
 - c. Phone Number _____
 - d. Email Address _____

4. Reference 4:
 - a. Name _____
 - b. Address _____
 - c. Phone Number _____
 - d. Email Address _____

5. Reference 4:
 - a. Name _____
 - b. Address _____
 - c. Phone Number _____
 - d. Email Address _____

Business Name: _____

Signature of Authorized Representative: _____

Print Name: _____

Title: _____

Date _____

EXHIBIT K

FIRM CERTIFICATION

I/we make the following certifications and assurances as a required element of this solicitation, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract:

1. I/we declare that all answers and statements made in the proposal are true and correct.
2. I/we understand that the Seminole Tribe of Florida will not reimburse me/us for any costs incurred in the preparation of this proposal.
3. I/we agree that submission of the attached qualifications constitutes acceptance and understanding of the solicitation contents and the attached sample contract and general terms and conditions. If there are any exceptions to these terms, I/we have described those exceptions in detail on a page attached to this document.
4. No attempt has been made or will be made by the Firm to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.
5. I/we grant the Seminole Tribe of Florida the right to contact references and others who may have pertinent information regarding the ability of the Respondent and the lead staff person to perform the services contemplated by this proposal.

On behalf of the firm submitting this proposal, I hereby certify the above statements:

Business Name: _____
Signature of Authorized Representative: _____
Print Name: _____
Title: _____
Date _____

EXHIBIT L

DRUG-FREE WORKPLACE FORM

The undersigned Bidder, does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under procurement a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under Proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or no contest to, any violation of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in, a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

_____ As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

_____ As the person authorized to sign this statement, this firm does not comply fully with the above requirements.

Business Name: _____

Signature of Authorized Representative: _____

Print Name: _____

Title: _____

Date _____

EXHIBIT M

COVER LETTER

(To be submitted by Bidder)

EXHIBIT N
PROFESSIONAL QUALIFICATIONS
(To be submitted by Bidder)

EXHIBIT O
PROPOSED METHODOLOGY
(To be submitted by Bidder)

EXHIBIT P
DATA MIGRATION METHODOLOGY
(To be submitted by Bidder)

EXHIBIT Q
PROJECT SCHEDULE
(To be submitted by Bidder)

EXHIBIT R
COMPANY BACKGROUND AND STAFF RESUMES
(To be submitted by Bidder)

EXHIBIT S
PROOF OF FINANCIAL STABILITY
(To be submitted by Bidder)

EXHIBIT T

CAD AND MOBILE FUNCTIONAL SPECIFICATIONS

(Attached separately as .xlsx)

EXHIBIT U
LERMS FUNCTIONAL SPECIFICATIONS
(Attached separately as .xlsx)

EXHIBIT V

ASSET AND FLEET MANAGEMENT SYSTEM SPECIFICATIONS

(Attached separately as .xlsx)

EXHIBIT W
TECHNICAL QUESTIONNAIRE
(Attached separately as .xlsx)

EXHIBIT X
COMPLIANCE DOCUMENTS
(To be submitted by BIDDER)

EXHIBIT Y

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

Bidder acknowledges receipt of the Following Addenda:

Addendum No. 1, dated: _____	Addendum No. 5, dated: _____
Addendum No. 2, dated: _____	Addendum No. 6, dated: _____
Addendum No. 3, dated: _____	Addendum No. 7, dated: _____
Addendum No. 4, dated: _____	Addendum No. 8, dated: _____

COMPANY NAME: _____

BY (PRINT): _____

TITLE: _____

SIGNATURE: _____

ADDRESS: _____

CITY/STATE: _____ ZIP CODE: _____

TELEPHONE: (_____) _____

FAX: (_____) _____

EMAIL: _____

ATTEST: _____

TITLE/SEAL: _____

Note: Attest for a corporation must be by the corporate secretary; for a partnership by another partner; for an individual by a notary.

Note: If the Bidder is a corporation, the Bid shall be signed by an officer of the corporation; if a partnership, it shall be signed by a partner. If signed by others, authority for signature shall be attached.

The full names and addresses of persons or parties interested in the foregoing Bid, as principals, are as follows:

Name	Address
_____	_____
_____	_____
_____	_____