

REQUEST FOR BIDS
FOR
FURNISHING AND DELIVERY
OF
ATHLETIC DEPARTMENT WOMEN BASKETBALL CHARTER
AIR TRANSPORTATION
FOR
THE CURATORS OF THE UNIVERSITY OF MISSOURI
FOR
THE UNIVERSITY OF MISSOURI
RFB # C090309
OPENING DATE: SEPTEMBER 3, 2009
TIME: 2:00 PM, CT

Prepared by:

James Crossley, Senior Buyer
Office of the Manager
MU Procurement Services
University of Missouri-Columbia
113 Heinkel Building
Columbia, MO 65211

Dated: August 17, 2009

NOTICE TO BIDDERS

The University of Missouri –Columbia requests bids for the Athletic Department Women's Basketball Charter Air Transportation, RFB # C090309, which will be received by the undersigned at the Office of the Manager, MU Procurement Services, University of Missouri, 113 Heinkel Building, Columbia, MO 65211 until 2:00 p.m., CT, September 3, 2009. Bids will be opened and identified starting at 2:05 p.m., CT.

Specifications and the conditions of bid together with the printed form on which bids must be made may be obtained from James Crossley, Senior Buyer, MU Procurement Services, 113 Heinkel Building, Columbia, MO 65211, 573-882-5066.

The University reserves the right to waive any informalities in bids and to reject any or all bids.

THE CURATORS OF THE
UNIVERSITY OF MISSOURI

By: James Crossley, Senior Buyer
MU Procurement Services

Dated: August 17, 2009

**UNIVERSITY OF MISSOURI
GENERAL TERMS AND CONDITIONS
AND
INSTRUCTIONS TO BIDDERS
REQUEST FOR BID (RFB)**

A. GENERAL TERMS AND CONDITIONS

1. **Purpose:** The purpose of these specifications is to require the furnishing of the highest quality equipment, supplies, material and/or service in accordance with the specifications. These documents, and any subsequent addenda, constitute the complete set of specification requirements and bid response forms.
2. **Governing Laws and Regulations:** Any contract issued as a result of this RFB shall be construed according to the laws of the State of Missouri. Additionally, the contractor shall comply with all local, state, and federal laws and regulations related to the performance of the contract to the extent that the same may be applicable.
3. **Taxes:** The contractor shall assume and pay all taxes and contributions including, but not limited to, State, Federal and Municipal which are payable by virtue of the furnishing and delivery of item(s) specified herein. Materials and services furnished the University are not subject to either Federal Excise Taxes or Missouri Sales Tax.
4. **Sovereign Immunity:** The Curators of the University of Missouri, due to its status as a state entity and its entitlement to sovereign immunity, is unable to accept contract provisions, which require The Curators to indemnify another party (537.600, RSMo). Any indemnity language in proposed terms and conditions will be modified to conform to language that The Curators are able to accept.
5. **Preference for Missouri Firms:** In accordance with University policy, preference shall be given to Missouri products, materials, services and firms when the goods or services to be provided are equally or better suited for the intended purpose and can be obtained without additional cost. Firms are considered "Missouri firms" if they maintain a regular place of business in the State of Missouri.
6. **Equal Opportunity and Non-Discrimination:** In connection with the furnishing of equipment, supplies, and/or services under the contract, the contractor and all subcontractors shall agree not to discriminate against any recipients of services, or employees or applicants for employment on the basis of race, color, religion, national origin, sex, age, disability, or veteran status. The contractor shall comply with federal laws, rules and regulations applicable to subcontractors of government contracts including those relating to equal employment of minorities, women, persons with disabilities, and certain veterans. Contract clauses required by the United States Government in such circumstances are incorporated herein by reference.

7. **Minority and Women Business Enterprise Participation:** It is the policy of the University of Missouri to ensure full and equitable economic opportunities to persons and businesses that compete for business with the University, including Minority and Women Business Enterprises (M/WBEs). To this end, the University has established participation goals of 7% for MBEs and 3% for WBEs of the total value of contracts for goods and services.

The University expects participation in contracts for goods and services by firms that are certified as Minority and Women Business Enterprises (M/WBEs). This may either be by the primary contractor being a qualified M/WBE or by the utilization of M/WBE suppliers by the primary contractor (second tier purchases). Contractors are required to make a "best effort" in support of the University's policy and documentation demonstrating this effort is required. Upon request of the University, the contractor shall provide semi-annual or annual reports of the financial participation of M/WBEs, either as the primary contractor or as second tier purchases. The report shall include the name(s) and address (es) of the qualified M/WBEs, products or services provided and the total dollar amount or percentage of utilization."

8. **Applicable Laws and Regulations:** The University serves from time to time as a contractor for the United States government. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to subcontractors of government contracts including those relating to equal employment opportunity and affirmative action in the employment of minorities (Executive Order 11246), women (Executive Order 11375), persons with disabilities (29 USC 706 and Executive Order 11758), and certain veterans (38 USC 4212 formerly [2012]) contracting with business concerns with small disadvantaged business concerns (Publication L. 95-507). Contract clauses required by the Government in such circumstances are incorporated herein by reference.
9. **Appropriation:** The Curators of the University of Missouri is a public corporation and, as such, cannot create an indebtedness in any one year (the fiscal year beginning July 1 to June 30) above what they can pay out of the annual income of said year as set forth in 172.250, RSMo. Therefore, if the University determines it has not received adequate appropriations, budget allocations or income to enable it to meet the terms of this contract, the University reserves the right to cancel this contract with 30 days notice.
10. **Applicable Health Related Laws and Regulations:** If these specifications or any resulting contract involves health care services or products, the Contractor agrees to maintain, and will further assure such compliance by its employees or subcontractors, the confidential nature of all information which may come to Contractor with regard to patients of the University. All services provided pursuant to this contract shall be provided in accordance with all applicable federal and state laws including The Health Insurance Portability and Accountability Act of 1996, Public Law 104-191, sections 261-264 (the Administrative Simplification sections) and the regulations promulgated

pursuant thereto and regulations of the Joint Commission on Accreditation of Healthcare Organization and the Health Care Financing Administration.

Bidders understand and agree that the Curators of the University of Missouri, in the operation of the University Hospitals and Clinics, is regulated under federal or state laws with regard to contracting with vendors. The Contractor represents that it is not currently excluded or threatened with exclusion from participating in any federal or state funded health care program, including Medicare and Medicaid. Contractor agrees to notify the University of any imposed exclusions or sanctions covered by this representation.

The University will regularly check the "List of Excluded Individuals/Entities" (LEIE), maintained by the Office of Inspector General, United States Department of Health and Human Services ("OIG") to determine if any Bidders/Respondents have been excluded from participation in federal health care programs, as that term is defined in 42 U.S.C. §1320a-7b(f). The University reserves the sole right to reject any bidders who are excluded by the OIG, who have been debarred by the federal government, or who have otherwise committed any act that could furnish a basis for such exclusion or debarment.

11. **Inventions, Patents, and Copyrights:** The Contractor shall pay for all royalties, license fees, patent or invention rights, or copyrights and defend all suits or claims for infringements of any patent or invention right or copyrights involved in the items furnished hereunder. The Contractor shall defend, protect, and hold harmless the University its officers, agents, servants and employees against all suits of law or in equity resulting from patent and or copyright infringement concerning the contractor's performance or products produced under the terms of the contract.

Copyrights for any item developed for the University shall be the property of the University and inure to its benefit and the Contractor shall execute such documents as the University may require for the perfection thereof.

12. **Insurance:** The Contractor shall purchase and maintain such insurance as will protect the Contractor and the University against any and all claims and demands arising from the execution of the contract. Further, when stated in the Detailed Specifications and Special Conditions, the Contractor shall be required to procure and maintain the types and limits of insurance as specified.
13. **Performance Bond/Irrevocable Letter of Credit:** If a performance bond or irrevocable letter of credit is required in the Detailed Specifications and Special Conditions, the Contractor shall furnish to the University, along with their signed contract, a performance bond or unconditional irrevocable letter of credit payable to the Curators of the University of Missouri in the face amount specified in the Detailed Specifications and Special Conditions as surety for faithful performance under the terms and conditions of the contract.

B. INSTRUCTIONS TO BIDDERS

1. **Request For Bid (RFB) Document:** Bidders are expected to examine the complete RFB document and all attachments including drawings, specifications, and instructions. Failure to do so is at bidder's risk. It is the bidder's responsibility to ask questions, request changes or clarifications, or otherwise advise the University if any language, specifications or requirements of a RFB appear to be ambiguous, contradictory, and/or arbitrary, or appear to inadvertently restrict or limit the requirements stated in the RFB to a single source.

Any and all communications from bidders regarding specifications, requirements, competitive bid process, etc., should be directed to the University buyer of record referenced in this RFB. It is the responsibility of the person or organization communicating the request to ensure that it is received. To guarantee a timely response, such communication should be received at least ten calendar days prior to the bid opening date.

The terms and conditions as distributed by the University or made available on a University website, shall not be modified by anyone submitting a bid. Regardless of any modification to these terms and conditions that may appear in the submitted bid, the original University terms and conditions apply. Any exceptions to the terms and conditions shall be stated clearly and it is at the University's discretion whether the exception shall be accepted or shall invalidate the bid.

The RFB document and any attachments constitute the complete set of specifications and bid response forms. No verbal or written information that is obtained other than through this RFB or its addenda shall be binding on the University. No employee of the University is authorized to interpret any portion of this RFB or give information as to the requirements of the RFB in addition to that contained in or amended to this written RFB document. In case of any doubt or difference of opinion as to the true intent of the RFB, the decision of the University's Chief Procurement Officer shall be final and binding on all parties.

2. **Preparation of Bids:** All bids must be submitted, in 3 copies, on the bid form accompanying these specifications and must be enclosed in a sealed envelope plainly marked: "Bid for Athletic Department Women's Basketball Charter Air Transportation, RFB # C090309" and addressed, mailed and/or delivered to MU Procurement Services, University of Missouri, 113 Heinkel Building, Columbia, MO 65211 ATTN: James Crossley.

To receive consideration, bids must be received, at the above address, prior to the bid opening time and date stated in this RFB. Bidders assume full responsibility for the actual delivery of bids during business hours at the specified address.

Unless otherwise specifically stated in the RFB, all specifications and requirements constitute minimum requirements. All bids must meet or exceed the stated specifications

or requirements. All equipment and supplies offered must be new, of current production, and available for marketing by the manufacturer unless the RFB clearly specifies that used, reconditioned, or remanufactured equipment and supplies may be offered. Unless specifically stated and allowed in the Detailed Specifications and Special Conditions, all pricing submitted in response to this RFB is firm and fixed.

Whenever the name of a manufacturer, trade name, brand name, or model and catalog numbers followed by the words "or equal" or "approved equal" are used in the specifications it is for the purpose of item identification and to establish standards of quality, style, and features. Bids on equivalent items of the same quality are invited. However, to receive consideration, such equivalent bids must be accompanied by sufficient descriptive literature and/or specifications to clearly identify the item and provide for competitive evaluation. The University will be the sole judge of equality and suitability. Whenever the name of a manufacturer is mentioned in the specifications and the words "or equal" do not follow, it shall be deemed that the words "or equal" follow unless the context specifies "no substitution." Unless noted on the bid form, it will be deemed that the article furnished is that designated by the specifications. The University reserves the right to return, at contractor's expense, all items that are furnished which are not acceptable as equals to items specified and contractor agrees to replace such items with satisfactory items at the original bid price.

Time will be of the essence for any orders placed as a result of this RFB. The University reserves the right to cancel any orders, or part thereof, without obligation if delivery is not made in accordance with the schedule specified by the bidder and accepted by the University. Unless otherwise specified in the Detailed Specifications and Special Conditions, all bids shall include all packing, handling, and shipping charges FOB destination, freight prepaid and allowed.

3. **Submission of Bids:** Bidders shall furnish information required by the solicitation in the form requested. The University reserves the right to reject bids with incomplete information or which are presented on a different form. All bids shall be signed, in the appropriate location, by a duly authorized representative of the bidder's organization. Signature on the bid certifies that the bidder has read and fully understands all bid specifications, plans, and terms and conditions.

By submitting a bid, the bidder agrees to provide the specified equipment, supplies and/or services in the RFB, at the prices quoted, pursuant to all requirements and specifications contained therein. Furthermore, the bidder certifies that: (1) the bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm, or corporation, and is not submitted in conformity with any agreement or rules of any group, association, or corporation; (2) the bidder has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid; (3) the bidder has not solicited or induced any person, firm, or corporation to refrain from responding; (4) the bidder has not sought by collusion or otherwise to obtain any advantage over any other bidder or over the University.

Modifications or erasures made before bid submission must be initialed in ink by the person signing the bid. Bids, once submitted, may be modified in writing prior to the exact date and time set for the bid closing. Any such modifications shall be prepared on company letterhead, signed by a duly authorized representative, and state the new document supercedes or modifies the prior bid. The modification must be submitted in a sealed envelope marked "Bid Modification" and clearly identifying the RFB title, RFB number and closing time and date. Bids may not be modified after the bid closing time and date. Telephone and facsimile modifications are not permitted.

Bids may be withdrawn in writing, on company letterhead, signed by a duly authorized representative and received at the designated location prior to the date and time set for bid closing. Bids may be withdrawn in person before the bid closing upon presentation of proper identification. Bids may not be withdrawn for a period of sixty (60) days after the scheduled closing time for the receipt of bids.

All bids, information, and materials received by the University in connection with an RFB response shall be deemed open records pursuant to 610.021 RSMo. If a bidder believes any of the information contained in the bidder's response is exempt from 610.021 RSMo, then the bidder's response must specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption, otherwise, the University will treat all materials received as open records. The University shall make the final determination as to what materials are or are not exempt.

4. **Evaluation and Award:** Any clerical errors, apparrent on its face, may be corrected by the Buyer before contract award. Upon discovering an apparent clerical error, the Buyer shall contact the bidder and request clarification of the intended bid. The correction shall be incorporated in the notice of award. The University reserves the right to request clarification of any portion of the bidder's response in order to verify the intent. The bidder is cautioned, however, that its response may be subject to acceptance or rejection without further clarification.

The University reserves the right to make an award to the responsive and responsible bidder whose product or service meets the terms, conditions, and specifications of the RFB and whose bid is considered to best serve the University's interest. In determining responsiveness and the responsibility of the Bidder, the following shall be considered when applicable: the ability, capacity, and skill of the bidder to perform as required; whether the bidder can perform promptly, or within the time specified without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the bidder; the quality of past performance by the bidder; the previous and existing compliance by the bidder with related laws and regulations; the sufficiency of the bidder's financial resources; the availability, quality and adaptability of the bidders equipment, supplies and/or services to the required use; the ability of the bidder to provide future maintenance, service and parts.

The University has established formal protest procedures. For more information about these procedures, contact the Buyer in Campus Procurement Services.

The University reserves the right to accept or reject any or all bids and to waive any technicality or informality.

5. **Contract Award and Assignment:** The successful bidder shall, within ten (10) days after the receipt of formal notice of award of the contract, enter into a contract, in duplicate, prepared by the University. The Contract Documents shall include the Notice to Bidders, Specifications and Addenda, Exhibits, Bid Form, Form of Contract, Letter of Award, University Purchase Order, and Form of Performance Bond, if required.

The contract to be awarded and any amount to be paid thereunder shall not be transferred, sublet, or assigned without the prior approval of the University.

6. **Contract Termination for Cause:** In the event the Contractor violates any provisions of the contract, the University may serve written notice upon Contractor and Surety setting forth the violations and demanding compliance with the contract. Unless within ten (10) days after serving such notice, such violations shall cease and satisfactory arrangements for correction be made, the University may terminate the contract by serving written notice upon the Contractor; but the liability of Contractor and Surety for such violation; and for any and all damages resulting therefrom, as well as from such termination, shall not be affected by any such termination.
7. **Contract Termination for Convenience:** The University reserves the right, in its best interest as determined by the University, to cancel the contract by given written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.
8. **Warranty and Acceptance:** The Contractor expressly warrants that all equipment, supplies, and/or services provided shall: (1) conform to each and every specification, drawing, sample or other description which was furnished or adopted by the University, (2) be fit and sufficient for the purpose expressed in the RFB, (3) be merchantable, (4) be of good materials and workmanship, (5) be free from defect. Such warranty shall survive delivery and shall not be deemed waived either by reason of the University's acceptance of or payment for such equipment, supplies, and/or services.

No equipment, supplies, and/or services received by the University pursuant to a contract shall be deemed accepted until the University has had a reasonable opportunity to inspect said equipment, supplies and/or services. All equipment, supplies, and/or services which do not comply with specifications and/or requirements or which are otherwise unacceptable or defective may be rejected. In addition, all equipment, supplies, and/or services which are discovered to be defective or which do not conform to any warranty of the Contractor upon inspection (or at any later time if the defects contained were not reasonably ascertainable upon the initial inspection) may be rejected.

9. **Payment:** Payment terms, unless otherwise stated in the RFB, will be considered to be net 30 days after the date of satisfactory delivery and acceptance by the University and upon receipt of correct invoice whichever occurs last. Cash discounts for prompt

payment may be offered but they will not be considered in determination of award unless specifically stated in the Detailed Specifications and Special Conditions. The University may withhold payment or make such deductions as may be necessary to protect the University from loss or damage on account of defective work, claims, damages, or to pay for repair or correction of equipment or supplies furnished hereunder.

10. **Accounting Practices:** The Contractor shall maintain, during the term of the contract, all books of account, reports, and records in accordance with generally accepted accounting practices and standard for records directly related to this contract. The Contractor agrees to make available to the University, during normal business hours, all book of account, reports and records relating to this contract for the duration of the contract and retain them for a minimum period of one (1) year beyond the last day of the contract term.
11. **Debarment and Suspension Certification** - The contractor certifies to the best of its knowledge and belief that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency in accordance with Executive Order 12549 (2/18/86).

DETAILED SPECIFICATIONS AND SPECIAL CONDITIONS

1. Introduction:

The University proposes to contract for the furnishing of Air Transportation of the University of Missouri-Columbia Women's Basketball Team and Support Staff during the 2009- 2010 basketball season.

2. Contract Security:

No contract security is required.

3. Payments:

The payments for the charter costs will be made no more than 30 days prior to each trip and must be deposited in an escrow account that guarantees the return of all monies to the University should the carrier fail to provide the services contracted. Carrier must provide evidence of security of payment or escrow deposit for charter payments.

Fuel adjustment payment or credit shall be made after completion of the entire trip.

No exceptions. Bidders taking exception to this term shall be found non-responsive and will not be considered.

4. Contract Requirements:

Departures & Returns: Departure and return originating from Columbia, Missouri, Regional Airport, are listed with each line item.

Return flights are scheduled to depart from game site on designated departure date as indicated up to approximately one and one half (1 ½) hours following end of game.

Schedule Changes: Because game time schedules and length of games may vary and affect flight times, the carrier must have the flexibility to adjust accordingly. Any starting time changes are generally known five to seven days prior to the date of the game.

Carrier must also agree to change departure/return dates and times without change in cost should the game date be changed or due to inclement weather. The University will notify the vendor as soon as a date or time change is officially made.

Liquid Requirements: Liquids (juice, milk, soft drinks, coffee, etc.) will be required in large volume for all outbound and inbound flights.

NO alcoholic beverages are to be served.

Airline Representative: Upon award of contract the University will require a direct contact with Airline Representative in charge of flight so as to notify them of any changes and to confirm schedule status. Contact with the Airline Representative may be done as late as the day prior to departure.

Direct Boarding: Boarding and deplaning will be directly from plane/to buses/rental cars. (Not through local terminal)

Back-up Service: Carrier must be able to provide back-up plane within two (2) hours of departure time.

Manifest Requirements: Manifest-boarding requirements must be furnished with bid.

Flight Scheduling: Carrier/Agent will be responsible for all flight scheduling and airport arrangements required. Carrier is also expected to be familiar with all runway restrictions/codes of the indicated destinations. All confirmed carrier scheduling must be furnished to the University at least 30 days prior to departure.

Aircraft:

- a) Jet or prop service with a seating capacity of 30-40 passengers. (Services with larger seating capacities will also be considered.)
- b) Aircraft must accommodate combined passenger and cargo weight of 7200 pounds.
- c) Two (2) pilots
- d) The University will consider bids for jet, or turbo prop planes with minimum or greater seating capacities as listed above and reserves the right to award each trip individually, to multiple vendors, for the specific type of aircraft determined to be in the best interest of the University for that particular trip.

Termination of Contract: Failure of the carrier/agent to meet the obligations of the awarded contract may result in cancellation of the contract.

Recovery of Additional Costs to University Due to Repurchase of Services from Another Contractor: In the event the Contractor fails to furnish the contracted services for the scheduled games, the University will make a reasonable purchase in substitution of those due from the Contractor and recover from the Contractor the difference between the cost of the substitute services and the Contractor's contract price, including an administrative cost of \$1,000.00 for the repurchase action.

TRANSPORTATION SERVICES/CHARTER SERVICES
(Includes Air or Bus Services)

Insurance

The Travel Agency/Charter Service shall provide insurance as follows:

Coverage to be provided as follows by a carrier with A.M. Best minimum rating of A-XI:

Coverage	Minimum Limits
Workers Compensation	Statutory
Employers Liability	\$500,000
Auto Liability (To included Owned, Hired, and Non-owned)	\$1,000,000 Combined Single Limit, Per Occurrence and \$2,000,000 Aggregate
Commercial General Liability (Comprehensive Form, Must include: Contractual coverage). Occurrence coverage is required.	\$5,000,000 Combined Single Limit, Per Occurrence and \$10,000,000 Aggregate
Vehicle Liability Coverage (REQUIRED ONLY IF the Agency/Service shall operate vehicles under this contract).	\$10,000,000 Combined Single Limit, per Occurrence and Aggregate
Aviation Liability Coverage (REQUIRED ONLY IF the Agency/Service shall operate aircraft under this contract).	\$10,000,000 Combined Single Limit, per Occurrence and Aggregate

Contract Language

The Curators of the University of Missouri, its officers, employees and agents are to be Additional Insured with respect to the project to which these insurance requirements pertain. A certificate of insurance evidencing all coverage required is to be provided at least 10 days prior to the inception date of the contract between the contractor and the University. The University must receive at least 10 days advance notice in the event of policy cancellation or material change to the policy.

The University reserves the right to require higher limits on any contract provided notice of such requirement is stated in the request for proposals for such contract.

Failure to maintain the required insurance in force may be cause for contract termination. In the event the Contractor fails to maintain and keep in force the required insurance, the University shall have the right to cancel and terminate the contract without notice.

The insurance required by the provisions of this article is required in the public interest and the University does not assume any liability for acts of the Contractor, any Subcontractor, or their employees in the performance of the contract.

Indemnification

The Contractor agrees to defend, indemnify, and save harmless The Curators of the University of Missouri, their Officers, Agents, Employees and Volunteers, from and against all loss or expense from any cause of action arising from the Contractor's operations. The contractor agrees to investigate, handle, respond to and provide defense for and defend against any such liability, claims, and demands at the sole expense of the Contractor, or at the option of the University, agrees to pay to or reimburse the University for the defense costs incurred by the University in connection with any such liability claims, or demands.

The parties hereto understand and agree that the University is relying on, and does not waive or intend to waive by any provision of this Contract, any monetary limitations or any other rights, immunities, and protections provided by the State of Missouri, as from time to time amended, or otherwise available to the University, or its officers, employees, agents or volunteers.

Failure to maintain the required insurance in force may be cause for contract termination. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the University shall have the right to cancel and terminate the contract without notice.

The insurance required by the provisions of this article is required in the public interest and the University does not assume and liability for acts of the Agency/Service and/or their employees and/or their subcontractors in the performance of this contract.

Safety Certification

The Agency/Service shall possess the appropriate FAA Safety Certification in accordance with Title 14 of the U.S. Code of Federal Aviation Regulations. Bidders may be required to provide proof of certification within 24 hours of request. Failure to do so may result in immediate rejection of bid. Additional information such as pilot certification/s, or aircraft safety record/s, may be required and shall be provided upon request.

ITINERARY FOR 2009-2010 OUT OF TOWN BASKETBALL TRAVEL

<u>Destination</u>	<u>Departure From Columbia</u>	<u>Departure from Site</u>
Bloomington, IN 22nd	Sat. Nov.21st 5:00pm-7:00p.m.	Sunday Nov. (directly after the game)

For travel on day of game, NOT AN OPTION!

Tallahassee, FL 29th (Tourn.)	Thurs. Nov. 26th 5:00pm-7:00p.m.	Sun., Nov. (directly after the game)
---	---	---

For travel on day of game, NOT AN OPTION!

Boulder, CO	Fri., Jan. 8th 2:00pm-4:00pm	Sat., Jan. 9th (directly after game)
--------------------	---	--

For travel on day of game: NOT AN OPTION!

Stillwater, OK Jan. 26th	Mon., Jan. 25th 6:00 p.m. – 8:00 p.m.	Tues., (directly after game)
--	--	--

For travel on day of game, we would leave on Jan. 26th at 8:00 a.m. – 10:00 a.m.
(Depending on Tip Time)

College Station, TX	Tues. Feb. 2nd 6:00 p.m. – 8:00 p.m.	Wed. Feb. 3rd (directly after game)
----------------------------	---	--

For travel on day of game, NOT AN OPTION!

Manhattan, KS Feb. 10th	Tue., Feb. 9th 6:00 p.m. – 8:00 p.m.	Wed. , (directly after game)
---	---	--

For travel on day of game, we would leave on Feb 10th at 8:00 a.m.. – 9:00 a.m.

Ames, IA	Fri. Feb 19th	Sat. Feb. 20th
-----------------	---------------------------------	----------------------------------

5:00 p.m. - 7:00 p.m. (directly after game)

For travel on day of game, we would leave on Feb. 20th at 8:00 a.m. – 9:00 a.m.
(Depending on Tip Time)

Lincoln, NE

Fri., Feb. 26th
6:00 p.m. – 8:00 p.m.

Sat., Feb. 27th
(directly after game)

For travel on day of game, we would leave on Feb. 27th at 8:00 a.m. – 10:00 a.m.
(Depending on Tip Time)

Austin, TX
3rd

Tues. Mar. 2nd
6:00 p.m. – 8:00 p.m.

Wed. Mar.
(directly after game)

For travel on day of game: NOT AN OPTION!

See Pricing Page

- All games are subject to time change.

The University reserves the right to award a contract to the lowest aggregate bidder for all trips or on a trip by trip basis, whichever is found to be in the best interest of the University. If a split award is not acceptable to a bidder, it must be stated in their bid response.

The University will award optional flights based on price, available funds, and any other relevant factors.

The University reserves the right to consider non-stop versus fuel stop flights when applicable and award the flight option deemed to be in the best interest of the University.

Bid must include flight time for each trip.

If bidding multiple aircraft, vendors must clearly indicate prices for each, by submitting separate price page responses for each aircraft.

****PLEASE NOTE THAT ALL TIMES ARE APPROXIMATE****

No alcohol carried on flights

Beverages – e.g., Coke, Diet Coke, Sprite, Apple and Orange Juice

PRICING PAGE

<u>Destination</u>	TURBO PROP	REGIONAL JET	40+ PASS/JET
--------------------	------------	--------------	-----------------

FIRSTCLASS

Bloomington, IL

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ _____	\$ _____	\$ _____
Flight time each way	_____ out	_____ back.	Fuel Stop required? Y___N___

Tallahassee, FL

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ NA	\$ NA	\$ NA
\$ NA			
Flight time each way	_____ out	_____ back.	Fuel Stop required? Y___N___

Boulder, CO

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ _____	\$ _____	\$ _____
Flight time each way	_____ out	_____ back.	Fuel Stop required? Y___N___

Stillwater, OK

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ <u>N/A</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
\$ <u>N/A</u>			

Flight time each way _____ out _____ back. Fuel Stop required? Y__N__

College Station, TX

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ _____	\$ _____	\$ _____

Flight time each way _____ out _____ back. Fuel Stop required? Y__N__

Manhattan, KS

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ _____	\$ _____	\$ _____
\$ _____			

Flight time each way _____ out _____ back. Fuel Stop required? Y__N__

Ames, IA

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ _____	\$ _____	\$ _____

Flight time each way _____ out _____ back. Fuel Stop required? Y__N__

Lincoln, NE

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ <u>N/A</u>	\$ <u>N/A</u>	\$ <u>N/A</u>
\$ <u>N/A</u>			

Flight time each way _____ out _____ back. Fuel Stop required? Y___N___

Austin, TX

Overnight Travel	\$ _____	\$ _____	\$ _____
\$ _____			
Sameday Travel	\$ _____	\$ _____	\$ _____

Flight time each way _____ out _____ back. Fuel Stop required? Y___N___

BID FORM

(Name of firm or individual bidding)

REQUEST FOR BIDS
FOR
FURNISHING AND DELIVERY
OF
ATHLETIC DEPARTMENT WOMEN'S BASKETBALL CHARTER
AIR TRANSPORTATION
FOR
THE CURATORS OF THE UNIVERSITY OF MISSOURI
FOR
THE UNIVERSITY OF MISSOURI
RFB # C090309
OPENING DATE: SEPTEMBER 3, 2009
TIME: 2:00 PM, CT

The undersigned proposes to furnish the following items and/or services at the prices quoted and agrees to perform in accordance with all requirements and specifications contained within this Request For Bid issued by the University of Missouri.

(INSERT PRICING INFORMATION)

AUTHORIZED BIDDER REPRESENTATION

Number of calendar days delivery after receipt of order		Payment Terms
Authorized Signature		Date
Printed Name		Title
Company Name		
Mailing Address		
City, State, Zip		
Phone No.	Federal Employer ID No.	
Fax No.	E-Mail Address	
Circle one: Individual Partnership Corporation		
If a corporation, incorporated under the laws of the State of _____		
Licensed to do business in the State of Missouri? ____yes ____no		

This signature sheet must be returned with your bid.