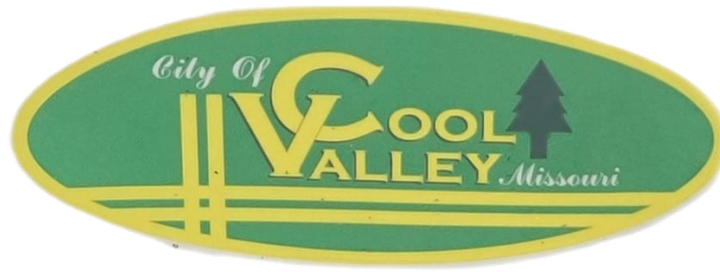


REQUEST FOR PROPOSAL

Police Services

**City of Cool Valley
100 Signal Hill Dr.
Cool Valley, MO 63121
(314) 521-3500
www.CityofCoolValley.org**



CITY OF COOL VALLEY REQUEST FOR PROPOSALS

Police Services

The City of Cool Valley is seeking proposals for police services that will provide effective and efficient police protection for its residents. To protect life, property, enforce criminal law, conduct criminal investigations, regulate traffic, enforce crowd control, and perform public safety duties, and other duties concerned with public order.

Bid specifications may be obtained from Cool Valley City Hall, 100 Signal Hill Dr., Cool Valley, MO, 63121, or via the City's website (www.cityofcoolvalley.org) on or after September 9, 2025, between the hours of 8:30 a.m. and 4:00 p.m. (CST).

Sealed bid proposals shall be delivered to the above address no later than 3:00 p.m. CST, September 22, 2025, at which time they will be publicly read aloud in the Council Room at City Hall on September 24, 2025, at 5:00 p.m.

One original and six (6) photocopies of the proposal shall be furnished. If sent by mail, the sealed envelope containing the proposals must clearly identify the contractor and be addressed to the City at the location listed above.

Facsimile ("fax") machine-transmitted proposals will not be accepted, nor will the city transmit the RFP documents to prospective Contractors via fax or any other electronic means.

The Board of Aldermen reserves the right to reject any and all bids and to waive all irregularities. Final decision on the award of the bid will be made by the Board of Aldermen.

Please contact Dianna Drake, City Clerk, at 314-521-3500 or cityclerk@cityofcoolvalley.org if there are any questions or to request additional information.

A. PROPOSAL DELIVERY PROCEDURES

Sealed proposals shall be delivered to:

Dianna Drake, City Clerk
Cool Valley City Hall
100 Signal Hill Dr.
Cool Valley, Missouri 63121

No later than 3:00 p.m. CST, on September 22, 2025. Sealed envelopes should be clearly labeled "Attention Dianna Drake, City Clerk, Sealed Proposals for Police Services and ", with the Contractor's name on the envelope. One original and six (6) photocopies of the proposal shall be furnished. If sent by mail, the sealed envelope containing the proposals must be enclosed in another envelope addressed to the City at the location stated in this paragraph.

Proposals received prior to the time of opening will be securely kept, unopened. No responsibility shall be attached to the City for the premature or non-opening of a proposal not properly addressed and identified.

Proposals arriving after the above-specified time, whether sent by mail, courier, or in person, shall not be accepted. These proposals will either be refused or returned unopened. It is the Contractor's responsibility to ensure timely delivery regardless of the method used. Mailed proposals delivered after the specified time will not be accepted, regardless of the postmarked date or time on the envelope.

1. FORMAT FOR SUBMISSIONS

A properly prepared proposal shall consist of:

- 1) a valid proposal security
- 2) company information
- 3) Request for price quotation sheet
- 4) reference schedule
- 5) equipment specification

Proposals should also contain a signed cover letter of submittal on the Contractor's letterhead. The signed cover letter accompanying the proposal must be from any officer or employee having the authority to bind the Contractor by signature. Failure to submit all the required information may result in the disqualification of the Contractor from consideration. Contractors may be asked to provide additional information or give an oral presentation of their proposal later.

All price quotation sheets and schedules must be correctly filled in, using ink, or entered in typed form. Any erasure or error corrections must be initialed in ink. All forms requiring signatures must be properly signed in ink in the proper spaces. If the Contractor

is unable to provide a quotation on a given commodity or service alternative, each relevant item on the price quotation sheet must have the words "No quotation" entered thereupon.

2. TIME SCHEDULE

The city expects to adhere to the following schedule:

- * Issue RFP: September 9, 2025
- * Deadline for Receipt of Written Questions: September 11, 2025
- * City Response/Addenda to be sent by: September 17, 2025
- * Proposals Due By: September 22, 2025, 3:00 p.m.
- * Opening Proposal: September 24, 2025, 5:00 p.m.
- * Regular Council Meeting September 24, 2025, 6:00 p.m.

ANTI-COLLUSION STATEMENT: The signed bidder has not divulged to, discussed, or compared the bid with other bidders and has not colluded with any other bidder or parties to a bid, whatever. (NOTE: No premiums, rebates, or gratuities to employees or officials of the City are permitted either with, prior to, or after any delivery of the product(s) or service(s). Any such violation will result in cancellation and/or return of the item(s) (as applicable) and removal from the Bid List(s).

The City of Cool Valley, Missouri: We (I), the undersigned, hereby agree to furnish the following product(s) or service(s) at the price(s) and terms stated, subject to all instructions, conditions, specifications, and all attachments hereto. We (I) have read all attachments, including Specifications, and fully understand what is required. By submitting this signed Proposal, we (I) hereby agree that we (I) will make available for audit to appropriate City Officials any applicable records pertinent to a resulting order and/or contract for verification of pricing per the terms of the purchase agreement.

COMPANY INFORMATION SHEET

Date

Company

Address

City/ State/Zip Code

Business Phone

Cell Phone

Contact

Email Address

Title

Signature

I _____, representing the Bidder in an official capacity understand that the information furnished to the City of Cool Valley is true and correct and any misinformation may result in the cancellation of a purchase award. I have reviewed this bid packet and understand the products and services to be provided. I also understand that the City has sole discretion to reject or accept any or all portions of the proposal.

Signature and Title of Authorized Representative

Date

LIST OF MUNICIPAL OR GOVERNMENT REFERENCES

Please provide references from at least three clients for whom you have, within the past 18 months, procured comparable or substantially similar systems and performed similar services. The City will contact references only if you are a finalist in the evaluation process.

1. Name of entity: _____
Contact person: _____
Address: _____
Phone: _____
Type of services performed: _____

2. Name of entity: _____
Contact person: _____
Address: _____
Phone: _____
Type of services performed: _____

3. Name of entity: _____
Contact person: _____
Address: _____
Phone: _____
Type of services performed: _____

4. Name of entity: _____
Contact person: _____
Address: _____
Phone: _____
Type of services performed: _____

REQUEST FOR PROPOSALS REGARDING

Police Service

I. Introduction

- The City of Cool Valley wishes to explore how it can best provide effective and efficient police protection to its residents. As part of that assessment, the City invites you to submit a proposal for providing police services to the people of Cool Valley.

II. Proposal Requirements

Proposals should, at a minimum, address the following:

- A complete and detailed description of the police department of the proposing agency, including, but not limited to: the number of personnel; any specialized units or services offered by the department; any certifications, recognitions or awards earned by the department; initial and continuing officer training programs offered and/or required by the department, and any additional information or data which you believe Cool Valley should take into account.
- A complete and detailed description of all services to be provided to Cool Valley.
- The level of patrol services to be provided. If the number of patrol officers in the City of Cool Valley is to be different at various times of the day specify the levels and time periods.
- Whether, and how, patrol or specialized resources or services will be shared simultaneously between the proposing agency and Cool Valley.
- The name, position and contact information of the person having direct responsibility for the services to be provided to Cool Valley, and, if different, the name, position and contact information of the person to be responsible for interfacing with Cool Valley officials with respect to police matters.
- Information as to how appearances by police personnel for Municipal Court matters and security at Cool Valley Municipal Court sessions will be arranged, and whether any additional fees will be charged to Cool Valley with respect to such court-related activities.
- If the City of Cool Valley participates in a program of traffic camera safety enforcement, describe whether and how your agency would train necessary personnel in this program and support continued or expanded traffic camera enforcement efforts in Cool Valley.
- The kinds of reports, data and information relating to police services and activities to be provided to Cool Valley officials and the frequency of such reports and information, including attendance at Cool Valley Board of Aldermen regular and special meetings and the person to be responsible for same.

- Whether the proposing agency intends to hire any additional personnel in order to provide service to Cool Valley. If so, current Cool Valley police personnel will be considered for employment by the proposing agency, and how and by whom such employment decisions are to be made.
- The proposed disposition of vehicles and equipment is currently used by the Cool Valley police department.
- The basis upon which fees charged to Cool Valley are to be calculated. Specify the guaranteed maximum first-year annual cost to Cool Valley and the maximum adjustments to cost which may be charged during each of the next five years.
- Whether the use of any specialized units or services by, or for, Cool Valley would involve any additional cost to Cool Valley.
- The types and levels of any insurance carried by the proposing agency with respect to the services to be provided and/or for the benefit of Cool Valley.
- An initial draft of a proposed contract between Cool Valley and the proposing agency.
- A timetable and plan for the transition of services and any programs and outreach efforts to be undertaken by the proposing agency to inform Cool Valley residents how police services will be provided and how their needs will be addressed. State whether Cool Valley's name is to be displayed on the police vehicles of the proposing agency.

III. Additional Information

- Proposals may also include any additional information bearing on the services offered by the proposing agency and the manner in which they will be made available to Cool Valley and its residents.

The City is also open to and interested in considering creative and effective arrangements other than a standard contract for services. Alternative proposals such as pooling of resources, joint operations, shared training, supplemental services such as as-needed additional investigatory or patrol resources, joint command arrangements, or other innovative and mutually beneficial partnerships or joint undertakings are encouraged.

IV. Submittal Deadline

- Proposals are to be received by the Cool Valley City Clerk, 100 Signal Hill Drive, Cool Valley, Missouri, 63121 **no later than 3:00 PM on Monday, September 22, 2025.**

Any inquiries regarding this Invitation to Submit Proposals should be addressed in writing to the City Clerk at the above address or via e-mail addressed to: cityclerk@cityofcoolvalley.org