

# REQUEST FOR QUALIFICATIONS

*Design/Build Services  
Construct New Maintenance Building  
Missouri State Fairgrounds  
Sedalia, Missouri*

Date Issued: March 29, 2024

Project No.: F2403-01

STATE of MISSOURI

---

OFFICE of ADMINISTRATION  
Facilities Management, Design & Construction

---

**REQUEST FOR QUALIFICATIONS (RFQ)  
FOR DESIGN/BUILD SERVICES (DB)**

**OWNER:**

**The State of Missouri  
Office of Administration,  
Division of Facilities Management, Design and  
Construction (FMDC)  
301 West High Street, Room 730  
Jefferson City, Missouri**

**PROJECT TITLE AND NUMBER:**

**Design/Build Services  
Construct New Maintenance Building  
Missouri State Fairgrounds  
Sedalia, Missouri  
Project No.: F2403-01**

**SUBMISSION OF STATEMENTS OF QUALIFICATIONS:**

Until: **1:30 PM, Wednesday, April 24, 2024**

To: **State of Missouri, Office of Administration  
Division of Facilities Management, Design and  
Construction  
Attn: Becky Mitchell  
301 West High Street, Room 730  
Jefferson City, Missouri 65101**

**POINT OF CONTACTS:**

**RFQ and Statements of Qualifications Inquiries:  
Becky Mitchell, FMDC Contracts Services Manager  
Phone: (573) 751-8884  
Email: [Becky.Mitchell@oa.mo.gov](mailto:Becky.Mitchell@oa.mo.gov)**

**Project Specific and Technical Questions:  
Jared Cook, P.E., FMDC Project Manager  
Phone: (573) 526-1608  
Email: [Jared.Cook2@oa.mo.gov](mailto:Jared.Cook2@oa.mo.gov)**

**Proposers must direct all contact and questions regarding this RFQ and the Project to the point of contacts listed above. Proposers may not contact any other State employee or agency regarding this RFQ or the Project.**

Request for Qualifications (RFQ) information and addenda may be obtained at no cost for electronic sets on the FMDC website at <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans> or for a small download fee at American Document Solutions, 1400 Forum Blvd., Suite 7A, Columbia, Missouri 65203, Phone (573) 446-7768 or Fax (573) 355-5433.

## GENERAL INFORMATION:

- The State of Missouri, Office of Administration, Division of Facilities Management, Design and Construction (referred to herein as “Owner” or “FMDC”) is requesting statements of qualifications (“SOQ”) from Design/Build Teams (“DBT”) interested in providing Design/Build (“DB” or “Design Builder or “Proposer”) services for the above referenced project. For evaluation purposes, “Teams” is defined as the general contractor and design team.

The selection process of a Design Build Team will take place in three steps, in accordance with sections 8.285, 8.291, 8.960 and 67.5060, of the Revised Statutes of Missouri (RSMo).

Step One will consist of issuance of this Request for Qualifications (“RFQ”), followed by a review of submitted statements of qualifications (“SOQ”). At least two, but no more than five teams will be pre-qualified to be shortlisted to Steps Two and Three and issued the Request for Proposal (“RFP”).

Step Two, FMDC will ask the pre-qualified firms only to submit a Proposal, and all other information defined in the RFP.

Step Three will be the cost proposal providing a firm, fixed cost of construction, accompanied by a Bid Security and all other information defined in the RFP.

Step Two and Three will be submitted concurrently at the time and place specified in the RFP. Step 3 cost proposals shall be opened only after the Step 2, design proposals, have been evaluated and assigned points.

Details of each step and the selection process is further outlined below in this RFQ.

- Firms desiring to provide Design/Build services for the project shall submit statements of qualifications containing the documents and information indicated herein. **Failure to include all required information may result in the qualifications being rejected and not scored.**

## RFQ ORGANIZATION

Section 1.0 - Project Information

Section 2.0 - Definitions

Section 3.0 - Design/Builder Selection Process

Section 4.0 - Statement of Qualifications Submittal Requirements

Section 5.0 - Submittal

Section 6.0 - Notice of Legal and Contractual Requirements

## **Section 1.0 Project Information**

**1.1 Overview:** It is the Owner's intent to construct a new climatized maintenance shop, with minimum size of 25,600 sqft.

**1.2 Background Information:** The Missouri State Fairgrounds (MSF), located at 2503 West 16th Street in Sedalia, Missouri, is an approximately 597-acre area consisting of a variety of structures, campgrounds, and arenas used for the Missouri State Fair and various other events. The existing maintenance shops are located in multiple positions around the site and are in various stages of disrepair.

**1.3 Owner's Objectives:** The Owner's objective in performing the project is to provide MSF with a single centralized maintenance shop of adequate size and capability to house each of the maintenance departments: mechanics, electrical, plumbing, carpentry, and paint. In addition to the shops, the new facility will need to include a lobby and reception area as well as a conference room and facility manager's office.

**1.4 Design Criteria:** Contractor to provide an approximately 25,600 sqft climate controlled (both heating and airconditioned) maintenance shop to house each of the maintenance shops that are currently spread out across the facility. The electrical, plumbing, paint, and carpentry will require its own separate bays of approximately 40'x70' in size. Each shop will require an exterior roll up and man door, and a 10'x10' office outside of the 40'x70' space. The mechanic shop space will require its own space of approximately 120'x70' and include a 10'x10' office outside of the shop space, as well as at least 1 pass through bay with roll up doors no less than 12' wide and 16' tall and at least 2 man doors. Toward the rear of each of the 5 shop spaces shall be separated storage areas that will require heavy metal industrial shelving and means of closed or open storage. These storage areas are to include a loft/mezzanine level for additional storage, and are only required to be heated. Mezzanine space is accessible by metal stairs and may be open as long as appropriate safety measures are included. The paint shop will require the inclusion of a paint booth at the rear of the shop. The front of the facility is to include an approximately 8ft overhang covering a front sidewalk and entrance. The space shall include all safety equipment per code for this type of facility (eye wash station, shower, etc.).

A mens and womens of all-bathroom of applicable code size for the number of occupants is to be included in a centralized location in the shop facility. The facility shall also include two 15' x 15' closed, conditioned offices as well as a lobby/reception area, seating area, and conference room adequate to hold 12 people. Central/office area also to include small break room with sink, water fountain with bottle filler and counterspace.

The site for the facility is to include a paved front parking lot for no less than 40 vehicles. The rear of the facility is to include a paved drive extending from the drive through bay, and 20'x40' heavy rated concrete pad for storage purposes. The remainder of the rear of the site is allowed to be covered with fabric and 6" of gravel. Other design requirements include high efficiency heating, ventilation, and air conditioning (HVAC), electrical, data, security, fire/smoke, and architectural requirements meeting the latest edition of the American Society of Heating, Refrigeration, and Air-Conditioning Engineers (ASHRAE) 90.1, compliance with the 2010 Americans With Disabilities Act (ADA) Standards for Accessible Design, domestic hot water system, fire alarm and suppression systems, and security system. All other applicable codes (IBC, NEC to be version 2018 or newer.)

### **Other Minimum Requirements:**

- a. Maintenance Shop to include localized paging system.
- b. colors must be consistent with other MSF buildings (red brick, green roof, white trim)
- c. All lighting to be LED
- d. Low speed high volume fans required for air circulation in each shop
- e. HVAC system to include BAS and high efficiency units
- f. Carpentry shop to include dust collection system for dust mitigation
- g. All utilities will need to be extended to site
- h. Mechanics shop to include a minimum of one 2-post car lift
- i. Paint booth shall be minimum of 16' wide x 16' tall x 30' long and have exhaust and make-up air as required.
- j. Minimum interior peak height of 28ft – no interior beams to be below the 16' height of door
- k. Vehicle exhaust system to be included in mechanic shop

## 1.5 Other Project Information:

### a. Allowable for Construction:

The “Total Allowable for Construction” for this project will be \$3.7 Million.

Definition of “Allowable for Construction” includes the total cost to design and construct all elements of the project, as well as any expenses beyond the physical construction of the building including but not limited to, any site work, permitting, and professional service fees including Design/Build fees and subcontractor fees.

### b. Step 3 Cost Proposals exceeding ten percent (10%) of the Allowable for Construction will be considered non-responsive and those Proposers will be ineligible to receive any form of stipend payment.

### c. The Total Combined Costs of all Betterments may not exceed 15% of the Allowable for Construction.

### d. Anticipated Construction Start: Construction is expected to begin in the Fall of 2024.

### e. Expected Project Duration and Completion Date: This project is expected to be completed in 12-14 months. The Design/Builder will be required to substantially complete the project no later than July 15, 2025.

### f. Funding: This project is fully state funded, no federal terms or conditions will apply to the Design/Build contract.

### g. Location of Project:



## Section 2.0 Definitions:

### 2.1 Design/Builder Definition:

The term Design/Builder is defined as any individual, partnership, joint venture, or corporation subject to a qualification-based selection that offers to provide or provides design services and general contracting services through a design-build contract in which services within the scope of the practice of professional architecture or engineering are performed respectively by a licensed architect or licensed engineer and in which services within the scope of general contracting are performed by a general contractor or other legal entity that furnishes architecture or engineering services and construction services either directly or through subcontracts or joint ventures.

**2.2 Betterment Definition:**

The term Betterment is defined as items offered by the Proposer exceeding the minimum requirements of the RFP. Proposed Betterments shall be clearly defined in the narrative and identified in the Step 2 Design Proposal documents and included in the project schedule as appropriate. Evaluation of each Betterment will be based on the desirability of the Betterments proposed. The Owner reserves the right to accept or reject a Betterment based on desirability, project needs and budget. The Owners reserves the right to accept or reject any Betterment without discussion. **NO reference to costs shall be included in the Step 2 documents, all cost information for the proposed Betterments shall be included in the Step 3 Cost Proposal.**

**Section 3.0 – Design/Builder Selection Process:**

**3.1 Step One – Request for Qualifications (RFQ):** The first step in the selection process shall consist of the review and ranking of each firm’s qualifications and responses to the selection criteria in this RFQ. **Statements of Qualifications should not contain any reference to price or fees.** This shall be a competitive process with points awarded for each category of the selection criteria, as set forth below. The Owner will utilize an evaluation committee to evaluate the offerings and establish a ranking of each SOQ received. At least two, but no more than five firms with the highest ranking based on the firm’s responses to the selection criteria will be short-listed to proceed to to Steps 2 and 3 with the issuance of the RFP.

**Points assigned in Step 1 of the evaluation process shall not carry forward to Steps Two and Three.**

**3.2 Request for Proposal (RFP):**

- a. **Step Two RFP – Design Proposal:** In the second step, the RFP documents will be issued to the firms selected as most qualified based on evaluation of Statements of Qualifications in Step One. At least two, but no more than five, firms with the highest evaluation scoring will be shortlisted to Proceed to Steps 2 and 3.
- b. **Step Three RFP – Cost Proposal:** In the third step, the shortlisted firms shall provide a firm, fixed cost of design and construction, as well as costs for no more than 3 Betterments. The proposal shall be accompanied by bid security and any other items as defined in the RFP or as modified via written Addenda only. **Proposals for Steps Two and Three shall be submitted concurrently, but in separate envelopes.**
- c. Step Three, Cost Proposal, shall be opened only after the Step Two, design proposals, have been evaluated and assigned points, ranked in order, and released to Proposers and posted on the Owner’s website at <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans>. Step Three, Cost proposals shall be opened and read aloud at the time and place specified in the RFP or as modified via written Addenda only.
- d. Shortlisted firms will be required to participate in mandatory work sessions with members of the evaluation committee. These workshops are intended to give the Design/Build Teams the opportunity to present and receive feedback on preliminary design ideas. Schedule of work sessions will be assigned upon issuance of the RFP to shortlisted firms. We anticipate each session to be two (2) hours in duration for each Proposer.

**3.3 Evaluation and Scoring:**

a. **Step 1 – Qualifications – Available Points and Scoring: (100 points)**

Following receipt and opening of Statements of Qualifications, the evaluation committee will score and establish a ranking of firms based on their written responses to the selection criteria outlined in the RFQ. The final evaluation and short-listing of the Design/Build Teams Statements of Qualifications will be based on a 100 total point system, broken down as follows:

<b>4.0 - Step 1 Qualification Selection Category</b>	<b>Available Points</b>
4.1 - Cover Letter	-
4.2 – Tab 1 – Team Experience	25
4.3 – Tab 2 – Project Management	25
4.4 – Tab 3 – Architects’ and Engineers’ Design Experience	20
4.5 – Tab 4 – Qualifications of Key Personnel/Team Organization and Experience	20
4.6 – Tab 5 – Safety Program	10
<b>Available Points</b>	<b>100</b>

b. **Step 2 – Design Proposal - Fifty percent (50%) (100) points:**

The submitted designs shall be evaluated and assigned points in accordance with the criteria below: **Under no circumstances should the design proposal contain any reference to the cost of the proposal.**

**Proposers are allowed to show up to three (3) Project Betterments that will be evaluated as part of Step 2. Each Betterment has one (1) bonus point available to the overall Step 2 Design score.**

Criteria Number	Step 2 Design Proposal Criteria	Points Available
#1	Ability of the Design/Builder to design, construct, contract and deliver the project meeting all design criteria as defined in the RFP	20
#2	Ability of the Design/Builder to deliver the project on time and within the budget as defined in the RFP	15
#3	Does the design match the aesthetics/theme of the existing MSF buildings	15
#4	Team demonstrates cohesiveness and compatibility	20
#5	Site Plan and Utilities	15
#6	MEPF Systems and Equipment	15
	<b>Available Points</b>	<b>100</b>
	<b>Bonus Points Available</b>	
#7	Project Betterment #1	1
#8	Project Betterment #2	1
#9	Project Betterment #3	1

c. **Step 3 – Cost Proposal - Fifty percent (50%) (100) points:**

The lowest, responsive, responsible bidder for base bid only shall be awarded the total number of points assigned in Step 3 of 100. For all other bidders, cost points shall be calculated by reducing the maximum points available of 100 by one percent for each percentage point by which the bidder exceeds the lowest bid and points assigned shall be added to the points assigned for Step 2 for each Design/Builder. **Betterment costs will not be factored into Step 3 Cost Proposal Scoring and shall be listed in the appropriate location on the Proposal Form, along with a detailed narrative.** Cost evaluation points shall be determined using the following formula:

Lowest Responsive Vendor's Price	X	maximum cost points	=	Cost evaluation points
Compared Vendor's Price				

d. **SDVE Bonus Points - (3 points)** - Three (3) bonus points will be added to the final score of a Proposer that is a Service Disabled Veteran Business Enterprise doing business as Missouri firms, corporations, or individuals, or which maintain Missouri offices or places of business in accordance with section 34.074, RSMo. The bonus points are available only to an SDVE firm that is proposing to directly contract with the Owner as a Design/Builder, not for use of an SDVE subcontractor or supplier.

e. **Award:** If the Owner decides to award the project, the lowest, responsive, responsible design/builder with the highest number of points shall be awarded the contract.

**3.4 Anticipated Procurement Timeline:** The Owner’s anticipated timeline for the selection process is as follows (subject to change):

RFQ Release	April 2, 2024
Deadline for RFQ Questions	April 15, 2024
Distribute Final RFQ Addendum	April 16, 2024
Statements of Qualifications Due	April 24, 2024
Notify Shortlisted Firms   Issue RFP	April 29, 2024
Onsite Mandatory Pre-Proposal Meeting, Missouri State Fair Board Room	May 7, 2024, 10:00AM
Mandatory Work Sessions (exact date, time, location for those shortlisted will be assigned upon issuance of the RFP)	May 14, 2024
Proposals Due	June 4, 2024
Open and Evaluate Step 2 Design Proposals	June 5 thru 6, 2024
Evaluation Results of Step 2 Released	June 7, 2024, 10:00AM
Public Opening to read aloud Step 3 Cost Proposals	June 7, 2024, 1:30PM
Intent to Award issued to Successful Design/Builder	June 14, 2024

**3.5 Evaluation Team:** The evaluation team for Steps 1 and 2 shall consist of three (3) representatives from FDMC and two (2) representatives of the agency, and a sixth member who will serve as chairperson to facilitate the evaluation process and vote only in case of a tie.

**3.6 Stipend:** The Owner intends to offer a stipend of **\$35,000** to unsuccessful short-listed proposers invited to Proceed to Steps 2 and 3 that submit responsive proposals to encourage each team’s efforts and convey ownership of each proposal to the Owner. Teams may elect to reject the stipend and retain the rights to the design. Stipend award criteria and procedures will be included in the Design/Build RFP. Stipend payments do not reduce the amount of the Total Allowable for Construction as defined in Section 1.5 of this RFQ.

**Section 4.0 Statement of Qualifications Requirements:**

Each firm shall provide the following information, at a minimum, in its Statement of Qualifications:

**4.1 Cover Letter of Interest, including the following certification:**

The text of the following certification must be included in the Cover Letter:

I certify that I am authorized to represent the Design/Build Team named below and that the statements contained in these qualifications are true and correct:

Date:

Name of Firm:

Address:

Authorized Person (printed)

Title/Position:

Signature:

Telephone:

E-mail:

Name, Telephone and E-mail of Primary Point of Contact regarding this RFQ:

**4.2 Tab 1 - Team Experience:**

- a. Identify and summarize the firms four (4) most recent Design/Build projects of similar size, type, scope and degree of complexity as this project.
- b. For each project, include a general description of the scope of work, contract amounts, schedules, and contact information of the Owner (names, addresses, email addresses and telephone numbers).
- c. The architectural/engineering design team and Contractor/construction components of the proposed Design/Build team shall list projects they have completed as a Design/Build Team. The teams shall identify one or more individuals who held responsible positions on the cited projects and shall provide owner references for each cited project.



#### **4.3 Tab 2 - Project Management:**

- a. Provide a summary of the firm's methodology and practices that will be utilized in managing and executing this project in all phases, including meeting completion schedule and within the available budget.
- b. Describe any unique management strategies, services, and value that the proper management will bring to the project.
- c. Describe the critical issues anticipated during all phases of this project.
- d. Provide a summary of the firm's methodology and practices that will be utilized in managing and executing this project in all phases, including meeting completion schedule and within the available budget.
- e. Describe any unique management strategies, services, and value that the proper management will bring to the project.
- f. Describe the critical issues anticipated during all phases of this project.

#### **4.4 Tab 3 – Architects' and Engineers' Design Experience:**

- a. The proposing teams shall demonstrate broad knowledge and experience in areas such as: architectural design, client communications, site planning, environmental design considerations, design of building systems, landscape design and client communication.
- b. The firms shall also demonstrate their expertise in materials selection.
- c. Cost and schedule control methodology shall be presented.
- d. Architectural and Engineering Services will be evaluated in accordance with the requirements of Sections 8.285 and 8.291, RSMo. Any person or firm performing architectural, engineering, landscape architecture, or land-surveying services for the Design/Builder shall be duly licensed or authorized in the State of Missouri to provide such services as required by Chapter 327 RSMo.

#### **4.5 Tab 4 – Qualifications of Key Personnel/Team Organization and Experience:**

- a. Key personnel members for this project shall be identified in the Statement of Qualifications and the current/projected availability for these personnel throughout the duration of the project schedule should be addressed. A resume (one page maximum) describing relevant education, project experience, and professional certifications of key team members shall be attached.
- b. The SOQ should include a clear description of DBT members' roles and responsibilities, including a team organizational chart and main point of contact.
- c. After the RFQ phase, the shortlisted teams may not make any significant changes in the composition of the team's member firms, personnel assignments, and individuals' roles and responsibilities without the owner's written approval.
- d. Include a bar chart illustrating the timing, duration, and percent Full Time Employee (FTE) involvement of each individual.
- e. Provide additional resumes of alternate personnel and explanation of the firm's capacity to substitute key positions in the event of unavoidable personnel changes.
- f. The firms shall provide evidence of common experience between the key member firms and individuals on a project of similar scope and complexity.

#### **4.6 Tab 5 - Safety Program:**

- a. Provide the firm's worker's compensation insurance experience modification rate and incidence rate for the most recent three (3) years.
- b. Provide a summary of the safety program to be utilized on this project

### **Section 5.0 Submittal:**

#### **5.1 Format:** Each firm shall submit:

- a. **One electronic copy on a flash drive**
- b. **Six spiral bound hard copies** consisting of a maximum of forty (40) double-sided 8 ½ x 11 pages, not including the letter of interest, table of contents, organizational chart and bar chart, and personnel resumes/qualifications.
- c. Each hard copy submission shall be spiral bound with hard stock covers front and back arranged in the order of the RFQ selection criteria as outlined in Section 4.0 of this RFQ.
- d. Tab dividers separating selection criteria items 1 through 5, shall be included and shall be clearly labeled to indicate the material following.
- e. Covers and dividers shall not count toward the forty (40) page maximum.

**5.2 Due Date:** Statements of Qualifications shall be delivered to the address provided on the first page of this RFQ by the date and time specified or as modified via written addenda only. **Late proposals will not be considered.** The Proposer is solely responsible for submitting a response on time. It is the responsibility of the Proposer to ensure that submissions are received by the deadline.

**5.3 Responsibility of Proposer to Provide Clear Information:** It is the sole responsibility of the Proposer to provide clear and complete answers and descriptions of the requested information. The Proposer's qualifications shall be evaluated based solely on the information and materials provided by the Proposer in response to this RFQ and in an interview. Failure to provide all information requested or to provide clear answers may result in a proposal being rejected or may result in lower scoring.

**5.4 Questions and Communications:** Questions, requests for clarification or requests for modification of the RFQ should be submitted in writing to Becky Mitchell at [Becky.Mitchell@oa.mo.gov](mailto:Becky.Mitchell@oa.mo.gov) no later than the date specified in the Selection Schedule. At its option, FMDC may issue addenda to modify or clarify the RFQ in response to submitted questions or comments. No verbal interpretation made to any Proposer regarding the meaning of the RFQ shall be binding on FMDC.

**5.5 Proposers must restrict all contact and questions regarding this RFQ to the contacts listed in this RFQ.** Proposers are prohibited from directly or indirectly communicating about this RFQ or the Project with any other State employee or agency, with the exception of communication initiated by FMDC in order to obtain information or clarification needed to evaluate a response. Any violation of this provision may result in disqualification of the Proposer from the selection process.

**5.6 Confidentiality of Submittals:** FMDC is a public governmental body. The Missouri Sunshine Law (Ch. 610, RSMo) provides that all records of a public governmental body are open unless they may be closed or are closed as otherwise provided by law. All materials submitted by the Proposer in conjunction with the RFQ becomes the property of FMDC, and are subject to disclosure pursuant to the Missouri Sunshine Law. The Proposer may mark submitted material as containing confidential trade secrets; however, such label is not binding on FMDC. Only information expressly permitted to be closed pursuant to the provisions of Missouri law, as determined by OA-FMDC's legal counsel or as required by a court, will be treated as a closed record by FMDC and withheld from any public request for records. The Proposer should presume information provided to FMDC in a proposal will be public following the award of the contract or after rejection of all proposals, and will be made available upon request in accordance with the provisions of state law.

**5.7 State's Rights Reserved:**

- FMDC reserves the right to reject any and all submissions, and the right to reissue this RFQ if the submissions received are not acceptable to FMDC.
- FMDC reserves the right to waive technical defects in this RFQ or any submission.
- FMDC reserves the right to request additional information and data from any Proposer. Any request for information by FMDC to the Proposer is solely for the purpose of evaluating statement of qualifications understanding its terms. Such a request shall not be considered to constitute a binding agreement or commitment by FMDC in any manner.

**5.8 Addenda:**

This RFQ is subject to revision after the date of issuance via written addenda only. Any addenda will be posted on FMDC's website at <https://oa.mo.gov/facilities/bid-opportunities/bid-listing-electronic-plans> and at American Document Solutions at <https://www.oafmdcplanroom.com/jobs/public>. It is the responsibility of each Proposer to check for any RFQ addenda prior to submitting its Statement of Qualifications.

**Section 6.0 Notice of Legal and Contractual Requirements:**

**6.1 Business Registration:** In order to be awarded a contract, any Proposer that operates as a legal entity in the State of Missouri must be appropriately registered with the Missouri Secretary of State's office, and such registration must be active and in good standing. If the successful Proposer is doing business in the State of Missouri under a fictitious name, the Proposer must have a current Registration of Fictitious Name. If the Proposer is an entity formed in another State, the Proposer must have a Certificate of Authority to do business in Missouri. The Owner will typically ascertain the Proposer's standing with the Missouri Secretary of State from the information available on the Secretary of State's website. However, the Owner may, at its discretion, request proof of compliance with this paragraph from the selected Proposer prior to award of a contract. The Proposer shall provide a certified copy of its Certificate of Good Standing, Certificate of Authority and/or Registration of Fictitious name to the Owner upon request. If the Proposer fails to

provide such information upon request, the Owner shall not award a contract to the Proposer, and the Owner will not be under any further obligation to the Proposer.

**6.2 Transient Employers:** Transient employers subject to sections 285.230 and 285.234, RSMo (out-of-state employers who temporarily transact any business in the State of Missouri) may be required to file a bond with the Missouri Department of Revenue. The Owner may require the Proposer to certify that it has complied with all applicable provisions of sections 285.230 and 285.234, RSMo before awarding a contract.

**6.3 Work Authorization:** Sections 285.525 and 285.530, RSMo require business entities to enroll and participate in a federal work authorization program in order to be awarded a contract in excess of \$5,000 with the State of Missouri. Proposers must submit an Affidavit of Work Authorization prior to being awarded a contract. Proposers must also submit an E-Verify Memorandum before the Owner may award a contract to the Proposer. Information regarding E-Verify is located at <https://www.uscis.gov/e-verify/>. The Proposer shall be responsible for ensuring that its subcontractors or subconsultants enroll in E-Verify.

**6.4 Anti-Discrimination Against Israel Act:** If selected, the Proposer will be expected to provide a certification before being awarded a contract as follows:

- If the Design/Builder meets the definition of a company as defined in section 34.600, RSMo, and has ten or more employees, the Design/Builder shall not engage in a boycott of goods or services from the State of Israel; from companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or from persons or entities doing business in the State of Israel as defined in section 34.600, RSMo.
- If, at any time during the life of this Agreement, the Design/Builder meets the definition of a company as defined in section 34.600, RSMo, and the Design/Builder company's employees increases to ten or more OR the Design/Builder's business status changes to become a company as defined in section 34.600, RSMo, and the Design/Builder company has ten or more employees, then the Design/Builder shall submit to the Division of Facilities Management, Design and Construction a completed Box C of the exhibit titled "Anti-Discrimination Against Israel Act Certification, and shall comply with the requirements of Box C.

**6.5 Background checks and Photo ID:** If awarded a contract, the DBT's employees, and the employees of all subcontractors and suppliers who perform work on the project, may be required to undergo a background check and obtain a State of Missouri identification badge prior to beginning work, as set forth further in the Site Security and Health Requirements provided in the Request for Proposal.

**6.6 MBE/WBE/SDVE Project Participation Goals:** The awarded Design/Builder shall be required to obtain MBE, WBE, SDVE participation in an amount equal to or greater than five percent (5) for Minority Business Enterprises (MBE), five percent (5%) for Women's Business Enterprises (WBE), and three percent (3%) for Service Disabled Veteran Enterprises (SDVE) unless a Good Faith Effort waiver is granted by the Owner. If the Design/Builder does not meet the participation goals or make a good faith effort to do so, the Owner may deem the Design/Builder in breach of contract. The Design/Builder shall carefully review the requirements of the Contract related to MBE/WBE/SDVE participation prior to submitting a proposal to ensure that the Proposer is able to comply if awarded a Contract. In order to be counted towards the goals an MBE, WBE or SDVE must be certified by the State of Missouri, Official of Equal Opportunity at <https://oeco.mo.gov/> or additionally the SDVE may be certified by the Department of Veterans Affairs' at <https://vetbiz.va.gov/basic-search/>.