

INVITATION FOR BID



Missouri Department of Corrections
Fiscal Management Unit
Purchasing Section
2729 Plaza Drive, P.O. Box 236
Jefferson City, MO 65102

Buyer of Record:
Beth Lambert
Procurement Officer II
Telephone: (573) 526-6494
Beth.Lambert@doc.mo.gov

IFB 16708106

Canine Contraband Detection Services

FOR

Department of Corrections
Various Institutions

Contract Period: Date of Award through One Year

Date of Issue: September 29, 2015
Page 1 of 39

Bids Must Be Received No Later Than:

2:00 p.m., Thursday, October 7, 2015

Sealed bids must be delivered to the Missouri Department of Corrections, Purchasing Section, 2729 Plaza Drive, Jefferson City, MO 65109, or P.O. Box 236, Jefferson City, Missouri 65102. The bidder should clearly identify the IFB number on the lower right or left-handed corner of the container in which the bid is submitted to the Department. This number is essential for identification purposes.

We hereby agree to provide the services and/or items, at the price quoted, pursuant to the requirements of this document and further agree that when this document is countersigned by an authorized official of the Missouri Department of Corrections, a binding contract, as defined herein, shall exist. The authorized signer of this document certifies that the contractor (named below) and each of its principals are not suspended or debarred by the federal government.

Company Name: Guarded Exchange, LLC
Mailing Address: PO Box 7198
City, State, Zip: Jefferson City, MO 65102
Telephone: 573-635-5370 Fax: 573-635-5379
Federal EIN #: 721523382 State Vendor #: _____
Email: STEVE.SCHNEIDER@Guardedexchange.com

Authorized Signer's Printed Name and Title: STEVE SCHNEIDER COO

Authorized Signature: [Signature] Bid Date: 10/7/15

NOTICE OF AWARD:

This bid is accepted by the Missouri Department of Corrections as follows: in its entirety.

[Signature]
Dave Dormire, Director, Division of Adult Institutions

Contract No. Y16708106

10/9/15
Date

EXHIBIT A**PRICING PAGE**

The bidder shall provide firm, fixed pricing for Canine Contraband Detection Services pursuant to all mandatory requirements herein. The bidder must clearly describe any one-time required firm, fixed costs and all annual costs necessary to meet the IFB requirements herein. The bidder must indicate any other relevant information related to the pricing of their proposed products/services.

Description	Price per Hour	First Renewal Period	Second Renewal Period
Weekday Monday – Friday (7:00 a.m. – 3:00 p.m.)	\$25.00	\$25.00	\$25.00
Weeknights Monday – Friday (3:01 p.m. – 6:59 a.m.)	\$30.00	\$30.00	\$30.00
Weekends Saturday – Monday (7:00 a.m. – 6:59 a.m.)	\$40.00	\$40.00	\$40.00
Holidays (as defined in section 2.1.2)	\$50.00	\$50.00	\$50.00

Details About Payment Terms:

The bidder should state below its discount terms offered for the prompt payment of invoices. 2% discount off total invoice price if paid within 10 calendar days of the Department's receipt of invoice.

Check here is the state purchasing card (Visa) is acceptable as a method of payment: No

Guarded Exchange will provide additional searches at no cost, upon mutual agreement between Guarded Exchange and the Department. These searches are intended to be used to keep the canine working when budgetary concerns would cause extended gaps in usage of the canine.

By signing, the bidder hereby declares understanding, agreement and certification of compliance to provide the items at the prices quoted, in accordance with all requirements and specification contained herein and the Terms and Conditions. The bidder further agrees that the language of this IFB shall govern in the event of a conflict with his/her bid.

Company Name: Guarded Exchange

Authorized Signature:  Printed Name: Steve Schneider

Date: 10/7/2015 Email: steve.schneider@guardedexchange.com

IFB 16708106

Canine Contraband Detection Services FOR
Department of Corrections Various
Institutions

2 Scope of Work

2.1 General Requirements:

2.1.1 The contractor shall provide qualified Canine Contraband Detection Services for the Department of Corrections (hereinafter referred to as the Department), in accordance with the provisions and requirements stated herein and to the sole satisfaction of the Department.

Guarded Exchange Agrees

2.1.2 The contractor must provide services for all correctional facilities located within the state on an as needed, if needed basis during weekdays, weeknights, and weekends, including holidays. A current list of correctional facilities and address can be found in Attachment #1.

Guarded Exchange Agrees

a) Weekdays shall be defined as Monday through Friday 7:00 a.m. to 3:00 p.m.

Guarded Exchange Agrees

b) Weeknights shall be defined as Monday through Friday 3:01 p.m. to 6:59 a.m.

Guarded Exchange Agrees

c) Weekends shall be defined as Saturday 7:00 a.m. through Monday 6:59 a.m.

Guarded Exchange Agrees

d) Holidays shall be defined as Official State Holidays, as identified at the following web site:
[http://oa.mo.gov/commissioner/state-holidays.](http://oa.mo.gov/commissioner/state-holidays)

Guarded Exchange Agrees

2.1.3 The contractor shall provide Canine Contraband Detection Services tailored to the needs of the Department using "passive alert" canines.

Guarded Exchange Agrees

2.1.4 The contractor shall provide services during any activity conducted by the Department at the correction facilities.

Guarded Exchange Agrees

2.2 Performance Requirements:

2.2.1 The contractor shall keep all assignment-related information strictly confidential.

Guarded Exchange Agrees

2.2.2 The contractor shall ensure that all canine handlers and all canines assigned to this contract hold a minimum of one (1) of the following certificates and that the certification is valid and current:

- Missouri Police Canine Association (MPCA)
- United States Detection Dog Association (USADDA)
- The American Detection Canine Association (ADCA)
- National Narcotic Detector Dog Association (NNDDA)
- The International Police Work Dog Association (IPWDA)

The Guarded Exchange canine and handler will have a certification which meets or exceeds the standards for any of the certifications listed, and will additionally certify to one of the listed certifications upon request of the Department post bid award.

2.2.3 The contractor shall include a copy of current certifications for handlers and for canines with their bid submission.

Guarded Exchange Agrees

2.2.4 The contractor shall keep on file current certifications for handlers and for canines, and have them immediately available upon request from the Department.

Guarded Exchange Agrees

2.2.5 All canines assigned to this contract must be properly vaccinated. The contractor shall keep on file current veterinary records for canines assigned to this contract, and have them immediately available upon request from the Department.

Guarded Exchange Agrees

2.2.6 The contractor shall provide only passive alert canines for this contract. The contractor shall not use any canines that have been trained/cross-trained as an active alert or as a bite dog.

Guarded Exchange Agrees

2.2.7 The contractor shall provide searches as directed by the Department.

Guarded Exchange reserves the right to decline a search request due to unavailability of either the handler or the canine.

2.2.8 The contractor shall provide emergency services with 24 hours of notification, as requested by the Department.

Guarded Exchange Agrees

2.2.9 The contractor shall provide a search for various contraband items including, but not limited to, those listed in Attachment 2.

Guarded Exchange Agrees

2.2.10 The contractor shall report to the Chief Custody Officer on duty upon arrival. The Chief Custody Officer shall escort the contractor within the facility and during search operations.

Guarded Exchange Agrees

a) *The contractor's bill time shall begin at the time of check-in with the Chief Custody Officer.*

Guarded Exchange Agrees

2.2.11 Unless otherwise specified herein, the contractor shall furnish all material, labor, facilities, equipment, and supplies necessary to perform the services required herein.

Guarded Exchange Agrees

2.3 Contractor's Employees

2.3.1 The contractor and all of the contractor's employees and agents providing services in any Department of Corrections institution must be at least 18 years of age. A Missouri Uniform Law Enforcement System (MULES) check or other background investigation may be required on the contractor, the contractor's employees and agents before they are allowed entry into the institution. The contractor, its employees and agents understand and agree that the Department may complete criminal background records checks annually for the contractor and the contractor's employees and agents that have the potential to have contact with the inmates.

Guarded Exchange Agrees

2.3.2 The institution shall have the right to deny access into the institution for the contractor and any of the contractor's employees and agents for any reason, at the discretion of the institution.

Guarded Exchange Agrees

2.3.3 The contractor, its employees and agents under active federal or state felony or misdemeanor supervision must receive written division director approval prior to providing services pursuant to a Department contract. Similarly, contractors/employees/agents with prior felony convictions and not under active supervision must receive written division director approval in advance.

Guarded Exchange Agrees

2.3.4 The contractor, its employees and agents shall at all times observe and comply with all applicable state statutes, Department rules, regulations, guidelines, internal management policies and procedures, and general orders of the Department that are applicable, regarding operations and activities in and about all Department property. Furthermore, the contractor, its employees and agents, shall not obstruct the Department or any of its designated officials from performing their duties in response to court orders or in the maintenance of a secure and safe correctional environment. The contractor shall comply with the Department's policies and procedures relating to employee conduct.

Guarded Exchange Agrees

- a) *The Department has a zero tolerance policy for any form of sexual misconduct to include staff/contractor/volunteer on offender, or offender on offender, sexual harassment, sexual assault, sexual abuse and consensual sex.*

Guarded Exchange Agrees

- 1) Any contractor or contractor's employee or agent who witnesses any form of sexual misconduct must immediately report it to the warden of the institution. If a contractor or contractor's employee or agent fails to report or knowingly condones sexual harassment or sexual contact with or between offenders, the Department may cancel the contract, or at the Department's sole discretion, require the contractor to remove the employee/agent from providing services under the contract.

Guarded Exchange Agrees

- 2) Any contractor or contractor's employee or agent who engages in sexual abuse shall be prohibited from entering the institution and shall be reported to law enforcement agencies and licensing bodies, as appropriate.

Guarded Exchange Agrees

2.4 Invoicing and Payment Terms:

2.4.1 Prior to any payments becoming due under the contract, the contractor must return a completed State of Missouri Vendor Input/ACH-EFT Application, which is downloadable from the Vendor Services Portal at:

<https://www.vendorservices.mo.gov/vendorservices/Portal/Default.aspx>.

Guarded Exchange Agrees

- a) *The contractor understands and agrees that the State of Missouri reserves the right to make contract payments through electronic funds transfer (EFT).*

Guarded Exchange Agrees

b) *The contractor must submit invoices on the contractor's original descriptive business invoice form and must use a unique invoice number with each invoice submitted. The unique invoice number will be listed on the State of Missouri's EFT addendum record to enable the contractor to properly apply the Department's payment to the invoice submitted. The contractor may obtain detailed information for payments issued for the past 24 months from the State of Missouri's central accounting system (SAM II) on the Vendor Services Portal at:*
<https://www.vendorservices.mo.gov/vendorservices/Portal/Default.aspx>.

Guarded Exchange Agrees

2.4.2 Other than the payments specified above, no other payments or reimbursements shall be made to the contractor for any reason whatsoever, including, but not limited to, taxes, insurance, penalties, termination payments, attorney fees, liquidated damages, etc.

Guarded Exchange Agrees

a. *The Department does not pay state or federal sales tax*

Guarded Exchange Agrees

2.4.3 All payment terms shall be as stated in the terms and conditions of this contract. Payments will be processed based on final delivery, inspection, and acceptance of services rendered.

Guarded Exchange Agrees

2.4.4 The contractor shall accurately invoice per the price indicated on EXHIBIT A, Pricing Page.

Guarded Exchange Agrees

2.4.5 The Department may choose to use the state purchasing card (VISA) in place of a purchase order to make purchases under this contract. Unless exception to this condition is indicated on EXHIBIT A, Pricing Page, the contractor agrees to accept the state purchasing card as an acceptable form of payment and may not charge any additional fees related to the use of a purchasing card such as service fees, merchant fees, and/or handling charges.

Guarded Exchange Agrees

a) *If the Department issues a purchase order, an itemized invoice shall be emailed to DOC.Payables@doc.mo.gov or mailed to:*

Accounts Payable

Missouri Department of Corrections

Fiscal Management Unit

P. O. Box 236
Jefferson City, MO 65102

Guarded Exchange Agrees

2.4.6 Each invoice submitted must be specific to one purchase order number. The purchase order number must be references on the invoice and the invoice must be itemized in accordance with the item listed on the purchase order. Failure to comply with this requirement may delay processing of invoices for payment. Emailed invoices should contain the purchase order number in the subject line.

Guarded Exchange Agrees

a) *If the state purchasing card (VISA) is used for payment, an itemized invoice reflecting the charged amount must be faxed or emailed to the institution within one business day. The state purchasing card shall not be charged until all goods/services have been received and accepted.*

Guarded Exchange Agrees

2.4.7 The contractor's invoice should include any discount for prompt payment as indicated on EXHIBIT A, Pricing Page.

Guarded Exchange Agrees

2.4.8 If the contractor maintains an e-commerce web application that enables Department staff to view and print invoices and invoice history, the contractor shall indicate on EXHIBIT A, Pricing Page the web site address where the Department staff may access invoices. Upon award of a contract, the contractor shall provide the Department with a customer number in order for Department staff to access invoices and invoice history.

Guarded Exchange Agrees

2.4.9 Any order received on the last day of the contract for goods and/or services must be invoiced at the contract price.

Guarded Exchange Agrees

2.4.10 Travel reimbursement – The contractor shall be reimbursed as specified below for travel expenses incurred when required to travel more than 120 miles away from the contractor’s domicile in order to fulfill the requirements of the contract. The contractor must obtain the written approval of the Department prior to incurring any travel expenses. The contractor must provide the Department with the amount of detail on the travel request as required by the Department in order for the Department to review the appropriateness of travel and estimated travel charges.

Guarded Exchange Agrees

- a) *Mileage – The contractor shall be reimbursed for travel mileage at the current per mile reimbursement rate ordered by the commissioner of administration pursuant to section 33.095, RSMo. The current per mile reimbursement rate can be found at the following web site: <http://oa.mo.gov/state-employees/travel-portal-information/mileage>.*

Guarded Exchange Agrees

- b) *Lodging – If overnight lodging is approved by the Department, the contractor shall be reimbursed for actual lodging expenses incurred subject to the maximum amounts specified in the Contiguous US Per Diem Rates (CONUS) which can be accessed from <http://oa.mo.gov/travel-portal> by clicking on CONUS Rates (lodging only) on the left hand side of the page or by clicking on the link for “Per Diem Rates” at the following Internet address: <http://www.gsa.gov>. If contractor’s lodging costs will exceed the limits specified in CONUS, the contractor must obtain the prior written approval of the Department for an exception to CONUS. The decision to approve or deny the exception request shall rest solely with the Department and shall be based on the situation.*

Guarded Exchange Agrees

- c) *Meals – The contractor shall be reimbursed for the actual cost of meals subject to the most current maximum meal per diem found under the Travel Resources tab at <http://oa.mo.gov/travel-portal> by clicking on the “State Meals Per Diem Rates and Information” link.*

Guarded Exchange Agrees

- d) *Other Miscellaneous Travel Expenses – The contractor shall be reimbursed the actual amount of other travel expenses incurred, provided that the Department approved the possibility for and estimates of such expenses in advance and that the actual expenses incurred are reasonable for the location in which the travel occurred.*

Guarded Exchange Agrees

- e) *Invoicing and Payment – The contractor must itemize all expenses incurred including miles traveled on the invoice submitted to the Department for reimbursement and must attach original receipts for expenses.*

Guarded Exchange Agrees

- 1) The contractor shall be reimbursed for such expenses, after receipt of all required documentation and approval by the Department of the invoice and documentation.

Guarded Exchange Agrees

2.4.11 Other than the payments specified above, no other payments or reimbursements shall be made to the contractor for any reason whatsoever; including, but not limited to taxes, travel expenses, shipping charges, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc.

Guarded Exchange Agrees

DETECTION K9 CERTIFICATE

THIS CERTIFIES THAT

K9 Rocco "Ace" & Jeff Hunter

(ID Number: 967000009633513)

have successfully completed the required 120 Hour course of training and operational performance approved by K9 Working Dogs International, LLC in the State of Kansas which exceeds National Certification and Initial Training Standards approved by the NAPWDA, NNDDA, MPCA, and USPCA and are therefore awarded this:

NARCOTICS & CELLPHONE DETECTION DOG DIPLOMA



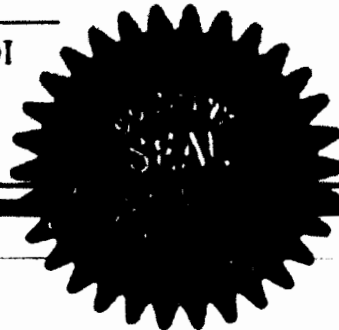
Certifying Official: David J. Kiewel, MDI

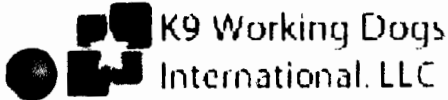
DUNS # 83-242-1206

DE.# # RK0198075

ATF # 5-KS-027-33-3B-00798

Given this 6th day of October, 2015
(Valid for One Year from Issue Date)





322 Weda Street, P.O. Box 187 Longford, KS 67458-0187	Phone: 877.880.0102 Fax: 973.273.5881	Web: www.k9wdi.com Email: info@k9wdi.com
--	--	---

THE NARCOTICS DETECTION DOG - Handlers Course Agenda -

The following areas of practical and classroom instruction have been completed, as outlined below:

- 1) Practical Obedience and Control : Completed:
- 2) Canine Care and Handling : Completed:
- 3) Understanding Prey/Hunt Drives : Completed:
- 4) Drive Development: Promoting & Channeling - Completed:
- 5) Target Odor Imprinting and Change of Behavior : Completed:
- 6) Training Aides: Care & Storage - Completed:
- 7) Operational Search Patterns/Techniques and Handling : Completed:
- 8) Proper Maintenance Training of the Detection Dog - Completed:
- 9) Canine Unit Management & Record Keeping - Completed:
- 10) Supreme Court General Search and Seizure Case Law - Completed:
- 11) Other: Cell Phone : Completed:
- 12) Course Overview & Certification - Completed:

Total Course Length: Hours - Completed

Handler/Officer Name: Jeff Hunter

Signature: [Signature]

Department Name: Guarded Exchange

Canine Name: Rocco "Ace"

Total Narcotic Finds: 300 (Marijuana, Heroin, Cocaine, Methamphetamine, Cell Phone)

Percentage of Successful location: 100%

Target Odor Value Range from: 100ug, to: 20g

Course Start Date: 9-21-15 Course End Date: 10-6-15

Instructor Name: David Kiewel, MDI

Signature: [Signature]

EXHIBIT D

**BUSINESS ENTITY CERTIFICATION, ENROLLMENT DOCUMENTATION,
AND AFFIDAVIT OF WORK AUTHORIZATION**

BUSINESS ENTITY CERTIFICATION:

The bidder must certify their current business status by completing either Box A or Box B or Box C on this Exhibit.

- BOX A:** To be completed by a non-business entity as defined below.
BOX B: To be completed by a business entity who has not yet completed and submitted documentation pertaining to the federal work authorization program as described at http://www.dhs.gov/files/programs/gc_1185221678150.shtm.
BOX C: To be completed by a business entity who has current work authorization documentation on file with a Missouri Department including Department.

Business entity, as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit. The term "business entity" shall not include a self-employed individual with no employees or entities utilizing the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

Note: Regarding governmental entities, business entity includes Missouri schools, Missouri universities (other than stated in Box C), out of state agencies, out of state schools, out of state universities, and political subdivisions. A business entity does not include Missouri state agencies and federal government entities.

BOX A - CURRENTLY NOT A BUSINESS ENTITY

I certify that _____ (Company/Individual Name) **DOES NOT CURRENTLY MEET** the definition of a business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above, because: (check the applicable business status that applies below)

I am a self-employed individual with no employees; **OR**

The company that I represent employs the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

I certify that I am not an alien unlawfully present in the United States and if _____ (Company/Individual Name) is awarded a contract for the services requested herein under _____ (IFB Number) and if the business status changes during the life of the contract to become a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo then, prior to the performance of any services as a business entity, _____ (Company/Individual Name) agrees to complete Box B, comply with the requirements stated in Box B and provide the Department with all documentation required in Box B of this exhibit.

Authorized Representative's Name (Please Print) _____
 Authorized Representative's Signature

Company Name (if applicable) _____
 Date

EXHIBIT D, continued

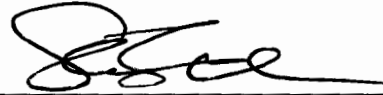
(Complete the following if you DO NOT have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box B, do not complete Box C.)

BOX B – CURRENT BUSINESS ENTITY STATUS

I certify that Guarded Exchange (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530.

STEVE SCHNEIDER

Authorized Business Entity Representative's Name (Please Print)



Authorized Business Entity Representative's Signature

Guarded Exchange

Business Entity Name

10/07/2015

Date

steve.schneider@guardedexchange.com
E-Mail Address

As a business entity, the bidder must perform/provide each of the following. The bidder should check each to verify completion/submission of all of the following:

Enroll and participate in the E-Verify federal work authorization program (Website: http://www.dhs.gov/files/programs/gc_1185221678150.shtm; Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include EITHER the E-Verify Employment Eligibility Verification page listing the bidder's name and company ID OR a page from the E-Verify Memorandum of Understanding (MOU) listing the bidder's name and the MOU signature page completed and signed, at minimum, by the bidder and the Department of Homeland Security – Verification Division. If the signature page of the MOU lists the bidder's name and company ID, then no additional pages of the MOU must be submitted;

AND

Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.

EXHIBIT D, continued

AFFIDAVIT OF WORK AUTHORIZATION:

The bidder who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now Steve Schneider (Name of Business Entity Authorized Representative) as COO (Position/Title) first being duly sworn on my oath, affirm Guarded Exchange (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that Guarded Exchange (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

[Signature]
Authorized Representative's Signature

Steve Schneider
Printed Name

COO
Title

10/7/2015
Date

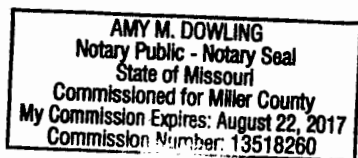
Steve.schneider@guardedexchange.com
E-Mail Address

427522
E-Verify Company ID Number

Subscribed and sworn to before me this 7th of October, 2015 I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of Miller, State of
(NAME OF COUNTY)
Missouri, and my commission expires on 8-22-17.
(NAME OF STATE) (DATE)

[Signature]
Signature of Notary

10-7-2015
Date





Employment Eligibility Verification



Welcome Sheila Lunceford User ID SLUN1106 Last Login 12:07 PM - 10/07/2015 Log Out

Click any ? for help

- Home
My Cases
New Case
View Cases
Search Cases
My Profile
Edit Profile
Change Password
Change Security Questions
My Company
Edit Company Profile
Add New User
View Existing Users
Close Company Account
My Reports
View Reports
My Resources
View Essential Resources
Take Tutorial
View User Manual
Share Ideas
Contact Us

Company Information

Company Name: Guarded Exchange

View / Edit

Company ID Number: 427522

Doing Business As (DBA) Name:

DUNS Number:

Physical Location:

Address 1: 740 Lynn Street
Address 2:
City: Lebanon
State: MO
Zip Code: 65536
County: LACLEDE

Mailing Address:

Address 1: P O Box 202
Address 2:
City: Lebanon
State: MO
Zip Code: 65047

Additional Information:

Employer Identification Number: 721523382

Total Number of Employees: 20 to 99

Parent Organization:

Administrator: Guarded Exchange

Organization Designation:

Employer Category: Federal Contractor with FAR E-Verify Clause

Federal Contractor Category: State or Local Government

Employees being verified: Entire workforce (all new hires and all existing employees throughout the entire company)

NAICS Code: 541 - PROFESSIONAL, SCIENTIFIC, AND TECHNICAL SERVICES

View / Edit

Total Hiring Sites: 1

View / Edit

Total Points of Contact: 1

View / Edit

View MOU

Company ID Number: 427522

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer Guarded Exchange	
Sheryl L Folkert	
Name (Please Type or Print)	Title
Electronically Signed	06/29/2011
Signature	Date

Department of Homeland Security – Verification Division

USCIS Verification Division

Name (Please Type or Print)		Title
Electronically Signed		06/30/2011
Signature		Date

Information Required for the E-Verify Program

Information relating to your Company:

Company Name:	Guarded Exchange
Company Facility Address:	740 Lynn Street
	Lebanon, MO 65536
Company Alternate Address:	P O Box 202
	kaiser, MO 65047
County or Parish:	LACLEDE
Employer Identification Number:	721523382

Company ID Number: 427522

North American Industry Classification Systems Code:	541
Administrator:	Guarded Exchange
Number of Employees:	5 to 9
Number of Sites Verified for:	1
Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:	
<ul style="list-style-type: none">MISSOURI 1 site(s)	

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name:	Sheryl L. Folkert	
Telephone Number:	(573) 774 - 5437	Fax Number: (573) 348 - 5924
E-mail Address:	sheryl.folkert@guardedexchange.com	

EXHIBIT D, continued

(Complete the following if you have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box C, do not complete Box B.)

BOX C – AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

I certify that _____ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo and have enrolled and currently participates in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri. We have previously provided documentation to a Missouri Department or public university that affirms enrollment and participation in the E-Verify federal work authorization program. The documentation that was previously provided included the following.

- ✓ The E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the bidder's name and the MOU signature page completed and signed by the bidder and the Department of Homeland Security – Verification Division
- ✓ A current, notarized Affidavit of Work Authorization (must be completed, signed, and notarized within the past twelve months).

Name of Missouri Department or Public University* to Which Previous E-Verify Documentation Submitted:

(*Public University includes the following five schools under chapter 34, RSMo: Harris-Stowe State University – St. Louis; Missouri Southern State University – Joplin; Missouri Western State University – St. Joseph; Northwest Missouri State University – Maryville; Southeast Missouri State University – Cape Girardeau.)

Date of Previous E-Verify Documentation Submission: _____

Previous Bid/Contract Number for Which Previous E-Verify Documentation Submitted: _____ (if known)

Authorized Business Entity Representative's Name (Please Print)

Authorized Business Entity Representative's Signature

Business Entity Name

Date

E-Mail Address

E-Verify MOU Company ID Number

FOR STATE OF MISSOURI USE ONLY

Documentation Verification Completed By:

Buyer

Date

EXHIBIT F

MISCELLANEOUS INFORMATION

Missouri Secretary of State/Authorization to Transact Business

In accordance with section 351.572.1, RSMo, the Department is precluded from contracting with a vendor or its affiliate who is not authorized to transact business in the State of Missouri. Bidders must either be registered with the Missouri Secretary of State, or exempt per a specific exemption stated in section 351.572.1, RSMo.
 (<http://www.moga.mo.gov/mostatutes/stathtml/35100005721.html>)

<p>If the bidder is registered with the Missouri Secretary of State, the bidder shall state legal name or charter number assigned to business entity</p>	<p>Legal Name: <u>Guarded Exchange LLC</u> Missouri State Charter # _____</p>
<p>If the bidder is not required to be registered with the Missouri Secretary of State, the bidder shall state the specific exemption stated per section 351.572.1, RSMo.</p>	<p>State specific exemption _____ (List section and paragraph number) Stated in section 351.572.1 RSMo, _____ (State Legal Business Name)</p>

Extremely Urgent

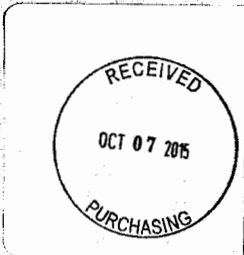
Call 1-800-PICK-UPS® (1-800-742-5877) or visit UPS.com®

This Express Pak is for use with the following services:
UPS Next Day Air®
UPS Worldwide ExpressSM
UPS 2nd Day Air®
UPS Worldwide ExpeditedSM

Apply shipping documents on this side.

Do not use this Express Pak for:
UPS Ground
UPS Standard
UPS 3 Day SelectSM

Beth Lambert



RECEIVED
MO DEPT. OF CORRECTIONS
PURCHASING SECTION
10/7/2015 1:48 PM

Guarded Exchange
TEB16708100

Contents should be packed to ensure safe transportation