

**REQUEST FOR PROPOSAL (RFP)**

**RFP # 26-008**

**Leggett and Platt Restroom Renovation**

**ISSUE DATE:**  
**April 17, 2026**

**SUBMISSION DATE:**  
**May 08, 2026**

This document constitutes a request for competitive, sealed bids from qualified individuals and organizations to provide Restroom Renovations for Missouri Southern State University in accordance with the terms and conditions set forth herein. These components and system are intended to describe the project's general requirements and are not intended to be representative of all specifications and details that may be required.

Prior to award of the contract all questions and/or clarifications regarding this proposal should be submitted by email to [Jennings-k@mssu.edu](mailto:Jennings-k@mssu.edu) by 12:00pm CST April 27, 2026. Questions received after this date may not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

**Projected Schedule and Timeline:**

Bid Opening date..... May 08, 2026  
Estimated award date ..... May 18, 2026  
Notice to Proceed..... May 18, 2026

\*MSSU Reserves the right to change the projected schedule and timeline

**Pre-Bid Meeting:** There will be a mandatory pre-proposal conference held at Leggett and Platt Gym Lobby/Restroom Area to review the scope of work and answer any questions at that time. The meeting will be held at 8:30am CST April 22, 2026. University Address: 3950 E Newman Road, Joplin MO, 64801.

**Proposal Due Date:**

No later than 2:00pm, Central Standard Time, May 08, 2026

**Bid Opening:**

Bid opening will begin at 2:00pm Central Standard Time May 08, 2026 in Billingsly Student Center Room 356, 3950 E Newman Road, Joplin MO 64801.

**Submission Requirements:**

Electronic submission is not allowed.

Bid materials must be completely sealed in an envelope with the bid number showing on the outside of the envelope. Two (2) hard copies and one (1) flash drive/USB compatible device including all attachments and certifications should be included.

Hand Delivering Instructions: If you will be hand delivering your bid within 30 minutes of the bid opening time stated above please deliver the bid to Billingsly Student Center Room 356. If you will be hand delivering your bid any time before the 30 minutes noted above, please deliver the bid to Hearnest Hall 211B.

Mail-In Instructions: If you elect to mail in your bid, they need to be received on campus at least 24 hours in advance of the bid opening to ensure enough time for delivery to Financial Services. It is your responsibility to confirm that Financial Services has received your bid in advance of the bid opening. Mailed bids should be mailed to the address below.

Missouri Southern State University  
Financial Services, Hearnest Hall 211  
3950 E Newman Rd,  
Joplin, MO 64801

Please see Offeror’s Information Section for details on proprietary information when submitting bids. Your proposal must be valid for a period of 180 days from the proposal due date.

All pages with a signature line or fillable information are required. Responses with unsigned/unfilled forms may be considered non-responsive.

**Project Description and Scope of Services**

**Project Description:** Four restroom renovations consisting of ceilings and walls painted, restroom partitions painted or alternate. All VCT flooring removed and concrete scrubbed and polished.

**Scope of Services:**

1. Demolition Work:
  - a. Removal of all partitions and hardware (to be re-used) see alternate.
  - b. All VCT removed.
  - c. Minor wall furnishings/hardware removal as needed for painting.
2. General Installations:
  - a. Any walls or ceilings repainted as needed drywall or holes filled
  - b. All partitions sanded or roughed for paint. Then painted not brushed (Oil base preferred for scratch resistance or prepped for powder coating. Then re-installation (existing non-rusted hardware may be used if painted or new hardware purchased. Regular philips/torque stainless steel screws may be used.
  - c. Alternate 1 full replacement of all partitions with two cost purposes (A) Metal (B) Plastic. Full replacement must match existing layout with exception to the last ADA stall as defined.
  - d. Concrete floors grind/polished then sealed.
  - e. Painting of ceilings and walls. Color TBD.
  - f. Existing ADA stalls will be modified with one toilet being removed/plugged and last partition expanded to 60" width with grab rails. Toilet will remain at same height.
3. Other Work:
  - a. Existing plumbing fixtures will remain and re-used. They can be pulled as needed. Contractor is responsible then for all replacement seals and gaskets or minor plumbing valves as needed for re-installations.
  - b. Existing lighting to remain same.
  - c. All existing fixture height will remain as originally installed.
  - d. Contractor responsible for keeping track flooring clean and free from work debris.
4. Project Closure Requirements
  - a. Area cleaned, final walk through and inspection with MSSU Director of Facilities or delegate.
5. Change Orders:
  - a. With any project there may be the need for changes in scope of work. All change orders must be made in writing and all costs submitted separately. Written approvals can be made in writing or through e-mail.
6. Alternate 1:
  - a. Metal Partitions
  - b. Plastic Partitions

**Insurance and Bonds**

1. Each proposal shall be accompanied by a five percent bid bond from a bonding company satisfactory to Missouri Southern State University. Proposal security is required as guarantee that contractor will enter into a written contract and furnish performance and payment bonds; and if successful contractor fails to do so within 30 days from the date of closing of the proposals, proposal security will be called in by the University.
2. The successful contractor shall submit to the University a Certificate of Insurance for all insurance required under this provision. The contractor shall provide and maintain in effect during the life of the project and warranty period the following coverage for which Missouri Southern State University shall be named as “an additional insured”

- | a. Workers Compensation  | Statutory Limits |
|--|------------------|
| b. Comprehensive general liability (including premises-operations; independent contractors’ protective; products and completed operations; broad form property damage):            |                  |
| c. Bodily injury:  |                  |
| i. Each Occurrence   | \$500,000        |
| ii. Aggregate, Products and completed operations   | \$1,000,000      |
| d. Property Damage:  |                  |
| i. Each Occurrence   | \$500,000        |
| ii. Aggregate  | \$1,000,000      |
| e. Products and completed operations   |                  |
| i. Insurance shall be maintained for the duration of construction and Contractor shall continue to provide evidence of such coverage to University during the construction period. |                  |
| f. Property damage liability insurance   |                  |
| i. Shall include coverage for the following hazards:   |                  |
| 1. Explosion, Collapse, Underground  |                  |
| g. Contractual Liability   |                  |
| i. Bodily Injury   | \$500,000        |
| ii. Property damage  | \$500,000        |
| h. Comprehensive automobile liability:   |                  |
| i. Owned, non-owned, and hired   |                  |
| 1. Bodily injury:  |                  |
| a. Each person   | \$500,000        |
| b. Each accident   | \$1,000,000      |
| c. Property damage   | \$1,000,000      |

**Authorized to Do Business:** If Contractor is a corporation or limited liability company organized in the State of Missouri, Contractor represents that it is in Good Standing with the Missouri Secretary of State. If Contractor is a corporation or limited liability company organized in a state other than Missouri, Contractor represents that it is authorized to do business in the State of Missouri.

**Liquidated Damages:** should the contractor fail to finish the work on or before August 07, 2026, contractor shall be charged by the University, as liquidated and ascertained damages, the sum of five hundred dollars (\$500) for each calendar day that the work remains incomplete beyond the specified date(s), subject only to extensions of time granted in writing by the University for unforeseen conditions. The amount so charged shall be deducted by the University from any monies which otherwise be or become payable to the Contractor.

### **Prevailing Wages**

The Prevailing Wage Law applies to all public works projects constructed by or on behalf of state and local public bodies for Agreements in the amount of seventy five thousand dollars or more. Not less than the prevailing hourly rate of wages, as set out in the wage order attached to and made part of the specification for work under the contract, shall be paid to all workers performing work under the contract. Section 290.250, RSMo. Please see attachment A – Annual Wage Order No. 32.

The Contractor and each Subcontractor engaged in construction of public works shall keep full and accurate records clearly indicating the names, occupations and crafts of every worker employed by them in connection with the public work together with an accurate record of the number of hours worked by each worker and the actual wages paid therefore. The payroll records required to be so kept shall be open to inspection by any appointed representative of the contracting public body or of the department at any reasonable time and as often as may be necessary and such records shall not be destroyed or removed from the state for the period of one year following the completion of the public work in connection with which the records are made. Contractors shall submit certified copies of their payrolls to the contracting public body on a monthly basis.

For any construction of public works, each Contractor and Subcontractor shall file with the contracting public body upon completion of the public work and prior to final payment the enclosed wage rate affidavit stating that they have fully complied with the provisions and requirements of this chapter and as set forth in the Department of Labor and Industrial Relations Prevailing Wage Section 290.290, RSMo., and no public body shall be authorized to make final payment until such affidavit is filed therewith in proper form and order.

Each Contractor and Subcontractor engaged in construction of public works for Agreements in the amount of two hundred fifty thousand dollars or more shall have its name, acceptable abbreviation or recognizable logo and the name of the city and state of the mailing address of the principal office of the company, on each motor vehicle and motorized self-propelled piece of equipment which is used in connection with such public works project during the time the Contractor or Subcontractor is engaged on such project. The sign shall be legible from a distance of twenty feet but the size of the letting need not be larger than two inches. In cases where equipment is leased or where affixing a legible sign to the equipment is impractical, the Contractor may place a temporary stationary sign, with the information required pursuant to this subsection at the main entrance of the construction project in place of affixing the required information on the equipment so long as such sign is not in violation of any state or federal statute, rule or regulation. Motor vehicles which are required to have similar information affixed thereto pursuant to requirements of a regulatory agency of the state of federal government are exempt from the provisions of this subsection

# MISSOURI SOUTHERN

STATE UNIVERSITY

Per Section 290.265, RSMo., a clearly legible statement of all prevailing hourly wage rates to be paid to all workers employed in order to execute the Agreement and employed on the construction of the public works is kept posted in a prominent and easily accessible place at the site thereof by each Contractor and Subcontractor engaged in the public works project under the provisions of this law and such notice shall remain posted during the full time that any worker shall be employed on the public works.

Per section 290.250, RSMo., the Contractor will forfeit a penalty to the contracting public body of \$100 per day (or portion of a day) for each worker that is paid less than the prevailing rate for any work done under the contract by the contractor or by any subcontractor. For detailed information on rules and occupational titles, see 8 CSR 30-3.010 through 3.060.

The Owner, and its agents and officers, shall take cognizance of all complaints of all violations of the provisions of Sections 290.210 to 290.340 RSMo. Committed in the course of the execution of the contract, and, when making payments to the contractor becoming due under the contract, shall withhold and retain therefrom all sums and amounts due and owing as a result of any violation of sections 290.210 to 290.340 RSMo.

**Required Training:** The contractor and all subcontractors to the contract must require all on-site employees to complete the ten-hour construction safety training program required under Section 292.675, RSMo, unless they have previously completed the program and have documentation of having done so.

The contractor will forfeit a penalty to the contracting public body of \$2500 plus an additional \$100 for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. Section 292.675 RSMo.

**Examination of Bid Package:**

Before Submitting a Proposal, it is the responsibility of each bidder to:

1. Thoroughly examine this bid package and other related data identified in this bid package.
2. Consider federal, state, and local laws, ordinances, rules and regulations that may in any manner affect cost, progress, performance, and furnishing of the work.
3. Promptly notify the University of all conflicts, errors, ambiguities, or discrepancies which Bidder has discovered in or between the information provided in this bid package and such other related documents.

**Offeror's Information**

1. Proposals, pricing pages, and all other marketing materials and documents must be in one volume. Submit two (2) hard copies of the bid and one (1) flash drive/USB compatible device including all attachments. Bids must be submitted on 8 ½" x 11" paper and shall not exceed one hundred (100) pages in total length.
2. If your proposal contains any information you consider to be proprietary, you must place it in a separate envelope or file if e-mailed and/or saved on a flash drive/USB compatible device and mark it "Proprietary Information". Missouri Southern State University is the final authority as to the extent of material considered proprietary or confidential. Pricing information cannot be considered proprietary.
3. Once an award is announced, all proposals submitted in response to this RFP will be open to inspection by any interested person or organization. Therefore, an offeror shall not request that its entire proposal be treated as confidential or proprietary information. In addition, the pricing/financial proposal will not be treated as trade secret or proprietary information, or otherwise be deemed confidential.
4. Pursuant to Section 610.021 RSMo, proposals will not be available for public review until after a contractual agreement is executed or all proposals are rejected. Missouri Southern State University will notify RFP respondents of the vendor who has been selected to perform these services. Any award protest must be received within 10 days after the date of notification of award in accordance with the statute.
5. To facilitate evaluation, it is highly desirable that the proposal be organized to respond to each section of the RFP, utilizing the same numbering arrangement for each item. In addition, the pages in the proposal should be numbered.

**Evaluation Process:**

1. Proposals will be competitively evaluated based on the responses to all requirements in this RFP. The evaluation of a Contractor’s ability to provide the required services will be based on Contractor’s written proposal, and if selected as a finalist, presentation, interviews, visits to Contractor’s client reference accounts, and best and final offers. The following is the criteria that will be used as part of the evaluation:

Scoring Criteria	Points
References	30
Estimated Days till Completion	25
Pricing	45
<b>Total</b>	<b>100</b>

2. When evaluating a proposal, the University reserves the right to consider relevant information and fact, whether gained from a proposal, a Supplier, a Supplier’s references, or from any other source. Any information submitted with the proposal, regardless of the format or placement of such information, may be considered in making decisions related to the responsiveness and merit of a proposal and the award of an Agreement.

# MISSOURI SOUTHERN STATE UNIVERSITY

## Proposal:

1. The undersigned, having examined and being familiar with all the requirements of this RFP, hereby proposes to furnish the requested items or services required for the performance and completion, in a workmanlike manner, of all work for **Leggett and Platt Restroom Renovation**, Missouri Southern State University, Joplin Missouri all in accordance with the aforementioned documents for:

Base Proposal:

The fixed sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_).

Alternate #1 \_\_\_\_\_ Dollars (\$\_\_\_\_\_).

Estimate Start date: \_\_\_\_\_ Estimated Days till Completion: \_\_\_\_\_

2. In submitting the proposal, it is understood that the right is reserved by the owner to reject any and all proposals, and it is agreed that the proposals may not be withdrawn for a period of one-hundred eighty (180) days after the specified time for receiving the proposals.

3. The undersigned agrees to accept an award for the contract for work above and shall begin the work within ten (10) calendar days after Notice to Proceed is received as defined in the contract documents.

4. This proposal shall remain valid for a period of one-hundred eighty (180) days.

5. **Unsigned proposals will be considered non-responsive.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026

Company Name \_\_\_\_\_

Presiding Officer \_\_\_\_\_

**Signature** \_\_\_\_\_

Responders acknowledged receipt of the following addenda:

Addendum No. \_\_\_\_, Dated \_\_\_\_\_ Addendum No. \_\_\_\_, Dated \_\_\_\_\_

Addendum No. \_\_\_\_, Dated \_\_\_\_\_ Addendum No. \_\_\_\_, Dated \_\_\_\_\_

**Subcontractor List**

The General Contractor shall provide a list of proposed subcontractors included in their Bid. Failure to complete this form may result in the bid being considered as “incomplete” and exempt from consideration. If the General Contractor will be performing any of the work listed below, please list themselves as the subcontractor.

Mechanical: \_\_\_\_\_

Electrical: \_\_\_\_\_

Plumbing: \_\_\_\_\_

Drywall: \_\_\_\_\_

Flooring: \_\_\_\_\_

Painting: \_\_\_\_\_

**References**

Each Bidder must submit a minimum of three references in the higher education sector of similar size to the University. If this information is not available list current contracts with schools and governmental agencies. Include contact and email addresses for each reference. No reference may be an affiliate of the bidder or the bidder's officers, director, shareholder or partners.

1. Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Name/Title of Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Length of Relationship: \_\_\_\_\_

2. Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Name/Title of Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Length of Relationship: \_\_\_\_\_

3. Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Name/Title of Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Length of Relationship: \_\_\_\_\_

4. Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

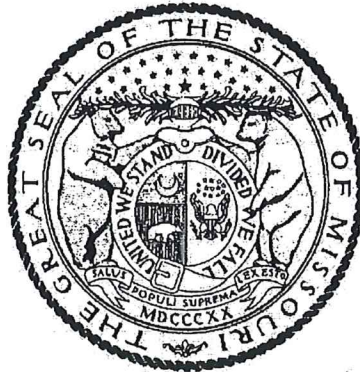
Name/Title of Contact: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Length of Relationship: \_\_\_\_\_

# Missouri

## Division of Labor Standards

### WAGE AND HOUR SECTION



MIKE KEHOE, Governor

# Annual Wage Order No. 32

Section 049  
**JASPER COUNTY**

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by

Logan Hobbs, Director  
Division of Labor Standards

Filed With Secretary of State: March 10, 2025

Last Date Objections May Be Filed: April 9, 2025

Prepared by Missouri Department of Labor and Industrial Relations

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Asbestos Worker	\$34.92
Boilermaker	\$28.82*
Bricklayer-Stone Mason	\$28.82*
<b>Carpenter</b>	<b>\$52.44</b>
Lather	
Linoleum Layer	
Millwright	
Pile Driver	
Cement Mason	\$41.31
Plasterer	
Communication Technician	\$28.82*
Electrician (Inside Wireman)	\$50.49
Electrician Outside Lineman	\$28.82*
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Elevator Constructor	\$28.82*
Glazier	\$28.82*
Ironworker	\$28.82*
Laborer	\$40.80
General Laborer	
First Semi-Skilled	
Second Semi-Skilled	
Mason	\$28.82*
Marble Mason	
Marble Finisher	
Terrazzo Worker	
Terrazzo Finisher	
Tile Setter	
Tile Finisher	
Operating Engineer	\$28.82*
Group I	
Group II	
Group III	
Group III-A	
Group IV	
Group V	
Painter	\$38.49
Plumber	\$55.58
Pipe Fitter	
Roofer	\$44.74
Sheet Metal Worker	\$52.19
Sprinkler Fitter	\$28.82*
Truck Driver	\$28.82*
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

\*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. The public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

\*\*The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title as defined in RSMo Section 290.210.

Heavy Construction Rates for  
JASPER County

Section 049

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Carpenter	\$28.82*
Millwright	
Pile Driver	
Electrician (Outside Lineman)	\$28.82*
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Laborer	\$45.92
General Laborer	
Skilled Laborer	
Operating Engineer	\$64.15
Group I	
Group II	
Group III	
Group IV	
Truck Driver	\$28.82*
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate Sheet.

\*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. Public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

\*\*The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title.

# OVERTIME and HOLIDAYS

## OVERTIME

For all work performed on a Sunday or a holiday, not less than twice (2x) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work.

For all overtime work performed, not less than one and one-half (1½) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work or contractual obligation. For purposes of this subdivision, "**overtime work**" shall include work that exceeds ten hours in one day and work in excess of forty hours in one calendar week; and

A thirty-minute lunch period on each calendar day shall be allowed for each worker on a public works project, provided that such time shall not be considered as time worked.

## HOLIDAYS

January first;  
The last Monday in May;  
July fourth;  
The first Monday in September;  
November eleventh;  
The fourth Thursday in November; and  
December twenty-fifth;

If any holiday falls on a Sunday, the following Monday shall be considered a holiday.