

Entity Name: South Dakota State Government

Event Number: 9538

Event ID: 23RFP-SDSU12122023

Event Name: SDSU and the City of Brookings Dockless E-Scooter Sharing System

Requested By: Missy Schuetzle

Created By: Missy Schuetzle

Due By Date: 02/09/2024 01:00 PM Central Time

Q&A Cutoff Date: 12/12/2023 9:40 AM Central Time

Invitation Type: Invitation Only

Assigned Commodities: 070-20 Motor Scooters and Trucksters, Electric Powered (Including Golf Carts and All Terrain Vehicles) (Effective 1-1-06 this item has been inactivated, refer to Class 071, 072 and 073); 071-53 Motorscooters and Trucksters (Incl. All Terrain Types, Golf Carts, etc.)

Allow Supplier Terms and Conditions: No

Public Responses: No

Display Awardee: Display

Posting Board Status: Published

Event Status: Event Under Review

Section #: Name:

1 Section 1 - 23RFP-SDSU12122023

Do not submit responses through ESM Sourcing as this is for informational purposes only. Please download the attached documents and follow submittal instructions.

1.0 GENERAL INFORMATION

1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)

South Dakota State University (SDSU) and the City of Brookings, South Dakota (City), together are seeking the services of a vendor who meets the e-scooter share specifications listed below. This community-wide approach to e-scooter share implementation will require the selected vendor to provide seamless services across the borders of the two communities.

1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER

The SDSU Purchasing Office is the issuing office for this document and all subsequent addenda relating to it, on behalf of State of South Dakota, SDSU, and the City of Brookings. The reference number for the transaction is RFP #SDSU12122023. This number must be referred to on all proposals, correspondence, and documentation relating to the RFP.

1.3 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

RFP Publication: December 12, 2023

Deadline to Contact for Site Visit: January 5, 2024 by 1:00pm CST

Site Visit Completion Date: January 19, 2024

Offeror Questions Due: January 26, 2024 by 5:00pm CST

Responses to Offeror Questions: February 2, 2024 by 2:00pm CST

Proposal Submission: February 9, 2024 by 1:00pm CST

Oral Presentations/discussions (if required): February 16, 2024 if needed

Proposal Revisions (if required): February 23, 2024 if needed

Anticipated Award Decision/Contract Negotiation: March 1, 2024

1.4 SITE VISIT

Site visits are not required but are highly recommended. A site visit will be provided if completed by the deadline listed in section 1.3. Interested vendors must email Avery Sage at Avery.Sage@sdstate.edu and each vendor will receive an email or call to arrange a visit. The site visit will be between 2-3 hours in length and will be at the vendor's expense. NOTE: any questions asked during the site visit will need to be included in the Written Inquiries process (as outlined in section 1.12)

1.5 SUBMITTING YOUR PROPOSAL

All proposals, and any required files, must be completed and received in the SDSU Purchasing Office via email to Karen Bravek, SDSU Purchasing Manager at Karen.Bravek@sdstate.edu by the date and time indicated in the Schedule of Activities. Proposals received after the deadline will be late and ineligible for consideration. The proposal submission email MUST have a subject line that indicates the appropriate RFP Number and Open Date.

Example:

REQUEST FOR PROPOSAL #SDSU12122023 Opening 02-09-2024

This information is the ONLY information that should appear in the Subject Line of your email. Any other information could cause your bid to be rejected.

All proposals must be signed by an officer of the responder, legally authorized to bind the responder to the proposal. Proposals that are not properly signed may be rejected.

No proposal shall be accepted from, or no contract or purchase order shall be awarded to any person, firm or corporation that is in arrears upon any obligations to SDSU/State of South Dakota, or that otherwise may be deemed irresponsible or unreliable by SDSU or the State of South Dakota.

Terms and Conditions

ESM Sourcing Terms

None

General Terms and Conditions

None

Event Specific Terms and Conditions

See attached documents