



**Mountain Line
(Northern Arizona Intergovernmental Public
Transportation Authority)**

3773 N. Kaspar Dr., Flagstaff, AZ 86004

(928) 679-8900

www.mountainline.az.gov

REQUEST FOR PROPOSALS

RFP No. 2024-170

FOR

Transit Bus Driving Simulator System

Due Date & Time

June 21, 2024

2:00 PM, AZ Time



**Transit Bus Driving Simulator System
RFP No. 2024-170**

RFP ISSUANCE DATE: May 24, 2024

SUBMITTAL DUE DATE AND TIME: June 21, 2024, at 2:00 PM AZ time

SUBMITTAL LOCATION: Electronically,
purchasing@mountainline.az.gov

PRE-SUBMITTAL MEETING: A Pre-Submittal Meeting will not be held.

ONE-STEP PROCESS: This is a one-step solicitation. The successful Respondent, if any, will be selected at the end of the RFP process.

QUESTIONS: All questions must be submitted via email only by 5:00 PM, June 7, 2024. Answers to questions and other clarifications will be in the final Addenda issued through Mountain Line Website.



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**SECTION I: LEGAL ADVERTISEMENT
FOR MOUNTAIN LINE RFP NO.
2024-170 TRANSIT BUS DRIVING SIMULATOR SYSTEM**

Northern Arizona Intergovernmental Public Transportation Authority, a political subdivision of the State of Arizona (“Mountain Line”) is seeking a qualified Respondent for a Transit Bus Driving Simulator System.

If your firm is interested in being considered for this project, you may obtain a copy of the Request for Proposals (“RFP”) packet at the Mountain Line website: <https://mountainline.az.gov/services-programs/purchasing/>.

Any/all associated addenda for this RFP will be available at the Mountain Line website: <https://mountainline.az.gov/services-programs/purchasing/>. The Respondent bears sole responsibility to check the website for any/all addenda. Mountain Line will not email or send out copies or notifications of any/all addenda(s).

A pre-submittal conference will not be held.

This is a one-step solicitation. The successful Respondent, if any, will be selected and recommended to the appropriate Mountain Line Board of Directors for Award. No contract shall exist until properly and formally approved for Award and fully executed by the Respondent and the properly authorized Mountain Line signatory.

Sealed Responses to this RFP (“Responses”) will be received electronically with the RFP name and RFP number clearly marked in the subject line at the following address until the date and time set forth below:

Due Date and Time: June 21, 2024, at 2:00 PM AZ.

purchasing@mountainline.az.gov

A public opening will be held via Zoom. The link will be posted to the Mountain Line website at <https://mountainline.az.gov/services-programs/purchasing/>. Persons interested in attending the public opening are encouraged to check the Mountain Line website regularly for updates. Responses received by the correct time and date shall be opened and only the name of the Respondents shall be publicly read. All other information contained in the Response shall remain confidential until award is made. All Submittals received after the time stated in the RFP will not be considered and will be returned to the Respondent unopened. Respondent assumes responsibility for having their Response deposited on time at the place specified.

This announcement does not commit Mountain Line to award a contract and Mountain Line shall not reimburse any Respondent for any costs incurred in the preparation of a response. Mountain Line reserves the right to accept or reject, in whole or in part, any or all responses submitted and/or to cancel this announcement and/or RFP. Mountain Line reserves the right to waive any informality or irregularity in any Responses received and to be the sole judge of the merits of the respective Responses received. Any contract awarded shall be based upon the response determined by Mountain Line most advantageous to Mountain Line. No contract shall exist unless and until properly executed by Mountain Line, including formal approval by Mountain Line Board when required. The Mountain Line’s Purchasing Policy (“Purchasing Policy”) governs this procurement and is incorporated



into the RFP by this reference. If there is any conflict between this advertisement and the terms of the RFP or any applicable code or statute, the RFP, code and/or statute shall prevail over this advertisement.

**RESPONDENTS ARE STRONGLY ENCOURAGED TO
CAREFULLY READ THE ENTIRE RFP.**



SECTION II: PROCUREMENT SCHEDULE

Procurement Schedule for this RFP (all dates are approximate) and may be changed by Addendum:

- | | |
|--------------------------------|---|
| A. RFP issued | Date set forth on Page 2 of this RFP |
| B. Pre-submittal meeting | Date and time set forth on Page 2 of this RFP |
| C. Questions due to Purchasing | Date and time set forth on Page 2 of this RFP |
| D. Response due | Date and time set forth on Page 2 of this RFP |

SECTION III: INSTRUCTIONS TO RESPONDENTS

INSTRUCTION 1: DEFINED AND CONTROLLING TERMS

- 1.01 **Definitions:** Terms used in this RFP have the meanings indicated in the Contract, the Project Specifications, Special Provisions, and Contract Documents, as applicable. Additional terms used in this RFP have the meanings indicated below:
- A. “Consultants” shall mean the Subconsultants retained by the Respondent for the performance of any of the Services to be provided by the Respondent under the Contract Documents.
 - B. “Firm” shall mean each or any of the individuals, firms, partnerships, joint ventures, corporations or other legal entities submitting their qualifications in response to this RFP.
 - C. “Mountain Line” shall mean the Northern Arizona Intergovernmental Public Transportation Authority, a political subdivision of the State of Arizona.
 - D. “Project” shall mean the Project set forth in Section IV Project Description set forth below.
 - E. “Purchasing Policy” shall mean Mountain Line’s Purchasing Policy which governs this procurement and is incorporated in this RFP by this reference.
 - F. “Respondent” shall mean the qualified, licensed person, firm or corporation who furnishes Services under the Contract Documents.
 - G. “Respondent” shall have the same meaning as “Firm.”
 - H. “Response” or “Submittal” shall mean the Response.
 - I. “Response” shall mean a response submitted in response to this RFP.
 - J. “Services” shall mean any and all services to be provided under the Contract Documents and may include, but not be limited to: Transit Bus Driving Simulator System, and any and



all other services required for the full, professional, and timely performance by the Respondent and its Consultants.

K. "Site" shall mean the physical location where the Project is located and any ancillary or adjacent areas to be utilized by Respondent and/or Mountain Line in relation to the Project.

INSTRUCTION 2: MINIMUM REQUIREMENTS OF RESPONDENTS

- 2.01 Professional License/Certification/Registration: All individual architects, engineers, Consultants and other professionals engaged in providing Services for Mountain Line shall be licensed shall be licensed or certified by and/or registered with the State of Arizona as required pursuant to A.R.S. § 32-121, *et seq.*, for the types of work included in Services to be rendered by them related to the Project that is the subject of this RFP, and each Respondent must certify its compliance by completing, signing and returning the form provided as **Attachment 5** hereto.
- 2.02 Insurance: Respondent must have or obtain within the time period set by Mountain Line the Insurance coverages and certifications and fully comply with the insurance requirements set forth in **Attachment 17** to this RFP.
- 2.03 Failure to Meet Minimum Requirements: Any violation or failure to meet the requirements of this Instruction II may, at the sole option of Mountain Line, cause a Response to be considered non-responsive and/or the Respondent being deemed non-responsible resulting in the rejection of the Response, and may result in cancellation or termination of the resultant Contract if discovered after the Contract has been awarded.

INSTRUCTION 3: ACCEPTANCE OF CONTRACT DOCUMENTS

- 3.01 Mountain Line Standard Contract: Mountain Line has developed standard forms of Professional Services Contracts and Task Orders, which can be found on our website at <https://mountainline.az.gov/services-programs/purchasing/>. If selected, as the Respondent for this Project, a Respondent agrees to execute this form of Contract Documents. Provisions in a Response that conflict with, and/or exceptions to, and/or requests for changes in, Mountain Line's contract terms, Special Conditions, Exhibits and/or other Contract Documents may result in a Response being considered nonresponsive and rejected. By submitting a Response, Respondent also acknowledges its understanding and agreement that Mountain Line may make changes in the standard form of contract documents and that therefore the form of contract documents presented to the successful Respondent may be different from the form of contract documents referenced above, in which case the successful Respondent will be given the opportunity to review the changes.
- 3.02 Contract Documents: The Contract Documents may include, without limitation, this RFP, any addenda to this RFP issued by Mountain Line, the Response of the successful Respondent, Mountain Line General Conditions, Task Orders and such other terms as Mountain Line determines are in its best interest and appropriate for the Project.
- 3.03 Prior Contracts Not Applicable: Any previous agreements, contracts, or other documents, which have been executed between the Respondent and Mountain Line, if any, are not applicable to this RFP or any resultant contract.



INSTRUCTION 4: RESPONDENTS' PRE-SUBMITTAL OBLIGATIONS AND REPRESENTATIONS

4.01 Respondent's Obligations: It is the responsibility of each Respondent before submitting a Response to:

- A. Examine and carefully study the RFP, and any data and reference items identified in the Bidding Documents;
- B. Become familiar with and satisfy itself as to all Laws and Regulations that may affect cost, progress, and performance of the Services;
- C. Consider the information known to Respondent itself; information commonly known to businesses performing like Services doing business in the community of the Project; information and observations obtained from visits to the community; the RFP; and to consider: (1) the cost, progress, and performance of the Services; (2) the means, methods, techniques, sequences, and procedures to be employed by Respondent; and (3) safety precautions and programs.
- D. Become aware of the general nature of the Services to be performed by Respondent and others on the Project that relates to the Services as indicated in the RFP;
- E. Promptly give Mountain Line written notice of all conflicts, errors, ambiguities, or discrepancies that Respondent discovers in the RFP and confirm that the written resolution thereof by Mountain Line is acceptable to Respondent; and
- F. Determine that the RFP is generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Services.

4.02 Respondent's Representations: By signing and submitting its Response, Respondent represents, certifies and agrees that:

- A. Respondent has complied with every requirement of this Instruction and the RFP;
- B. The submission of the Response did not involve collusion or other anti-competitive practices;
- C. The Respondent shall not discriminate against any employee or applicant for employment in violation of the Federal Executive Order 11246;
- D. The Respondent has not given or offered to give, and does not intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip favor, or service to a public servant in connection with the submitted Response;
- E. Failure to sign the Response, or the falsity of a statement in a signed Response, shall void the submitted Response or any resulting contracts, and the Respondent may be disbarred;
- F. The Respondent is current in all obligations due to Mountain Line, if any;



- G. Based on the information and observations referred to in the preceding Instruction 4.01, that at the time of submitting its Response no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of its Response and that Respondent has the financial, bonding (if required), technical and resource capacity and capability to fully and timely perform the scope of services in accordance with the other terms and conditions of the RFP and the Contract Documents; and,
- H. There will be no subsequent financial or time adjustment, other than that provided by the subsequent Contract, for lack of such familiarization.

INSTRUCTION 5: PREPARATION OF RESPONSE

- 5.01 All Responses shall include all of the information, documents, Attachments, and other items set forth in Section VI Response Contents below, fully completed. In the case of any conflict between this Instruction 5 and the requirements set forth in Section VI shall control.
- 5.02 Responses should be prepared simply and economically, providing adequate information in a straightforward and concise manner. The Response must display clearly and accurately the capability, knowledge, experience, and capacity of the Firm to meet all of the requirements of this RFP including those set forth in Section V Scope of Services and respond to the evaluation criteria in Section VII Evaluation of this RFP.
- 5.03 All Responses must not exceed 18 pages in length (exclusive of resumes, attachments and letters of recommendation) unless a different page limitation is set forth in Section VI Response Contents below. No oral, telegraphic, electronic, facsimile, or telephonic modifications to the Response will be considered.
- 5.04 The Respondent shall clearly identify any/all exceptions to the RFP specifications or contract terms on **Attachment 22**. This is the only means for a Respondent to identify any/all exceptions to the specifications in this RFP and/or Mountain Line's standard Contract terms. Exceptions raised at a later time, or in any other location in the Response, will not be considered in any negotiations. Respondents may review the Contract at: <https://mountainline.az.gov/services-programs/purchasing/>. Exceptions to Mountain Line's standard Contract terms and/or the terms of this RFP may, in Mountain Line's sole discretion, be basis for the Response to be rejected as nonresponsive.
- 5.05 Public Record/Confidential Information:
 - A. All Responses submitted in response to this RFP, whether or not accepted by Mountain Line, shall become a matter of public record available for review, subsequent to the award notification, in accordance with Mountain Line's Procurement Policy.
 - B. If a person believes that a response, offer, specification, or protest contains information that should be withheld as proprietary or confidential, a statement advising Mountain Line of this fact shall accompany the submission and the information shall be identified on **Attachment 7**.
 - C. The information identified by the person as confidential shall not be disclosed until Mountain Line makes a written determination whether the information must be



disclosed under Arizona law. If Mountain Line determines that the information must be disclosed, Mountain Line will provide the Respondent with notice of such fact, and that the Respondent has five (5) days within which to file a legal action protesting the planned disclosure. If no legal action is taken within the time specified, Mountain Line will disclose the information and will not be responsible for any claims or losses arising from or related to such disclosure.

- 5.06 The Response shall be submitted with an original ink or electronic signature by a person authorized to sign the offer. If the Respondent is a corporation or other legal entity, the Response must be signed in the legal name of the corporation followed by the name of the state of incorporation or organization and the legal signature of an officer or other person authorized to bind the corporation or other legal entity to a contract. Unsigned Responses will be considered nonresponsive and will be rejected.
- 5.07 Periods of time, stated as number of days, shall be calendar days.
- 5.08 Erasures, interlineations, or other modifications in the Response shall be initialed by the authorized person signing the Response. No Response shall be altered, amended, or withdrawn after the specified due date and time.
- 5.09 Mountain Line shall not reimburse the cost of developing, presenting, submitting or providing any Response to this solicitation, or any other costs or expenses of any Respondent.

INSTRUCTION 6: ERRORS, INQUIRIES AND ADDENDA

- 6.01 It is the responsibility of all Respondents to examine the entire RFP package and seek clarification of any item or requirement and to check all responses for accuracy before submitting a Response. Negligence or errors in preparing a Response confers no right of withdrawal or correction after Response due date and time.
- 6.02 Should a Respondent find any ambiguity, conflict, inconsistency, omission or other error in the RFP or should the Respondent be in doubt as to its meaning, he or she shall at once notify the contact person listed on page 2 of this RFP, via email only, and ask that the RFP be clarified or modified. If prior to the date fixed for submission of Responses, a Respondent knows of or should have known of an error in the RFP, but fails to notify Mountain Line of the error, the Respondent shall bid at its own risk, and if awarded the contract shall not be entitled to additional compensation or time by reason of the error or its later correction.
- 6.03 All questions regarding the contents of this solicitation and the solicitation process (including requests for ADA accommodations), shall be directed to the contact person listed, via email only, and shall be submitted no later than the stated deadline for submitting questions on page 2 of this RFP. Questions improperly submitted and/or received by Mountain Line after the deadline will not be answered.
- 6.04 Answers to the written questions or requests for clarification or modification of the RFP submitted by Respondents, as well as any other changes to the RFP, will be provided in a timely manner in the form of FAQ or Addenda via Mountain Line Procurement website: <https://mountainline.az.gov/services-programs/purchasing/>.
- 6.05 Any correspondence related to the RFP should refer to the appropriate RFP number and title, page and paragraph number. However, the Respondent shall not place the RFP number and title on the outside of any envelope containing questions since such an envelope may be



identified as a sealed Response and may not be opened until after the official RFP due date and time.

- 6.06 It is each Respondent's obligation to assure that it has received and reviewed all Addenda issued. Each Respondent shall acknowledge receipt of Addenda by completing, signing and including **Attachment 2** in the Response. Failure by a Respondent to acknowledge receipt of all Addenda may result in that Respondent's Response being deemed non-responsive and possibly rejected. Addenda acknowledgement returned to Mountain Line separately from a Response will not be accepted.
- 6.07 In order to obtain information and/or register for this RFP, a Respondent must register as a vendor at <https://mountainline.az.gov/services-programs/purchasing/>.

INSTRUCTION 7: RESPONSE SUBMITTAL, DUE DATE AND TIME

Electronic Bid Submittal: Each Response shall be submitted to purchasing@mountainline.az.gov as set forth on Page 2 of this RFP via email with the RFP name, RFP number, and Respondent's name and address clearly indicated in the subject line.

- 7.01 Respondents must submit their Response to Mountain Line Purchasing Department by the Due Date and Time and at the email address listed on page 2 of this RFP. Responses will be accepted by Mountain Line during normal business hours until the Due Date and Time specified.
- 7.02 It is the responsibility of the Respondent to ensure on-time delivery of the Response to the address listed on page 1 of this RFP. Late Responses shall not be considered under any circumstances.
- 7.03 Any Response or other Response received after the Response Due Date and Time will be rejected as non-responsive and returned to the sending Respondent unopened.

INSTRUCTION 8: WITHDRAWAL OF RESPONSE

At any time prior to the specified Response Due Date and Time, a Respondent may withdraw the Response in person or by submitting a request in writing or via email to the contact person whose name appears on page 2 of this RFP. Any request to withdraw a Response must be made by a duly authorized representative of the Respondent. Respondent is responsible for making arrangements and paying any and all expenses associated with the return of the Response.

INSTRUCTION 9: RESPONSE OPENING

Responses shall be opened at the time and place stated in this RFP. The name of each Respondent shall be publicly read and recorded in the presence of a witness. All other information received in response to this RFP shall be shown only to Mountain Line personnel having legitimate interest in the evaluation process. After award of the contract, the successful Responses and the evaluation documentation shall be open for public inspection.



INSTRUCTION 10: MOUNTAIN LINE RESERVED RIGHTS

Notwithstanding any other provision of this RFP, Mountain Line expressly reserves the right to:

- A. Extend the date by which Responses are due;
- B. Withhold the award or cancel this RFP for any reason Mountain Line determines;
- C. Reject any or all Responses, in whole or in part;
- D. Waive any immaterial defect, irregularity, or informality in any Response;
- E. Reissue an RFP;
- F. Unless the Respondent states otherwise, award by individual line item, by group of line items, or as a total, whichever is deemed most advantageous to Mountain Line. If a Respondent's Response is an "all or nothing" offer, it must be expressly so indicated in the Response; and/or
- G. Exercise any and/or all other rights available to Mountain Line under the terms of the RFP, the Purchasing Policy, at law, or in equity.

INSTRUCTION 11: ADDITIONAL PROHIBITIONS AND RESTRICTIONS

- 11.01 No person, firm, partnership, joint venture, corporation, or other legal entity shall be permitted to submit more than one (1) Response for the same Project. A person, firm, partnership, joint venture, corporation, or other legal entity that has submitted a sub-consultant Response to a Respondent is disqualified from submitting a Response for the Project as a Respondent. A person, firm, partnership, joint venture, corporation, or other legal entity shall be allowed to submit a sub-consultant Response to more than one (1) Respondent.
- 11.02 Respondents shall not submit to, or communicate in any way with Mountain Line regarding, information prohibited from consideration by applicable Arizona or Federal law. Accordingly, any Response that contains any information of this type will be deemed nonresponsive, will not be considered and the Response will be returned to the Respondent. This exclusion of information applies to the Response, to any interview and to all other aspects of the RFP competition.
- 11.03 Respondents and members of their teams shall not communicate concerning this RFP with the Respondent for this project, Mountain Line' Project Executive, any Mountain Line Consultant or Program Manager, Selection Committee members, or employees of Mountain Line, except as stipulated in Inquiries and Addenda above. A Respondent's failure to abide by this requirement may result in rejection of a Response.
- 11.04 With regard to any violation of any of the provisions of this Instruction 11, Mountain Line expressly reserves the right to pursue any and all remedies available to it under Mountain Line's Purchasing Policy, at law or in equity, including, but not limited to, the following:
 - A. Any violation of this Section discovered before an award of the resultant contract may, in Mountain Line's sole discretion, subject a Respondent to a warning letter, rejection of its Response, or disbarment, depending on the nature of the violation.



- B. If a violation of this Section is discovered after the resultant contract has been awarded, Mountain Line may, by written notice to the Respondent, cancel the resultant contract. In the event Mountain Line cancels the resultant contract pursuant to this provision, Mountain Line shall be entitled, in addition to any and all other available rights and remedies, to withhold or recover from the Respondent the amount of any gratuity provided and any and all incidental and/or consequential damages incurred by Mountain Line as a result of the violation.

INSTRUCTION 12: ACCEPTANCE PERIOD

- 12.01 In order to allow for an adequate evaluation, Mountain Line requires all Responses to be valid and irrevocable for one hundred and eighty (180) days after the opening time and date and each Respondent agrees that it will hold open its Response for such period.
- 12.02 No contract or agreement, expressed or implied, shall exist between Mountain Line and any Respondent, or be binding on Mountain Line, before formal approval by Mountain Line Board and the execution of the resulting written contract by both parties.
- 12.03 If agreement on the terms of a resultant Contract cannot be reached after a period deemed reasonable by Mountain Line in its sole discretion, Mountain Line may negotiate and enter a Contract with any other Respondent who submitted a timely and responsive Response to this RFP, as provided by law.

INSTRUCTION 13: EVALUATION

Evaluation of timely and responsive Responses submitted by responsible Respondents shall be based upon the evaluation process and criteria set forth in Section VII to this RFP.

INSTRUCTION 14: PROTESTS

Mountain Line believes that it can best maintain its reputation for treating firms, Respondents, etc., in a fair, honest, and consistent manner by conducting solicitations in good faith and by granting competitors an equal opportunity to win an award. If a Respondent believes that Mountain Line has fallen short of these goals, it may submit a written protest pursuant to Mountain Line's Purchasing Policy, which is available at: <https://mountainline.az.gov/services-programs/purchasing/>.

INSTRUCTION 15: COOPERATIVE PURCHASING AGREEMENTS

- 15.01 An award of contract resulting from this RFP may be extended for use to other municipalities and government agencies of the state. Any such usage by other municipalities and government agencies must be in accordance with the ordinance, charter and/or rules and regulations of the respective political entity. Any public agencies not identified within this RFP who wish to cooperatively use the contract are subject to the approval of Proposer.
- 15.02 Mountain Line is also a member of S.A.V.E. (Strategic Alliance for Volume Expenditures), which consists of numerous municipalities, counties, universities, colleges, schools, cities, and other Arizona State agencies. These cooperatives are achieved through Intergovernmental Agreements (IGA) in accordance with provisions allowed by A.R.S. § 11-952 and § 41-2632. The IGAs permit purchases of material, equipment, and services from proposers at the prices,



terms and conditions contained in contracts originated between any and all of these agencies and a successful Respondent.

SECTION IV – PROJECT DESCRIPTION

The purpose of this document is to outline the functional and technical requirements and specifications for a Transit Bus Training System (the “Simulator System”) to be installed at the Mountain Line Training Room, located at 3825 N. Kaspar Dr. Flagstaff AZ. 86004.

The Contractor shall be responsible for the manufacture, supply, delivery, installation, testing, commissioning, training, documentation, warranty, and on-going maintenance of the Simulator System in accordance with the requirements described herein.

The Contractor shall be responsible for delivering a complete and working system as per the Agency requirements. Any additional components and/or functions not specifically called out in the requirements described within the RFP, which are required to deliver complete and working system, shall be clearly detailed in the Proponent’s submission.

SECTION V – SCOPE OF SERVICES

The Simulator System shall include the following features:

- a. High-End Simulator System with customized driver cab replicating a driving compartment of a Gillig Hybrid/New Flyer Articulated, including genuine OEM side console and dash component(s).
- b. The Operator’s cab must be a full-size, enclosed transit bus operator’s cab including the driver’s seat, steering wheel, mirrors, instrument panel, dash, foot switches, and floor-mounted controls.
- c. The Simulator System should provide a simulated vehicle to drive that is the conventional 40-foot length, 60 foot length and a 26-foot paratransit vehicle.
- d. The Contractor shall provide an uninterruptable power source (UPS) with battery backup per Simulator System.
- e. The Simulator System shall provide at a minimum two (2) real-world electric bus vehicle models for driving on the Simulator System within the virtual training world.
- f. The Contractor shall outline any applicable electric bus training programs currently available for use on the Simulator System.
- g. The Simulator System shall provide assessment tools that monitor and generate on-demand reports of the trainee’s performance during a training session.
- h. The ability to customize virtual worlds reproducing and replicating select existing and future Mountain Line Transit routes, conventional roadways and associated features, including roadside architectural and structural features.
- i. Intelligent and realistic simulation of road traffic, pedestrian traffic, passengers boarding, car traffic, other transit traffic, etc. with high degree of realization.
- j. Ability to develop customized training scenarios and situations through a user-friendly editor.



- k. Auxiliary Driving Station to allow manual interaction by the instructor into the virtual environment the students are currently driving in.
- l. Instructor Operator Station which manages the Simulator System, including loading scenarios, monitoring real-time driving, and a student management section.
- m. Stand-Alone Viewing Monitor to provide additional trainees in the class a view of the scenario being driven in real-time.
- n. Applicable office chair and desk furniture at the Instructor Operator Station.
- o. 180-day period of performance for base systems.
- p. The Contractor shall propose a separate schedule for the delivery of the geo-specific database.
- q. Three (3) years of extended warranty.
- r. Warranty coverage should include preventative maintenance on an ongoing basis for the entire duration of the selected warranty period.

Project Arrangement

- 1. The project will be composed of two phases:
 - 1. Phase 1 will include the manufacture, supply, delivery, installation, testing, commissioning, training, documentation of the base Simulator System.
 - 2. Phase 2 will focus on adding/enhancing customized features to the geo-specific virtual world and training environment. All requirements stated in this document are part of Phase 1 unless otherwise explicitly noted as Phase 2. Final system acceptance at the end of Phase 1 will commence the Warranty and Support period.

Simulator System Components

- 1. General Room Arrangement
 - a. The Simulator System shall be designed to efficiently fit the layout of the Mountain Line Transit Simulator room.
 - 2. The Contractor shall provide a proposed layout drawing of the Simulator System within the room for approval prior to the manufacture of the Simulator System.
 - 3. The Contractor shall propose an electrical layout for the training room to identify the quantity of outlets and the power thresholds for each.

Driver Cab

- 1. The Driver Cab shall be designed and constructed to replicate Mountain Line Transit's 40-foot bus, 60 foot bus, and 26-foot paratransit vehicle using high-quality materials. The Contractor shall be



responsible for contacting and coordinating with manufacturers to gather the proper information to reconstruct the full-size enclosed cab(s).

2. The Driver Cab shall be constructed with authentic materials and be of sturdy construction.
3. The entrance and exit of the Driver Cab shall be through the rear of the enclosure.
4. The Driver Cab shall include, at a minimum, a roof, flooring, enclosure openings, front passenger door, and windows.
5. The Driver Cab shall include 3 glass rear view mirrors – driver side, curb side, and interior center – of equal size, shape (flat glass) location, and control to that of the replicated Mountain Line Transit bus model.
6. The Driver Cab glass mirrors shall provide accurate parallax and reflection of the Simulator System generated images similar to that of an actual vehicle in operation at Mountain Line Transit.
7. Convex mirrors (L/R) shall provide digital representations of the virtual training world they would normally view.
8. The Driver Cab shall include a two-way radio for communicating with the Instructor Operator Station.
9. The Driver Cab shall introduce physical obstructions as blind spots by nature of its design to aid trainees in a real-world experience when operating the Simulator System.

Driver Cab Enclosure

1. The Driver Cab Enclosure shall be designed to replicate the driver's compartment of Mountain Line Transit's bus.
2. The Driver Cab Enclosure will be realistically replicated to account for overall spatial layout of the cab, doors, windscreen, seat, steering wheel with horn, mirrors, dash, brake and accelerator pedals, parking brake, door interlock switch, indicators, and side console panel.
3. The Driver Cab Enclosure shall provide directional signal switches located on the floor and will function as in a typical bus. A headlight dimmer switch will be mounted on the floor of the Simulator Systems adjacent to the directional switches and will function as in a typical bus.
4. The Drive Cab Enclosure shall include genuine OEM products and their placement shall be in the same locations as they exist in the actual vehicle.
5. The Driver Cab Enclosure shall be designed to comfortably accommodate persons with height ranging from 5'0" to 6'6" by being able to adjust the seat and steering wheel column accordingly.
6. The Driver Cab Enclosure shall include floor-mounted radio button that activates the Push-to-Talk feature to communicate with the Instructor Operator Station.



7. The Driver Cab Enclosure shall be designed to include a space for the instructor to stand by the trainee (over the right shoulder) without obstructing any of the training environment screen views. This space shall allow for persons ranging from 5'0" to 6'6" in height to comfortably stand.
8. The driver's seat shall be a genuine OEM seat found in Mountain Line Transit's Bus, be fully operational, adjustable, and include a seatbelt.
9. The Drivers Cab Enclosure shall have a full roof, physical A/B pillars offset from visual system to provide realistic operator training that requires movement in the seat to resolve viewing blockages caused by these physical structures.

Driver Cab Console

1. The Driver Cab dashboard and side console panel shall integrate genuine OEM products, replicating the Mountain Line Transit Bus.
2. All vehicle controls, indicators, and related components shall accurately replicate or simulate correct behavior dependent on the training exercise and driver interaction.
 1. The following bus components shall be provided with integrated functions in the Simulator System:
 - a. Full-size bus steering wheel with Tilt, telescopic and horn functionality.
 - b. Realistic horn sound logged in the reporting module and reproduced through the Simulator System audio system
 - c. Accelerator and brake pedals
 - d. Realistic tension and feedback based on the vehicle being driven
 - e. Adjustable driver's seat including seat belt and seat belt sensor
 - f. Comfortably accommodate persons from 5'0" to 6'6" in height
 - g. Seat belt sensor shall provide notifications to the Instructor Operator Station if not being used during a training session by the trainee
 - h. Speedometer in miles per hour
 - i. RPM
 - j. Door control
 4. For operation with standard buses
 - a. Virtual front door shall open accordingly
 - b. All virtual doors opening shall be shown in the Simulator Software training environment
 - c. Door interlock system to prevent vehicle from moving when a door is open



- d. Pressure, temperature, and status gauges
 - e. Parking brake
 - f. Washer and wiper control
5. Response shall be simulated in the Simulator Software training environment regardless of weather conditions:
- a. Lights
 - b. Simulator Software Environment shall illuminate based on the lighting function chosen
 - c. Turn signals
 - d. Transmission controls
 - e. Wheelchair ramp control
 - f. Kneeling control
 - g. Driver covert alarm
 - h. Telltale panel with indicator lights for all warnings and messages consistent with vehicle type
 - i. Fire suppression system status panel
 - j. Emergency alarm
 - k. Driver microphone

Situational Response Simulator (Optional Pricing)

1. The Simulator System shall include an integrated situational response simulator for use by trainee's.
2. The Response Simulator shall provide a real-world training catalog of scenarios to load on the simulator.
3. The Response Simulator shall be configured for operation from the Instructor Operator Station.
4. The Simulator System's "Response" driving scenarios shall be inter-connected with the Response Simulator to enable the driver to experience both Simulators during a specified training exercise.
5. The trainee shall experience the Response Simulator from the operator's seat of the Driver Cab.
6. The trainee shall be recorded using the in-cab camera's along with capturing the trainee's commands and verbal cues for playback.



7. Playback of the audio and visual recording shall be available for viewing at the Instructor Operator Station, Standalone Viewing Station, or from a Screen Display System on the Simulator System.

Motion System & Steering

1. The Driver Cab shall be equipped with a motion platform to provide realistic motion feedback through three degrees of freedom; pitch, roll, and heave.
2. The Simulator System shall provide real-time motion feedback based on the occurrences in the Simulator Software training environment.
3. Motion feedback shall result from driving conditions such as hard braking, acceleration, contact with external objects, steering, wheel return and tire deflation.
4. The motion platform shall provide three degrees of freedom only to the Driver Cab of the Simulator System. Motion shall not occur in the visual system in order to best replicate a realistic driving experience.
5. The steering column shall provide force feedback to simulate driving conditions; this may include contact with external objects, steering, wheel return, and tire deflation.

Audio System

1. The Driver Cab shall include an integrated surround sound Audio System composed of at least four (4) speakers located near the Driver Cab.
2. Each speaker shall have at least 5 Watts of power with associated amplifier to support the total system power output. The system as a whole shall output at least 95 dB of sound.
3. The Audio System shall provide simulated sounds of the following:
 - a. Engine, dependent on Revs Per Minute (RPM) if applicable
 - b. Rolling noise, dependent on roadway material
 - c. Pneumatic brake
 - d. Horn
 - e. Door operations
 - f. Turn signals
 - g. Alarms
 - h. Stop request
 - i. Collisions
 - j. Skidding, slipping



- k. Weather conditions
 - l. Passengers speaking to each other on the vehicle
 - m. Passenger yelling/crying/screaming
 - n. Other traffic vehicles and pedestrians
4. The Audio System volume controls shall be accessible through the Instructor Operator Station.
 5. The Instructor Operator Station shall also include a microphone allowing for two-way communication between the Instructor Operator Station and the Driver Cab.
 6. The Audio System shall record verbal exchanges as part of the audio/video playback of the reporting module.

Camera System

1. The Driver Cab Enclosure shall include two (2) Closed Circuit Television (CCTV) cameras. Each camera shall be in a fixed position, full-color high-definition (minimum 1080p) network camera.
 - a. The locations of the cameras are to be proposed and approved by Mountain Line Transit.
2. The cameras shall output the recorded feed to the Instructor Operator Station and Stand-Alone Viewing Station.
3. The cameras shall also allow for recorded video and playback to be synced with the playback of the trainee's drive within the virtual environment.

Instructor Operator Station

1. The Simulator System shall include an Instructor Operator Station which will allow for monitoring, control, and configuration of the Simulator Systems in real time, including training exercises, Auxiliary Driving Station, driving conditions, vehicle types, CCTV camera, reporting, database management, and user profiles.
2. The Instructor Operator Station shall include but not be limited to the following components:
 - a. Wireless keyboard and mouse
 - b. Minimum two (2) 27-inch high-definition flat panel monitors
 - c. Computer programming unit (CPU) designed to exceed requirements of the Simulator System
 - d. Minimum 500 GB of free hard drive space after all software installation
 - e. Color inkjet printer capable of printing 31 to 40 PPM.
 - f. One (1) office desk and one (1) chair to accommodate the Instructor Operator Station and related peripherals



3. The Instructor Operator Station shall allow for the following conditions to be changed dynamically in the standard virtual training world and geo-specific training environment to a random or configurable condition from the Instructor Operator Station.
 - a. Time and Weather Conditions
 - b. Traffic Conditions
 - c. Transit Vehicle Conditions
4. All training environment conditions shall be configurable from the Wireless Instructor Tablet.
5. All computer-generated vehicles and pedestrians shall operate with a high degree of artificial intelligence, simulating real-world actions and reactions to all other static and dynamic elements in the simulation including the trainee simulation vehicle and Auxiliary Driving Station vehicle, or pedestrian.
6. Time and Weather Conditions. The time in the training environment shall be configurable to include the following times of day:
 - a. Day
 - b. Night
 - c. Sunset (sun in driver's sightline)
7. The weather in the training environment shall be configurable to include the following weather types in both daytime and nighttime lighting conditions:
 - a. Sunny
 - b. Overcast
 - c. Rain – adjustable from light to heavy
 - d. Snow – adjustable from light to heavy and drifting with minimal visibility
 - e. Rain/Snow mix – adjustable from light to heavy
 - f. Fog – adjustable from light to heavy
 - g. Freezing rain – adjustable from light to heavy
 - h. Ice Pellets – adjustable from light to heavy
8. The type and level of the weather shall affect driving conditions, road conditions, visibility, and windshield buildup accordingly, as with ice and snow.
9. The Instructor Operator Station shall provide a graphical user interface which will include, but not be limited to the following functionality:



- a. Load or Shutdown the Simulator System
 - b. Start, stop, pause, restart, and replay any position within a training exercise
 - c. Activate or deactivate any driving conditions
 - d. Administrative and User management
 - e. Generate performance reports based on the automated assessment from the Simulator System and manual input from the Instructor
 - f. Mark locations within a training exercise for follow up review
 - g. Activate or configure the Auxiliary Driving Station
 - h. Record and playback training exercises
 - i. Access the CCTV camera for live viewing or recall recorded video
10. The Instructor Operator Station shall be equipped with a portable wireless instructor tablet (minimum 8" screen size) and associated software and charging cables to allow for mobile operation and oversight during training sessions.

The Wireless Tablet shall be able to perform at a minimum, the following capabilities:

- a. Adjust Time of Day (daytime and dark/nighttime driving)
- b. Weather Effects (sunshine, cloudy, light, and heavy rain, light and heavy snow, fog dust)
- c. Traffic (aggressiveness, density)
- d. Wind (direction, magnitude)
- e. Road Traction (traction coefficient slider)
- f. Start and shutdown the Simulators
- g. Start, stop and pause training exercises
- h. Activate and stop recording of the Operator's cab
- i. Prompt review video of the ongoing or most recent training sessions
- j. View activities in one, two, three, or all four Operator's cabs that are in use at any given time
- k. Sun Glare should be automatically adjusted based on the time of day.

11. The Instructor Operator Station shall provide the ability to record, store, and report various



parameters within training exercises. These parameters shall include but not be limited to the following:

- a. Trainee Name
 - b. Trainee User ID
 - c. Instructor Name
 - d. Time and date
 - e. Start and stop time of exercise
 - f. Trainee performance (objects hit, bus stop markers missed, etc.)
 - g. Average speed and speed limit adherence
 - h. Fuel consumption (simulated)
 - i. Battery Depletion and Energy Used
 - j. Average following distance
 - k. Braking performance
 - l. Lane positioning
 - m. Instructor Comments
 - n. Hard Braking Occurrences
 - o. Hard Acceleration Occurrences
12. The reporting tool shall be configured to output the above-mentioned parameters in a report format customized to Mountain Line's needs.
13. The Simulator System shall provide for an unlimited number of customized training exercises to be configured and saved in the system.
14. The Simulator System shall provide a database capable of storing a minimum of 1000 individual trainee records.

Operator Assessment Tools

1. The Simulator System shall provide a tool for assessment of a trainee's performance following a driving scenario in the Simulator System.
2. The Assessment Tool shall include a pre-loaded scenario package.
3. The Assessment Tool shall provide an energy score measurement for trainee's who drive an



electric bus within the virtual training environment.

4. The Assessment Tool provide a dashboard that monitors different features unique to an electric bus for review with the trainee following a drive.
5. The Assessment Tool shall monitor speed, acceleration, braking, vehicle lane position and turn signal use.
6. The Assessment Tool shall provide zones that categorically provide a negative, positive, needs improvement assessment of the conformance to Mountain Line policies.

Auxiliary Driving Simulator Station

1. The Auxiliary Driving Simulator Station shall provide the ability to control a simulated vehicle or pedestrian in the virtual training environment which will be used to interact with the trainee.
2. The simulated vehicle or pedestrian shall have the ability to be placed anywhere in the virtual training environment or by selecting an existing vehicle or pedestrian in the environment.
3. The Auxiliary Driving Simulator Station shall be activated or deactivated by the Instructor Operator Station.
4. The Auxiliary Driving Simulator Station shall include but not be limited to:
 - a. Minimum of one (1) 27-inch high-definition flat panel monitor
 - b. Desktop-based steering wheel, turn signals, and automatic transmission control
 - c. Brake and accelerator pedals
 - d. Joystick for pedestrian movement
5. The auxiliary driving simulator station shall be configured to include and resemble the following vehicles:
 - a. Standard 40' Gillig, Hybrid and Electric, New Flyer 60 foot articulated, New Flyer Electric.
 - b. Paratransit Ford E450
 - c. Ambulance
 - d. SUV type vehicle
 - e. Taxi Cab
 - f. Unmarked Sedan Car
 - g. Motorcycle
 - h. Bicycle



6. The Auxiliary Driving Simulator Station shall be configured to include and resemble the following pedestrians:
 - a. Adult Man
 - b. Adult Woman
 - c. Adult with stroller
 - d. Construction Worker
 - e. Police Officer
 - f. Fire Fighter
 - g. Paramedic
 - h. Person using wheelchair/scooter
 - i. Child

Stand-Alone Viewing Station

1. The Simulator System shall include a Stand-Alone Viewing Station to allow observers to follow the actions of the trainee while using the Simulator System.
2. The Viewing Station shall consist of one (1) 70-inch ultra-high-definition flat panel monitor. The Contractor shall propose a mounting location within the Training Room or a rolling monitor stand.
3. The Viewing Station shall allow any of the following views of real time or recorded training exercises, configurable by the Instructor Operator Station:
 - a. Fixed overhead view
 - b. Driver forward field of view
 - c. CCTV camera view
 - d. Custom view (changeable side or overhead vantage point)
 - e. Response Simulator playback

Simulated Vehicle Types

- a. The Simulator System shall accurately replicate the following vehicle types and provide realistic interaction with the simulated training environment:
- b. Gillig 35' & 40' Diesel and Electric



c. Paratransit E-450 22' Senator

2. The interiors of the selected vehicle types shall be replicated on any screen display system showing the interior.

3. The simulated vehicle types shall respond to user inputs through the system and provide an accurate representation of all vehicle sub systems and components, including:

- a. Steering
- b. Engine performance, acceleration and deceleration based on Diesel propulsion
- c. Suspension
- d. Turning radius
- e. Vehicle weight
- f. Braking performance
- g. Tire adhesion
- h. Transmission performance and control
- i. Aerodynamic properties
- j. Electrical systems including lights and turn signals
- k. Diesel exhaust fluid system lockout/warning
- l. Bicycle Racks

Training Environments

1. The three training environments shall be:

- a. Downtown/urban-type
- b. Suburban/rural-type
- c. Safety/practice

2. The downtown/urban training environment shall provide an accurate representation of driving conditions in a built-up urban area. The Urban training environment shall include the following simulated components and characteristics:

- a. Heavy vehicle and pedestrian traffic conditions
- b. Frequent controlled intersections



- c. Frequent bus stops
 - d. High concentration of buildings
 - e. Construction zones with lane reductions
 - f. Cyclists
 - g. Multi-lane roads with side curbs and center medians
 - h. Parked cars on both sides
 - i. Intersections including 3 way & 4 way, various lane configurations
 - j. Expressway overpass style on/off ramps and bridges
 - k. Rail level crossings
 - l. Two lane roundabouts
3. The suburban/rural training environment shall provide an accurate representation of driving conditions in a suburban area.
- a. Medium to heavy vehicle traffic conditions
 - b. Light to medium pedestrian traffic conditions
 - c. Wider intersection spacing
 - d. Less frequent bus stops
 - e. Lower density buildings
 - f. Industrial parks
 - g. School Zones
 - h. Parks
 - i. Residential neighborhoods
 - j. Shopping malls
 - k. Controlled and uncontrolled intersections
 - l. Construction zones with lane reductions
 - m. Cyclists
 - n. Multi-lane highways with light to heavy traffic conditions and entrance and exit ramps



- o. Varying speed limits on highways
 - p. Multi-lane roads with side curbs and center medians
 - q. Parked cars on both sides
 - r. Intersections including 3 way and 4 way lane configurations.
 - s. Expressway overpass style on/off ramps and bridges
 - t. Rail level crossings
 - u. Winding roads
 - v. Two-lane roads with side ditches
 - w. Rural obstacles such as guideposts and mail boxes
 - x. Gravel road shoulder
4. The safety/practice training environment shall be composed of, at minimum, an open paved area allowing for a configurable pylon, cones, and poles to layout to practice vehicle maneuverability skills, this includes:
- a. Serpentine formation
 - b. Offset
 - c. Diminishing clearance

Traffic Conditions

1. The Simulator System training environment shall allow the ability to dynamically adjust traffic conditions using the Instructor Operator Station.
2. The Simulator System training environment shall allow the ability to dynamically adjust traffic behavior from “normal” to “aggressive” and vice versa. This should affect how vehicles and pedestrians obey traffic signals, pedestrian signals, speed limits, acceleration/deceleration, jaywalking tendencies, and lane changes accordingly.
3. Pedestrians shall behave in an autonomous fashion and react to the trainee and / or instructor vehicles in a realistic manner which includes:
 - a. Walking along sidewalks and crossing streets
 - b. Populate transit stops
 - c. Flag transit vehicles to stop from inside the vehicle and outside the vehicle
 - d. Boarding and alighting vehicles



- e. Run to catch a bus
- 4. The instructor Operator Station shall have the ability to trigger a passenger request to board the vehicle.
- 5. The Simulator System shall provide the ability to control the movements of a single Auxiliary vehicle or pedestrian within the training environment.

Transit Vehicle Conditions

- a. The Simulator System shall provide the ability to dynamically initiate vehicle malfunctions and react accordingly. Malfunctions shall include but not be limited to the following:
 - b. Tire Failure
 - c. Tire Blowout
 - d. Brake Failure
 - e. Engine Overheat
 - f. Oil Pressure Drop
 - g. Check Engine Light
 - h. Fuel Leak
 - i. Fires
 - j. Loose Lug Nuts
 - k. Loss of Engine Power
 - l. Emergency Interlock
 - m. Coolant Leak
 - n. Low Alternator
 - o. Hot transmission
 - p. Engine stall
 - q. Traffic events
 - r. Clear vehicle damage
 - s. Passenger stop request



2. All malfunctions shall be displayed correspondingly in the Simulator System Driver Cab console and screens, as applicable.
3. The Simulator System shall provide the ability to place trainee vehicles “in-service” or “out of service” which will require trainees to pick up and drop off passengers accordingly at bus stops.
4. All malfunctions listed shall be available for use from the wireless instructor tablet.

Training

1. The Contractor shall be responsible for training Agency-designated personnel according to the requirements specified herein. Operations and Maintenance Training shall be for Mountain Line Transit lead instructors and not to exceed 10 personnel.
 - a. The Contractor shall provide scenario editing training to Mountain Line Transit lead instructors and not to exceed 3 personnel.
2. The Contractor shall outline the cost of stand-alone refresher trainings that cover Operations and Maintenance, Scenario Editing or an outline provided by Mountain Line Transit. The training shall take place over the course of 3-days.
3. Training shall take place at Mountain Line training facilities.
4. Instruction shall cover equipment familiarization and systems operation. The minimum training is that which is necessary to bring those employees designated to the level of proficiency required for performing their respective duties.
5. The Contractor shall provide experienced and qualified instructors to conduct all training sessions. The Contractor is responsible for ensuring that the instructors teaching these courses are not only familiar with technical information but are able to utilize proper methods of instruction, training aids, audio visuals and other materials to provide for effective training.
6. The Contractor shall provide Instructional materials consisting of applicable equipment operation and maintenance manuals. All training materials are to become the property of Mountain Line at the conclusion of training.
7. The contractor shall provide additional training sessions at the contract price per session.
8. The following summarizes the minimum training that shall be provided. The contractor shall propose a training program that outlines the topics covered for each item listed below. Training for both items can take place consecutively:
 - a. Operation and Maintenance Training
 - b. Scenario Building/Editing Training



Testing

1. The Contractor shall submit a Test Plan that outlines the criteria for test initiation, procedure for dealing with test failures and retests, and the test schedule.
2. The Contractor shall submit test descriptions, procedures and expected results for the following tests at least four (4) weeks prior to the testing date:
 - a. Factory Acceptance Test (FAT)
 - b. Final System Acceptance

Factory Acceptance Testing (FAT)

1. Factory Acceptance Testing shall be performed to ensure that the supplied and developed components meet all functional and environmental requirements and specifications.
2. Factory Acceptance Tests shall be performed prior to onsite installation.
3. Factory Acceptance Testing (FAT) shall be completed on the software to confirm that the required functionality can be delivered by the software before it leaves the factory environment. For commercial off-the-shelf products, the FAT may be replaced by stamped quality testing documents.
4. The FAT on the software shall confirm, in a controlled environment, that the required functions are delivered. Each requirement listed in the specification shall be tested where possible; if it cannot be tested compliance shall be proven by corresponding written documentation or certificates.
5. After installation, the contractor shall perform a final systems acceptance test with Mountain Line.

General Documentation Requirements

1. The manuals shall be complete, accurate, and contain only that information that pertains to the system installed.
2. All pages of the documentation shall carry a title, version number and issue date. The Contractor shall be responsible for fully coordinating and cross-referencing all interfaces and areas associated with interconnecting equipment and systems.
3. Documentation shall require re-issues if any change or modification is made to the equipment proposed to be supplied. The Contractor may re-issue individual sheets or portions of the documentation that are affected by the change or modification. Each re-issue or revision shall carry the same title as the original, with a change in version number and issue date.

Training Manuals

1. Training manuals shall be provided for each training participant.
2. The manuals shall provide information on all the topics covered during each of the training sessions and include exercises and screen captures.
3. The Training Manual shall include space for the users to take notes during the training sessions.



4. The Training Manuals shall be provided at the initiation of each training session.

Operation and Maintenance Documentation

1. The Operation and Maintenance documentation will be comprised of the Operation and Maintenance (O&M) manuals.
2. The O&M documentation shall be submitted to Mountain Line Transit or its representative prior to FAT testing. The Contractor shall deliver fifteen (15) complete sets of O&M manuals.
3. The O&M manuals shall be a detailed presentation and shall include illustrations where applicable. For each unit, it shall include, but shall not be limited to:
 - a. General description
 - b. Functional descriptions
 - c. Operating Instructions
 - d. Maintenance and repair procedures
 - e. Test Procedures

Warranty and Support

1. The Contractor shall be the warrantor of all system components, notwithstanding any manufacturer's warranties whether written or implied.
2. The Contractor shall provide a 1-year factory warranty covering all system components from the date of Final System Acceptance. The warranty shall cover any defects, failures, or malfunctions in materials and workmanship for all system components.
3. The Contractor shall offer an extended warranty to cover a period of 3 Years from the date of Factory Warranty expiration.
4. The Contractor shall provide all labor, parts, transportation, expenses, testing equipment, software, and incidentals necessary to provide warranty and support for all elements of the system.
5. The warranty shall include the following support services, to be provided by the Contractor:
 - a. 8am to 5pm EST, Monday through Friday toll free telephone technical support line.
 - b. Maximum of three (3) business day on-site response time for issues that can't be resolved or repaired over the phone
 - c. On-site troubleshooting, removal, replacement, repair, re-configuration and testing as required to maintain the system in good operating condition.



6. The vendor will provide preventive maintenance visits on an ongoing basis for the entire duration of warranty and service agreements as required to maintain the system in good operating condition.
7. There shall be no repair cost applied to Agency for warranted equipment, over the warranty period, unless there is reasonable evidence of damage due to misuse, negligence, improper operation or handling, or willful attack. This shall include all equipment, software, and services performed by the Contractor or any of their sub- contractors.
8. Proponents shall include a list of support services or items not covered under warranty.

SECTION VI – RESPONSE CONTENTS

1. Required Response Contents in addition to Attachments: The Response shall include:

- A. A transmittal/cover letter (not included in page count) that introduces the Firm, confirms that all elements of the RFP have been read and understood, and summarizes your interest in the work. The transmittal letter shall be one-page maximum and signed by an individual authorized to bind the Firm contractually. Acknowledgement that the firm is agreeable to engaging with Mountain Line and has read and accepted the contractual language indicated in Mountain Line professional consultant agreement.
- B. Executive Summary (included in page count of 18 pages) providing a summary illustrating the team’s capabilities, experience with similar projects, qualifications, and unique attributes.
- C. Relevant Experience and Performance (included in page count). Provide no more than five (5) examples of similar projects for transit systems of similar size and scope completed in the last five years. For each comparable project identified, provide:
 1. Description of project including, but not limited to unique aspects/learnings/creative outcomes and relevance to Mountain Line Project
 2. Project duration
 3. Role of the Respondent and Deliverables
 4. Respondent’s partnering efforts and successes
 5. Owner’s reference information (name, title, telephone number and email)
- D. Project Team: Qualifications and experience of the individuals directly involved with the project.
 1. Provide an overview of the team (included in page count) that includes:
 - a. A general description of the Respondent and/ or Team, including the Legal Organization of the proposed team.



- b. Summaries of the key skills and contributions of each team member to this work. Explain the role of all anticipated professional disciplines that you will require during the duration of this project.
 - c. Home office locations of key staff, length of time with Respondent.
 - d. A description of how the Respondent will ensure that a qualified team would be continuously available and managed for the duration of this project.
 - e. Documentation of where individuals on the proposed project team for this project have successfully worked together previously in completing the projects described in the Relevant Experience section.
 2. Provide an organization chart, including any consultants (one (1) page included in page count)
 3. Provide key staff one (1) page resumes (not included in page count)
 4. Identify any contract or subcontract held by the Respondent or officers of the Respondent, which has been terminated within the last five years. Identify any claims arising from a contract resulting in litigation or arbitration within the last three years. Briefly describe the circumstances and the outcomes.
- E. Project Approach (included in page count).
 1. Describe:
 - a. The Team's philosophy and approach to the project
 - b. How the team will approach this initiative
 - c. Any significant challenges the Team would anticipate in delivery of this project
 - d. Any innovation or best practices that could be implemented to improve the deliverables or approach for Mountain Line in the future
 - e. The Team's competitive advantages and why they would be the best team to partner with Mountain Line on this high priority project
 2. Provide a high-level work plan that shows inputs/outputs, milestones, method of documentation and data reporting, along with a listing of the Respondents' Deliverables.
- F. Index tabs may contain photographs if there is no other identifying information contained thereon with respect to the photographs. If any photographs are included and identifiable as to their respective project the index tabs will be counted as a page and included in the page count.
2. **Required Attachments:** The following Attachments must be included in the Response and unless otherwise indicated, are not included in the page count:



- 1 Authorization to Submit Response and Required Certifications.....
- 2 Addendum Acknowledgement
- 3 Organizational Information
- 4 Key Personnel Information
- 5 Firm and Key Personnel Licenses/Registrations
- 6 Past Performance Survey Form
- 7 Proprietary and/or Confidential Information
- 8 Vendor Registration Form/Taxpayer I.D. Number.....
- 9 Current W9.....
- 10 Legal Worker Certification
- 11 Non-Collusion Affidavit
- 12 Conflict of Interest Certification.....
- 13 Anti-Lobbying Certification.....
- 14 Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters Certification
- 15 No Israel Boycott Certification
- 16 No Forced Labor of Ethnic Uyghurs Certification
- 17 Buy America
- 18 Build America
- 19 Procurement of Recovered Materials.....
- 20 Prohibition on certain Telecommunication and Video Surveillance Services or Equipment
- 21 Rights to Inventions Made Under a Contract or Agreement.....
- 22 Insurance Requirements Acknowledgement.....
- 23 Davis Bacon Wage Determination Compliance Certification
- 24 Proposal Pricing.....
- 25 Exceptions to RFP Requirements and/or Contract Provisions.....

3. **Other Forms/Attachments:** All other forms and attachments provided are for reference only and do not need to be included in the Response.

SECTION VII – EVALUATION

1. **Most Advantageous to Mountain Line:** Pursuant to Mountain Line Purchasing Policy, evaluation of Responses and award of the Contract will be made with reasonable promptness to the Respondent whose Response best conforms to the Scope of Services and will be most advantageous to Mountain Line with respect to price, qualifications, conformity to Scope of Services and other factors.

2. **Mandatory Compliance:** This is a compliance section and carries no evaluation points. Respondents must meet minimum criteria as specified to receive further consideration.

A. Professional Standing

- 1) The Arizona Corporation Commission shall properly have certified the Respondent for corporation and limited liability companies.
- 2) The lead professional must be properly registered, licensed and certified at the time of submission, if required.
- 3) The Proposer has seven (7) years of experience in providing bus driving simulators.



- 4) The Proposer has seven (7) years of experience in the delivery, set-up and maintenance of bus driving simulators, and maintenance of the associated software.
- 5) The Proposer has successfully implemented the proposed bus driving simulators for at least five (5) clients, all of which are public transit agencies.

B. Financial Stability

1. Respondents must demonstrate the availability of resources and financial capability required to complete the Services.
2. Copies of audited financial statements are not required with the Submittal. Prior to the final selection, Mountain Line reserves the right to require a Respondent to provide a copy of the Respondent's financial statements for the previous two fiscal years.
3. Mountain Line reserves the right to make such additional investigations as it deems necessary to establish the competence and financial stability of any Respondent submitting a Response.

3. Evaluation Criteria for Responses and Scoring: This is an evaluation section which establishes criteria and the associated total potential points for each category.

Max points * Quality Level = Score

Evaluation Factors	Max Points	Quality Level	Score
Responsiveness to Mountain Line Transit Functional Requirements	15		
Quality of Equipment	20		
Geo-specific database project plan	15		
Warranty, Service support and Maintenance Objective	15		
Past Performance Survey (3 minimum)	15		
Price	20		
TOTAL POSSIBLE			100

Quality Level will be based on the following scoring method:

Quality Level	Points	Description
Excellent	100%	Meets all requirements.
Good	75%	Meets all requirements; strengths and weaknesses, if any, tend to offset one another equally.



Fair	50%	Does not meet all requirements; strengths and weaknesses do not offset one another equally.
Poor	25%	Serious doubt exists about ability to meet needs but may be sufficient; significant weaknesses without offsetting strengths.
Deficient	0	Will not meet minimum needs.

4. Response Evaluation Process:

- A. Selection Committee: An appropriately qualified Selection Committee shall evaluate the responses and performance data that are submitted in response to the RFP for the proposed contract.
- 1) The Selection Committee will evaluate the Responses submitted in response to this RFP. The evaluation will be to determine the qualifications of each Respondent to perform the Services under this RFP based on the selection criteria listed herein.
 - 2) In making its determination, the Selection Committee will evaluate the Response, client references, interviews (for Respondents on the short-list only), and additional information received or obtained by the Selection Committee. The Committee may request or obtain additional information at any time during the selection process through interviews, presentations, correspondence, and visitation of completed projects or otherwise.
 - 3) During the selection process, Mountain Line will evaluate each Response to determine which Respondent (if any) is best qualified to perform the required Services and can provide the experience specified in this RFP.
- B. Short List: In order of preference, based on criteria established by the Selection Committee and included in the RFP, a short list of no more than three (3) Respondents deemed to be the most qualified to provide the Services by the Selection Committee will be established. Notwithstanding the presumptive limit of three (3) Respondents on the short list, in the event that the scores for more than three of the highest scoring Responses are within ten percent (10%) of one another, the short list will be comprised of all such Respondents.
- C. Team Oral Presentation/Interview: The Selection Committee will interview each Respondent on the short list so that they may present their credentials, comparable past work, and any ideas they wish to share with the Selection Committee.
- 1) A letter invitation will be sent via email to each interviewed Respondent with the specific evaluation and scoring criteria along with the time, date and location of the interview; Respondents who are invited to attend the interview will not be given access to the conference room prior to the interview.
 - 2) The order in which the Respondents appear before the Selection Committee will be determined by lottery.
 - 3) The team will have thirty (30) minutes to present to the Selection Committee their firm's qualifications. The roundtable discussion will last sixty (60) minutes for questions and discussion between the Committee and the Respondent. It is the responsibility of the



Selection Committee to develop an agenda for this part of the interview. The time limits will be strictly enforced.

- 4) No more than six (6) representatives of the Respondent's team may be present (this includes presentation operators if needed). The prospective key personnel for the Project must be present. Only the individuals proposed for the project team are allowed. Individuals other than the project team will not be allowed in the interviews; absolutely no exceptions.
- D. Shortlisted Respondents Evaluation: The Evaluation Committee will evaluate finalist Respondents after the oral presentations/interviews based on the criteria described below. Mountain Line reserves the right to request additional information from Respondents prior to final selection, and to consider information about the Respondents other than that submitted in the Response.
- 1) Finalist Respondents Team Interview (Maximum 40 Points): Mountain Line may provide interview questions in advance to Respondents. Mountain Line' Selection Committee will evaluate interviews based on the team's responses to questions, ability to effectively communicate, and the Committee's assessment of the team's ability to work successfully with each other and Mountain Line staff. Mountain Line may also ask Respondents to submit written responses to some questions in advance of the interviews.
 - 2) Strategic Fit (Maximum 60 Points): Mountain Line will evaluate proposed solutions based on overall best fit with Mountain Line goals and objectives. The Committee will consider solution simplicity, overall alignment with the requirements set forth in the RFP, as well as compliance with contract terms and conditions and any and all additional findings from Mountain Line' due diligence process.
- E. Ranking: After the interviews the Selection Committee will select the three (3) Respondents deemed to be the most qualified to provide the Services stated herein and will rank the three (3) selected Respondents in order of preference.
- F. Negotiation: Mountain Line shall enter into negotiations for a contract with the highest qualified Respondent on the short list for the Services. The negotiations shall include consideration of compensation and other contract terms that Mountain Line determines to be fair and reasonable. In making this decision, Mountain Line shall take into account the estimated value, the scope, the complexity, and the nature of the Services to be rendered.
- 1) If negotiations are successful, Mountain Line will request approval from Mountain Line Board of Directors to execute Mountain Line' standard contract for the Services.
 - 2) If Mountain Line is unable to negotiate a satisfactory agreement with the highest-ranked Respondent, at a price and with terms which Mountain Line determines to be fair and reasonable, negotiations with that Respondent will be formally terminated.
 - 3) Mountain Line may then undertake negotiations with the next highest-ranked Respondent in sequence until an agreement is reached or determine to reject all Submittals and re-solicit the RFP or use another selection process that Mountain Line deems prudent.

Respondents that are unable to accommodate Mountain Line regarding acceptable fees and/or costs will not be allowed an opportunity to resubmit fees and/or costs once they have been released from negotiations.



5. Notice of Intent to Award: The next step will be for Mountain Line to issue a Notice of Intent to Award, and if applicable notices of the intent not to award at all or to some Respondents. Mountain Line reserves the right to cancel this RFP, to reject any or all Responses, and to waive or decline to waive any irregularities in any submitted Responses, or to withhold the award for any reason it may determine in the best interest of Mountain Line.

6. Delivery of Insurance Policies or Certificates and Execution of Contract Documents: Within ten (10) days of receipt of notice of intent to award, the successful Respondent shall deliver to Mountain Line the required insurance policies or certificates in a form satisfactory to Mountain Line. Policies or Certificates must reference Mountain Line Project Number and Mountain Line Project Name with the original submission and with each and every updated submission thereafter. Failure to do so may result in rejection of the successful Respondent's Response and withdrawal of the Notice of Intent to Award. Promptly after Mountain Line receives satisfactory insurance policies or certificates Mountain Line will deliver to the successful Respondent two (2) duplicated originals of the form of contract documents to be executed by the successful Respondent. The successful Respondent shall execute and return to Mountain Line System all copies of the contract documents within ten (10) days after receipt of the contract documents. Failure to return the executed copies of the contract documents may result in rejection of the successful Respondent's Response and withdrawal of the Notice of Intent to Award.

7. Changes in Respondent Organization: In order for a Respondent to remain qualified for award under this RFP after it has been shortlisted, unless otherwise approved in writing by Mountain Line, the Respondent's organization as identified in its Response must remain intact for the duration of the procurement process. If a Respondent wishes to make changes in the Respondent Team Members or Key Personnel identified in its Response, including, without limitation, additions, deletions, reorganizations and/or role changes, the Respondent shall submit to Mountain Line a written request for approval of the change. Any such request shall be addressed to Mountain Line's designated point-of-contact for this RFP. If a request is made from a Respondent to allow the deletion or role change of any Respondent Team Member or Key Personnel identified in its Response, the Respondent shall submit such information as may be required by Mountain Line to demonstrate that the changed Team Member meets the RFP criteria. Mountain Line is under no obligation to approve such requests and may approve or disapprove an entire request, or any portion of a request, in its sole discretion.

SECTION VII: AWARD

This is a one-step competition. The successful Respondent, if any, will be selected and recommended by the Selection Committee to the appropriate Mountain Line Officer and/or Mountain Line Board of Directors for Award. Any Contract resulting from this RFP will be awarded consistent with the appropriate Mountain Line authority as approved by the Board of Directors, Mountain Line's Purchasing Policy and requirements, and applicable statutes. No contract shall exist until the final written Contract is properly and formally approved for Award and fully executed by the Respondent and the properly authorized Mountain Line signatory.



ATTACHMENT 1: AUTHORIZATION TO SUBMIT RESPONSE AND REQUIRED CERTIFICATIONS

By signing below, the Respondent hereby certifies that:

- They have read, understand, and agree that acceptance by Mountain Line of the Respondent's Response by the award and execution of a contract will create a binding contract; and
- They agree to fully comply with all terms and conditions as set forth in Mountain Line's Purchasing Policy and General Conditions, and amendments thereto, together with the specifications and other documentary forms herewith made a part of this specific procurement;
- The person signing the Response certifies that he/she is the person in the Respondent's organization responsible for, or authorized to make, decisions.
- The Respondent is a corporation or other legal entity.
- No attempt has been made or will be made by the Respondent to induce any other Respondents or person to submit or not to submit a Response in response to this RFP.
- The price (if any) and terms and conditions in this Response are valid for 180 days from the date of submission.

(Firm)

(Address)

(Signature Required)

(Phone)

(Print Name)

(Email)

(Print Title)

(Federal Taxpayer ID Number)

(Date)



ATTACHMENT 2: ADDENDUM ACKNOWLEDGMENT

Receipt by the undersigned of the following addenda is hereby acknowledged:

Addendum Number: 1 Dated:_____

Addendum Number: 2 Dated:_____

Addendum Number: 3 Dated:_____

Addendum Number: 4 Dated:_____

Addendum Number: 5 Dated:_____

Addendum Number: 6 Dated:_____

_____ (Firm)	_____ (Address)
_____ (Signature Required)	_____ (Phone)
_____ (Print Name)	_____ (Email)
_____ (Print Title)	_____ (Federal Taxpayer ID Number)
_____ (Date)	



ATTACHMENT 3: ORGANIZATIONAL INFORMATION

The Respondent shall use this document to describe the background of its company.

1. Name of Respondent: _____
dba: _____
2. To whom should correspondence regarding this contract be addressed?
Individual's Name: _____
Company Name: _____
Address: _____
City/State/Zip: _____
Phone: _____ Fax: _____ Email address: _____
Contact Person (if different from above): _____
3. Date business was established: _____
4. Ownership (e.g., public company, partnership, subsidiary): _____
5. Primary line of business: _____
6. Total number of employees: _____
7. Is your agency acting as the administrative agent for any other agency or organization?
If yes, describe the relationship in both legal and functional aspects.

8. Does the organization have any uncorrected audit exceptions? _____
If yes, please explain.

9. Has any state or federal agency ever made a finding of non-compliance with any relevant civil rights requirement with respect to your program? _____
If yes, please explain.

10. Have there ever been any felony convictions of any key personnel (i.e., Administrator, CEO, Financial Officers, major stockholders or those with controlling interest)? _____
If yes, please explain:



11. Has anyone in your organization, or has your organization, ever been restricted or, in any way sanctioned, or excluded from participation in any governmentally funded healthcare programs including, but not limited to, Medicare or Medicaid/AHCCCS? _____
If yes, please explain.
-



ATTACHMENT 4: KEY PERSONNEL INFORMATION

Provide Information below for each key person to be involved in providing the Services. This format must be used for resumes and representative projects. List LEED certification after the individual's name, where applicable.

1. Name (Include LEED Certification, if Applicable):
2. Role in this Contract:
3. Years of Experience - Total:
4. Years of Experience - With Current Firm:
5. Firm Name and Location (*City and State*):
6. Education (*Degree and Specialization*):
7. Current Professional Registration (*State and Discipline*):
8. Other Professional Qualifications (*Publications, Organizations, Training, Awards, Etc.*):
9. Representative Projects. Projects should have been begun or completed within the last five (5) years. For each project, include the following information:
 - A. Relevant Project - Title and Location (City and State):
 - B. Relevant Project - Year Completed - Professional Services:
 - C. Relevant Project - Year Completed or Expected to be Completed:
 - D. Relevant Project - Brief Description of Scope, Size, Cost Etc. and Specific Role:
 - E. Relevant Project - Brief Description and if Project was Performed with Current Firm:



ATTACHMENT 5: FIRM AND KEY PERSONNEL LICENSES/REGISTRATIONS

(List Only Arizona Professional Licenses/Registrations for Firm)

Firm Name: _____

Firm Licenses/Registrations: _____

List your Firm's current individual Arizona Professional Licenses Only:

Arizona Branch	Individual	Discipline	Arizona Licenses/Board of Technical Registration	Expiration Date



Attachment 6: Past Performance Survey
RFP 2024-170, Transit Bus Driving Simulator System

Past Performance Survey of: _____
(Name of Company Being Surveyed)

Northern Arizona Intergovernmental Public Transportation Authority, Mountain Line, collects past performance information (on firms as well as key personnel) to assist in procuring/awarding projects based on value. The firm/individual listed above has listed you as a reference for a past project they have completed. We would greatly appreciate it if you would take a few moments to complete this survey.

The first half of the survey contains open-ended questions that help us to better understand your working relationship with the individual or firm. The second section of the survey asks for you to rate the individual or firm in several areas based on your past experience.

Client Name: _____ Date Completed: _____
Project Name: _____

Section 1: Working Relationship Questions

Please describe your relationship with the firm or individual (types of projects etc.):
(Please feel free to add a document or attachment if there is not enough space below.)

What did you like best about this company or individual? (Please feel free to add a document or attachment if there is not enough space below.)

Did you experience any problems with this company or individual? If so, please describe the situation. Was the problem resolved to your satisfaction? (Please feel free to add a document or attachment if there is not enough space below.)



Section 2: Rating Criteria:

Please rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the company / individual again) and 1 representing that you were very unsatisfied (and would never hire the company / individual again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, please leave it blank.

NO.	CRITERIA	UNIT	RATING
1	How satisfied were you with how this vendor met your expectations for cost of services rendered?	(1-10)	
2	How satisfied were you with the vendor's ability to effectively communicate with you during the planning?	(1-10)	
3	What is your overall rating of the training materials used by the individual / vendor?	(1-10)	
4	How satisfied were you with the vendor's ability to meet your overall expectations?	(1-10)	
5	Rate your likeliness to contract with this firm/individual again.	(1-10)	

Please provide your phone number and email information for any follow up questions that we might have

Date: _____

Email: _____

Telephone: _____

Printed Name and Title of Evaluator: _____

Signature: _____

Address of Agency: _____

Thank you for your time and effort in assisting the Mountain Line in this important endeavor.

Please email the completed survey to: purchasing@mountainline.az.gov



ATTACHMENT 7: PROPRIETARY AND/OR CONFIDENTIAL INFORMATION

In accordance with Arizona's Public Records Act, Title 39 Chapter 1 of the Arizona Revised Statutes, Respondent is advised that any documents it provides to Mountain Line in response to a solicitation will be available to the public if a proper Public Records Request is made, except that Mountain Line is not required to disclose or make available any record or other matter that reveals proprietary information provided to Mountain Line by a Respondent that is from a non-governmental source. See A.R.S. § 48-5541.01(M)(4)(b). Any specific documents or information that the Firm deems to be proprietary and/or confidential must be clearly identified as such in the firm along with justification for its proprietary and/or confidential status. The Firm may not claim that the entire Response or the entire submission is proprietary and/or confidential. It is the Firm's responsibility to clearly identify each document and each piece of information in their submission that is proprietary and/or confidential. The final determination of nondisclosure, however, rests with the Procurement Officer. Firms should be aware that if a Court determines that the Firms information is not proprietary and/or confidential; Mountain Line will be required to disclose such information pursuant to a public records request. In such cases, the firm understands and agrees that Mountain Line shall comply with the Court's determination and Respondent shall not hold Mountain Line liable for any costs, damages or claims whatsoever related to releasing the information.

This is the only notice that will be given to Respondents regarding the Firm's responsibility to clearly identify its proprietary and/or confidential information. If a public records request is submitted to Mountain Line and the Respondent did not clearly identify its proprietary and/or confidential information at the time their Response is submitted, Mountain Line will not provide Firm with any subsequent notice or opportunity to identify proprietary and/or confidential documents or information.

I hereby certify that I acknowledge acceptance of the terms above and that I have:

- Determined that no documents or information contained within this Response are proprietary and/or confidential in nature.
- Clearly identified specific documents or information that are deemed to be proprietary and/or confidential and have justified the reason for the proprietary status of any identified documents or information contained herein.

(Firm)

(Address)

(Signature Required)

(Phone)

(Print Name)

(Email)

(Print Title)

(Federal Taxpayer ID Number)



ATTACHMENT 8: VENDOR REGISTRATION FORM

Contact Name: _____

Agency/Company Name: _____

Phone Number _____ Email Address: _____

Address: _____

Description of Service: _____

Certified Disadvantaged Business Enterprise? Y___ N___

Tax Identification Number: _____



**Attachment 9: CURRENT W9
Document on next page**



Form **W-9**
(Rev. November 2005)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See specific instructions on page 2.	Name (as shown on your income tax return)	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								

or

Employer identification number								

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here	Signature of U.S. person ▶	Date ▶

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,



ATTACHMENT 10: LEGAL WORKER CERTIFICATION

In accordance with A.R.S. § 41-4401, Mountain Line is prohibited from awarding a contract to any Professional who fails, or whose consultants fail, to comply with A.R.S. § 23-214(A). The undersigned entity warrants that it complies fully with all federal immigration laws and regulations that relate to its employees, that it shall verify, through the employment verification pilot program as jointly administered by the U.S. Department of Homeland Security and the Social Security Administration or any of its successor programs, the employment eligibility of each employee hired after December 31, 2007, and that it shall require its consultants and sub-consultants to provide the same warranties to the below entity.

The undersigned acknowledges that a breach of this warranty by the below entity or by any consultant or sub-consultant under any Contract resulting from this solicitation shall be deemed a material breach of the Contract, and is grounds for penalties, including termination of the Contract, by Mountain Line. Mountain Line retains the right to inspect the records of the below Respondent, consultants, and sub-consultants employees who performs work under the Contract, and to conduct random verification of the employment records of the below entity and any consultants and sub-consultants who works on the Contract, to ensure that the below entity and each consultant and sub-consultant is complying with the warranties set forth above.

(Firm)

(Address)

(Signature Required)

(Phone)

(Print Name)

(Email)

(Print Title)

(Federal Taxpayer ID Number)

(Date)



ATTACHMENT 12: CONFLICT OF INTEREST CERTIFICATION

The undersigned certifies that to the best of their/her knowledge: **(check only one)**

- () There is no officer or employee of Northern Arizona Intergovernmental Public Transportation Authority who has or whose relative has a substantial interest in any contract resulting from this request.
- () The names of any and all public officers or employees of Northern Arizona Intergovernmental Public Transportation Authority who has or whose relative has a substantial interest in any contract resulting from this request, and the nature of the substantial interest, are included below or as an attachment to this certification.

_____	_____
(Firm)	(Address)
_____	_____
(Signature Required)	(Phone)
_____	_____
(Print Name)	(Email)
_____	_____
(Print Title)	(Federal Taxpayer ID Number)

ATTACHMENT 13: ANTI-LOBBYING CERTIFICATION
Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions

In accordance with the Federal Acquisition Regulation ("FAR"), 52.203-11:

- (a) The definitions and prohibitions contained in the clause, at FAR 52.203-12, Limitation on Payments to Influence Certain Federal Transactions, included in this solicitation, are hereby incorporated by reference in paragraph (b) of this certification.
- (b) The offeror, by signing its offer, hereby certifies to the best of their or her knowledge and belief that on or after December 23, 1989:
 - (1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on their or her behalf in connection with the awarding of this contract;
 - (2) If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on their or her behalf in connection with this solicitation, the offeror shall complete and submit, with its offer, OMB standard form LLL, Disclosure of Lobbying Activities, to the Contracting Officer; and
 - (3) He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.
- (c) Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, Title 31, United States Code. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

(Firm)	(Address)
(Signature Required)	(Phone)
(Print Name)	(Email)
(Print Title)	(Federal Taxpayer ID Number)
(Date)	



ATTACHMENT 14: DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS CERTIFICATION

In accordance with the Federal Acquisition Regulation, 52.209-5:

1. The Offeror certifies, to the best of its knowledge and belief, that:
 - A. The Offeror and/or any of its Principals:
 - (i) (Check one) **are** () or **are not** () presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency; (The debarred list (List of Parties Excluded from Federal Procurement and Non-Procurement Programs) is at <http://epls.arnet.gov> on the Web.)
 - (ii) (Check one) **have** () or **have not** (), within a three-year period preceding this offer, 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) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and
 - (iii) (Check one) **are** () or **are not** () presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.
 - B. The Offeror (Check one) **has** () or **has not** (), within a three-year period preceding this Response, had one or more contracts terminated for default by any Federal agency.
2. "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).
3. This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.
4. The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror non-responsible.
6. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
7. The certification in paragraph 1 above is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Respondent knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the



Contracting Officer may terminate the contract resulting from this solicitation for default.

(Firm)

(Address)

(Signature Required)

(Phone)

(Print Name)

(Email)

(Print Title)

(Federal Taxpayer ID Number)

(Date)



**ATTACHMENT 15
NO ISRAEL BOYCOTT CERTIFICATION**

In accordance with A.R.S. § 35-393, Mountain Line is prohibited from awarding a contract to any Professional who fails, or whose consultants fail, to comply with A.R.S. § 35-393. Company hereby certifies to Mountain Line and agrees for the duration of any Contract resulting from this solicitation that:

- A. Company certifies to Mountain Line that it is not currently engaged in and agrees for the duration of the contract not to engage in a boycott of Israel as defined in A.R.S. § 35-393. B. If Company becomes aware during the term of the Contract that Company is not in compliance with the above written certification, Company shall notify Mountain Line within five business days after becoming aware of the noncompliance. If Company does not provide Mountain Line with a written certification that Company has remedied the noncompliance within one hundred eighty days after notifying Mountain Line of the noncompliance, the Contract will terminate, except that if the Contract termination date occurs before the end of the remedy period, the Contract terminates on the Contract termination date.

- B. If Company becomes aware during the term of the Contract that Company is not in compliance with the above written certification, Company shall notify Mountain Line within five business days after becoming aware of the noncompliance. If Company does not provide Mountain Line with a written certification that Company has remedied the noncompliance within one hundred eighty days after notifying Mountain Line of the noncompliance, the Contract will terminate, except that if the Contract termination date occurs before the end of the remedy period, the Contract terminates on the Contract termination date.

Mountain Line retains the right to inspect the records of the below Respondent, consultants, and sub-consultants employees who performs work under the Contract, and to conduct random verification of the employment records of the below entity and any consultants and sub-consultants who works on the Contract, to ensure that the below entity and each consultant and sub-consultant is complying with the warranties set forth above.

(Firm)	(Address)
(Signature Required)	(Phone)
(Print Name)	(Email)
(Print Title)	(Federal Taxpayer ID Number)
(Date)	



**ATTACHMENT 16
NO FORCED LABOR OF ETHNIC UYGHURS CERTIFICATION**

In accordance with A.R.S. § 35-394, Mountain Line is prohibited from awarding a contract to any Professional who fails, or whose consultants fail, to comply with A.R.S. § 35-394. Company hereby certifies to Mountain Line and agrees for the duration of any Contract resulting from this solicitation that:

- A. Company will not use:
 - 1. The forced labor of ethnic Uyghurs in the People's Republic of China.
 - 2. Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
 - 3. Any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

B. If Company becomes aware during the term of the Contract that Company is not in compliance with the above written certification, Company shall notify Mountain Line within five business days after becoming aware of the noncompliance. If Company does not provide Mountain Line with a written certification that Company has remedied the noncompliance within one hundred eighty days after notifying Mountain Line of the noncompliance, the Contract will terminate, except that if the Contract termination date occurs before the end of the remedy period, the Contract terminates on the Contract termination date.

Mountain Line retains the right to inspect the records of the below Respondent, consultants and sub-consultants employee who performs work under the Contract, and to conduct random verification of the employment records of the below entity and any consultants and sub-consultants who works on the Contract, to ensure that the below entity and each consultant and sub-consultant is complying with the warranties set forth above.

_____	_____
(Firm)	(Address)
_____	_____
(Signature Required)	(Phone)
_____	_____
(Print Name)	(Email)
_____	_____
(Print Title)	(Federal Taxpayer ID Number)

(Date)	



ATTACHMENT 17: BUY AMERICA COMPLIANCE CERTIFICATION

§ 661.6 Certification requirements for procurement of steel or manufactured products.

If steel, iron, or manufactured products (as defined in §§ 661.3 and 661.5 of this part) are being procured, the appropriate certificate as set forth below shall be completed and submitted by each bidder or offeror in accordance with the requirement contained in § 661.13(b) of this part.

Certificate of Compliance with Buy America Requirements

The bidder or offeror hereby certifies that it **will** comply with the requirements of 49 U.S.C. 5323(j)(1), and the applicable regulations in 49 CFR part 661.

Date _____

Signature _____

Company _____

Name _____

Title _____

Certificate of Non-Compliance with Buy America Requirements

The bidder or offeror hereby certifies that it **cannot** comply with the requirements of 49 U.S.C. 5323(j), but it may qualify for an exception to the requirement pursuant to 49 U.S.C. 5323(j)(2), as amended, and the applicable regulations in 49 CFR 661.7.

Date _____

Signature _____

Company _____

Name _____

Title _____



ATTACHMENT 18: BUILD AMERICAN COMPLIANCE CERTIFICATION

§ 661.6 Certification requirements for procurement of steel, manufactured products, and construction materials.

FTA requires that all steel, iron, or manufactured products (as defined in §§ 661.3 and 661.5 of this part) that are being procured, the appropriate certificate as set forth below shall be completed and submitted by each bidder or offeror in accordance with the requirement contained in § 661.13(b) of this part.

In addition to FTA’s Buy America Act, the Build America, Buy America Act (BABA) (Public Law 117-58, div. G § 70914(a)) now requires that construction materials used in infrastructure projects are also produced in the United States. The BABA requirement applies to this project, in addition to the Buy America Act, except to the extent a waiver of either requirements may apply.

Certificate of Compliance with Build America, Buy America Requirements

The bidder or offeror hereby certifies that it **will** comply with the requirements of 49 U.S.C. 5323(i)(1), and the applicable regulations in 49 CFR part 661.

Date _____

Signature _____

Company _____

Name _____

Title _____

Certificate of Non-Compliance with Build America, Buy America Requirements

The bidder or offeror hereby certifies that it **cannot** comply with the requirements of 49 U.S.C. 5323(i), but it may qualify for an exception to the requirement pursuant to 49 U.S.C. 5323(i)(2), as amended, and the applicable regulations in 49 CFR 661.7.

Date _____

Signature _____

Company _____

Name _____

Title _____



ATTACHMENT 19: PROCUREMENT OF RECOVERED MATERIALS

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

(Firm)

(Address)

(Signature Required)

(Phone)

(Print Name)

(Email)

(Print Title)

(Federal Taxpayer ID Number)

(Date)



ATTACHMENT 20: PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

(1) Procure or obtain;

(2) Extend or renew a contract to procure or obtain; or

(3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.

(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

(b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

(Firm)

(Address)

(Signature Required)

(Phone)

(Print Name)

(Email)

(Print Title)

(Federal Taxpayer ID Number)



ATTACHMENT 21: RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT

If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

_____	_____
(Firm)	(Address)
_____	_____
(Signature Required)	(Phone)
_____	_____
(Print Name)	(Email)
_____	_____
(Print Title)	(Federal Taxpayer ID Number)

(Date)	



ATTACHMENT 22: INSURANCE REQUIREMENTS

*Any Respondent awarded a contract subsequent to this solicitation will be expected, upon request by Mountain Line, to submit the forms in this **Attachment 17** as a condition of the Contract, in addition to acknowledging the insurance requirements on this **Attachment 17** and submitting this signed **Attachment 17** as part of their Response.*

INSURANCE PROVISIONS AND REQUIRED COVERAGE, TERM AND TERMINATIONS

INSURANCE REQUIREMENTS

- A. Contractor shall obtain and submit to Mountain Line before any Services are performed, certificates from the Contractor's insurance carriers indicating the presence of coverages and limits of liability as set forth in the Contract Documents, but in no event shall the coverages and limits be less than those specified as follows:

1. Workers' Compensation:

Coverage A. Statutory Benefits.

Coverage B. Employer's Liability.

Bodily Injury by accident	\$1,000,000 each accident
Bodily Injury by disease	\$1,000,000 policy limit
Bodily Injury by disease	\$1,000,000 each employee

Coverage must include a Waiver of Subrogation endorsement.

Where applicable, U.S. Longshore and Harbor Workers Compensation Act Endorsement shall be attached to the policy.

2. Commercial Auto Coverage:

Auto Liability limits of \$1,000,000 for each accident, combined Bodily Injury and Property Damage Liability insurance. Certificate to reflect coverage for "Any Auto" or "All Owned, Scheduled, Hired and Non-Owned".

If the Contract Documents require Contractor to remove and haul hazardous waste from the Project site, or if the Project involves such similar environmental exposure, pollution liability coverage equivalent to that provided under the ISO Pollution Liability-Broadened Coverage for Covered Autos Endorsement shall be provided, and the Motor Carrier Act Endorsement (MCS 90) shall be attached.

3. Commercial General Liability:

Each Occurrence Limit	\$1,000,000
Personal Injury/Advertising Injury Limit	\$1,000,000
Products/Completed Operations Aggregate Limit	\$1,000,000
General Aggregate Limit (other than Products/Completed Operations)	\$2,000,000

Coverage must include a Waiver of Subrogation endorsement.



Both policy forms must include:

- i. Premises and Operations coverage with no explosion, collapse or underground damage (XCU) exclusions.
- ii. Products and Completed Operations coverage. Contractor agrees to maintain this coverage for a minimum of 10 years following completion of the Contractor Work and to continue to include Mountain Line as an Additional Insured for the entire 10-year period.
- iii. Blanket contractual coverage for the indemnity/hold harmless agreements assumed in this Subcontract and in the Prime Contract. Any Employee Exclusion will be deleted.
- iv. Broad Form Property Damage coverage, including completed operations or its equivalent.
- v. An endorsement including Mountain Line, each of the Partners, and any other party required to be included as an additional insured under the Contract Documents, and any other parties in interest as Additional Insured(s) under the coverage specified under Comprehensive General Liability or Commercial General Liability. The endorsement shall be on ISO forms CG2010B 11/85 or CG2026 11/85, or equivalent. Additional Insured Endorsements on both ISO forms CG2010 10/01 and CG2037 10/01 are acceptable. ISO forms CG2010A or CG2010B 10/93 and/or 3/97, or their equivalent, ARE NOT ACCEPTABLE. Any form that does not grant additional insured status for both the ongoing operations and products/completed operations coverages IS NOT ACCEPTABLE.
- vi. An endorsement stating: "Such coverage as is afforded by this policy for the benefit of the additional insured(s) is primary and any other coverage maintained by such additional insured(s) shall be non-contributing with the coverage provided under this policy."
- vii. Coverage must be on an "Occurrence" form. "Claims Made" and "Modified Occurrence" forms are not acceptable.
- viii. Coverage to include general aggregate limits on a "per project" basis.

4. Excess Liability:

Umbrella Liability to extend the above liability coverages and limits to reach a total combined limit of:

Each Occurrence	\$5,000,000
Aggregate	\$5,000,000

5. Errors & Omissions Liability

(Applicable any design/engineering services are part of Work)

Per Occurrence	\$3,000,000
Aggregate	\$5,000,000

Any claims made retro-active data shall be clearly shown on the Certificate of Insurance and shall be effective prior to the commencement of any work

Coverage provided must have no exclusion for design-build projects. Designer must provide evidence of coverage for nine (9) years beyond completion of the Project in the form of a renewal insurance policy certificate and/or the purchase of an extended reporting period endorsement should the policy be cancelled or non-renewed



6. Pollution Legal Liability

Per Claim/Aggregate

\$1,000,000

(Applicable as to any pollutants or hazardous waste exposures as part of Work)

Contractor shall maintain insurance covering losses caused by pollution conditions (including mold) that arise from the Work.

7. Other Requirements

- i. All policies must contain an endorsement affording an unqualified thirty (30) days notice of cancellation to the additional insured(s) in the event of cancellation, non-renewal or material reduction in coverage.
- ii. All policies must be written by insurance companies whose rating, in the most recent Best's Rating Guide, is not less than A- VII. All coverage forms must be acceptable to Mountain Line.
- iii. Certificates of Insurance with the required endorsements evidencing the required coverages must be delivered to Mountain Line prior to commencement of any Work. Failure of Mountain Line to demand such certificate or other evidence of full compliance with these insurance requirements or failure of Mountain Line to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance. Mountain Line shall have the right, but not the obligation, to prohibit Contractor or any of its subcontractors from entering the Project site until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Mountain Line.
- iv. Contractor shall be responsible to satisfy any deductible or self-insured retention with respect to any of the coverages required by the Contract Documents.
- v. Mountain Line reserves the right, in its sole discretion, to require higher limits of liability coverage at Mountain Line's expense if, in Mountain Line's opinion, operations by or on behalf of Contractor create higher than normal hazards and, to require Contractor to include additional parties in interest to be Additional Insureds.
- vi. In the event that rental of equipment is undertaken to complete and/or perform the Work, Contractor agrees that it shall be solely responsible for such rental equipment. Such responsibility shall include, but not be limited to, theft, fire, vandalism and use by unauthorized persons.
- vii. In the event that materials or any other type of personal property ("personal property") is acquired for the Project or delivered to the Project site, Contractor agrees that it shall be solely responsible for such property until it becomes a fixture on the Project, or otherwise is installed and incorporated as a final part of the Project. Such responsibility shall include, but not be limited to, theft, fire, vandalism and use by unauthorized persons.
- viii. Contractor shall maintain "all risk" property insurance, on a replacement cost basis, covering loss or damage to personal property (for which it has title and/or risk of loss) which is to become a final part of the Project, during any time such personal property is in transit and while stored or worked upon away from the Project site. Mountain Line shall be included as additional insured under such insurance.



ATTACHMENT 23: DAVIS BACON WAGE DETERMINATION COMPLIANCE CERTIFICATION

Under the Davis-Bacon and Related Acts and Reorganization Plan No. 14 of 1950, the U.S. Department of Labor is responsible for determining prevailing wages, issuing regulations and standards to be observed by federal agencies that award or fund projects subject to Davis-Bacon labor standards, and overseeing consistent enforcement of the Davis-Bacon labor standards. The bidder or offeror hereby certifies that it will comply with the requirements of the Davis-Bacon and Related Acts and Reorganization Plan No. 14 of 1950.

(Firm) (Address)

(Signature Required) (Phone)

(Print Name) (Email)

(Print Title) (Federal Taxpayer ID Number)

(Date)



ATTACHMENT 24: PROPOSAL PRICING

The Contract will bind the Proposer to furnish and deliver at the Proposal price, and in accordance with conditions of said accepted Proposal and specifications for one hundred and eighty (180) calendar days after the opening of the Proposal.

(Firm) (Address)

(Signature Required) (Phone)

(Print Name) (Email)

(Print Title) (Federal Taxpayer ID Number)

(Date)



ATTACHMENT 25: EXCEPTIONS TO RFP REQUIREMENTS AND/OR CONTRACT PROVISIONS

Respondents must use this section to state any exceptions to the RFP requirements and/or any requested language changes to the terms and conditions, contract, etc.

This is the only time Respondents may contest these issues. Requests for changes after the date Responses are due will not be considered and could subject the Respondent to non-award on grounds of non-responsiveness.

Please sign and include this statement with your Response.

I have read Mountain Line' Contract Provisions and:

- I accept them
- I have stated my exceptions and have included them in this Response.

(Firm) (Address)

(Signature Required) (Phone)

(Print Name) (Email)

(Print Title) (Federal Taxpayer ID Number)

(Date)