

**MASTER AGREEMENT #092325****CATEGORY: Open Air Structures with Related Equipment and Services****SUPPLIER: RCP Shelters, Inc.**

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and RCP Shelters, Inc., 2100 Rays Way, Stuart, FL 34994 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

**Article 1:
General Terms**

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on November 7, 2029, unless it is cancelled or extended as defined in this Agreement.
- a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
- b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in RFP #092325 to Participating Entities. In Scope solutions include:
- a. Open air structures, such as pavilions, gazebos, shelters, band shells, amphitheaters, walkway covers, shade structures, transit stops, and dugouts; and
- b. Complimentary equipment, accessories, and services related to the solutions described in subsections 1. a. above, including design-build services, site assessment, site preparation, installation, maintenance or repair, and warranty programs.
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.
- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcewell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.
- 13) Supplier Representations:**
- i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.

ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.

iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.

14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the term of this Agreement.

15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time during the term of this Agreement.

16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to "federal" should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier's Included Solutions with United States federal funds.

i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted

Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.

iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).**

Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders

or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The

right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.

xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2: Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
 - Identify the applicable Sourcewell Agreement number;
 - Clearly specify the requested change;
 - Provide sufficient detail to justify the requested change;
 - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
 - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
 - Maintenance and management of this Agreement;
 - Timely response to all Sourcewell and Participating Entity inquiries; and
 - Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.

- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;

- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.
- 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.

- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.
- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.
- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.
- 18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and

maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.

19) **Grant of License.**

a) **During the term of this Agreement:**

i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.

ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.

b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.

c) **Use; Quality Control.**

i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

- 21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.
- 22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:
- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
 - \$1,500,000 each occurrence Bodily Injury and Property Damage
 - \$1,500,000 Personal and Advertising Injury
 - \$2,000,000 aggregate for products liability-completed operations
 - \$2,000,000 general aggregate
 - b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
 - c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.
 - d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.
- 23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.
- 24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

Article 3: Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.
- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.
- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's


standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity’s unique Sourcewell account number.

- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.
- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.
- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcewell

RCP Shelters, Inc.

Signed by:



C0FD2A139D06489...

By: _____

Jeremy Schwartz

Title: Chief Procurement Officer

Date: 11/11/2025 | 1:27 PM CST

DocuSigned by:



A79A666F2BDC485...

By: _____

Robert Ritter

Title: Owner

Date: 11/11/2025 | 9:07 AM PST

RFP 092325 - Open Air Structures with Related Equipment and Services

Vendor Details

Company Name: RCP Shelters

Does your company conduct business under any other name? If yes, please state: no

Address: 21000 Ray Way
Stuart, FL 34994

Contact: Jason Fittipaldi

Email: jason@rcpshelters.com

Phone: 772-261-5166

Fax: 616-283-6381

HST#: 59-2595331

Submission Details

Created On: Tuesday August 05, 2025 10:45:32

Submitted On: Monday September 22, 2025 10:31:29

Submitted By: Jason Fittipaldi

Email: jason@rcpshelters.com

Transaction #: a276b727-e1dd-410c-93eb-3336421ec2a3

Submitter's IP Address: 147.243.243.183

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *	
1	Provide the legal name of the Proposer authorized to submit this Proposal.	RCP Shelters, Inc.	*
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Y	*
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	none	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	GN7QMPDHD14	*
5	Provide your NAICS code applicable to Solutions proposed.	433, 625, 637, 639	
6	Proposer Physical Address:	RCP Shelters, Inc. 2100 Rays Way Stuart, FL 34994	*
7	Proposer website address (or addresses):	https://www.rcpshelters.com	*
8	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	Robert Ritter Owner 2100 Rays Way Stuart, FL, 34994 bob@rcpshelters.com 772-288-3600	*
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jason Fittipaldi 2100 Rays Way Stuart, FL, 34994 jason@rcpshelters.com 772-261-5166	*
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Joseph Folden Inside Sales 2100 Rays Way Stuart, FL, 34994 joe@rcpshelters.com 772-288-3600	*

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *
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11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	<p>Founded in 1957, RCP Shelters is a proud third generation, privately owned company committed to excellence in value engineering and precision manufacturing. With decades of experience, RCP has become a trusted name in the design and production of prefabricated wood and steel structures.</p> <p>Our Legacy & Commitment RCP Shelters remains privately owned and operated, with roots dating back to 1957. Our company is dedicated to building long-term relationships. RCP is a well-known and respected brand, consistently delivering quality that rivals top competitors. Our passionate team, known as the RCP Dream Team, strives for perfection in every phase, from design to delivery.</p> <p>Design & Engineering Excellence Every project is individually designed and engineered to meet or exceed local building codes and environmental loading conditions. RCP Shelters has proven performance in extreme conditions, from 265 psf snow loads in the Rocky Mountains and the 175 mph wind loads of South Florida.</p> <p>Product Offerings RCP is one of the industry's most diverse shelter manufacturers.</p> <ul style="list-style-type: none"> - Structural options include: Glued-laminated wood framed structures, structural steel tube framed structures, and combination steel and wood framed structures. - Popular designs and style include: Picnic Shelters, Pavilions, Shade Structures, Open-Air Roof Structures, Arbors, Ramadas, Gazebos, Band Shells, Amphitheaters, Playground Covers, Carousel Covers, Bleacher Covers, Dugout Covers, Mini Shelters, Transit Covers (Bus Stops, Train Stations, etc.), Kiosks, Trellises, Pergolas, Entryway Structures of all kinds (Gateways, Archways,, Portals, Thresholds, etc.), Sun Shelters, Privacy Shelters, Walkway Covers, Table and Bench Shelters (w/ seating and surfaces, integrated into structural framing), Bike Rack Covers (and other outdoor equipment covers), Open-Air Market Shelters, Enclosed Shelters, Equipment Covers (Utility Stations, Pump Stations, etc.), Restrooms, Concessions, Custom-Designed Open-Air Structures and more! - Roofing options include: Tongue and groove wooden roof decks (factory stained), metal roofing in various profiles, architectural shingles, and custom-specified materials. - Headquarters: Stuart, FL - Centralized Manufacturing & Freight Facility: Albert Lea, MN - Website: www.rcpshelters.com <p>RCP Core Values</p> <ul style="list-style-type: none"> - Health Before Wealth. Physical and mental well-being are top priorities. - Family First. Balance fosters consistent growth. - Be a Part of the Dream Team. A talented and dedicated team makes it all possible. - Trust and Accountability Among Coworkers. Strong communication is essential to us as a team, both within company and especially with our customers and partners. - Strive for Perfection. Set and pursue meaningful goals. - Take Initiative. Solve challenges proactively and solve problems. - Stable Foundations Made from Strong Relations. Our relationships are everything to us and we value every partnership we have. We believe success is a partnership, defined by the prosperity of our vendors and representatives. - Customer Service is Our Priority. Community service is our duty privilege.
12	What are your company's expectations in the event of an award?	<p>Sourcewell has been requested by many of our customers, dealers and representatives increasingly year after year.</p> <ul style="list-style-type: none"> - They all highly recommend Sourcewell for its convenience and ease of use. - We hope that partnering with the Sourcewell team will improve the convenience of incorporating our high quality products and customer service in all of their future projects. - We also believe that this partnership between Sourcewell and RCP Shelters will expand our existing customer base and attract new business for us. - Should we secure a contract, we would immediately begin training our customers, dealers and representatives in its usefulness and features.

13	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	<p>Founded in 1957, RCP Shelters brings decades of experience and reliability to every project. We are a well-established company with a proven track record of success in the shelter and structure industry.</p> <p>RCP Shelters is a family-owned and operated private business that controls all aspects of our pipeline. We have no outside influence from venture capital or equity-backed investors, nor a board of directors driving the decision-making of our team. This allows us to always think of our customers and partners first, not shareholders or anyone else.</p> <p>Over the past five years, including year-to-date 2025, RCP has generated more than \$68 million in revenue, with 85% of our business serving publicly funded markets such as government and educational institutions. With retained earnings, we self-finance all operations and all receivables in-house, which frequently exceeds \$2,000,000.</p> <p>As a cash-flow positive business throughout our history, we own our own buildings, do not borrow money from any banks or financial institutions, and pay all invoices within the week we receive them.</p> <p>We believe our long-standing history, financial strength, and dedication to public sector clients makes us a strong candidate for consideration with Sourcewell. RCP Shelters is committed to transparency, and we are prepared to provide certified, detailed financial documentation upon request.</p>	*
14	What is your US market share for the Solutions that you are proposing?	Although formal records are not available, RCP Shelters estimates its current share of the U.S. market to be between 15% and 20%. This significant presence reflects our longstanding reputation, strong customer relationships, and consistent performance across publicly funded sectors.	*
15	What is your Canadian market share for the Solutions that you are proposing?	While formal records are not available, RCP Shelters estimates its current share of the Canadian market to be between 2% and 4%. Our company is actively pursuing growth in Canada through targeted expansion initiatives (like Sourcewell), including several focused projects designed to increase market penetration and strengthen relationships with Canadian clients.	*
16	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	RCP Shelters has never been involved in any litigation, bankruptcy, or reorganization.	*
17	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	<p>b) As a manufacturer</p> <p>At RCP Shelters, we recognize that our success is intrinsically linked to our customers, dealers, and representatives. We value and treat these relationships as true partnerships. Like RCP, most of these partners are also privately-owned, family businesses and, together, we prioritize customer service above all else.</p> <ul style="list-style-type: none"> - Our current network is made up of over 20 independent dealers and sales representatives, along with their associated service providers, throughout the United States and Canada. - All our partner organizations are seasoned experts in parks, recreation, and site equipment design, selection, acquisition, and installation, with some maintaining ties to RCP throughout generations of business. - The foundation of our relationships is a "collaboration first" attitude, which includes everything from marketing and sales to customer service. Each partner's designated territory is handled uniquely to fit their needs. - We pride ourselves on consistently positive feedback from dealers and customers who highlight our exceptional capabilities in design, engineering, manufacturing, and customer service. - RCP also provides professional design and engineering consultation to all customers, offering guidance on site conditions, orientation, access, design, structural characteristics, and aesthetics. This consultation is provided as a complimentary service, underscoring our entire team's commitment to excellence and customer satisfaction through all stages of a project. 	*

18	<p>If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.</p>	<p>RCP's comprehensive industry certifications and approvals provide Sourcewell members with confidence in our manufacturing capabilities, engineering expertise, and quality standards. Our multiple certifications across different aspects of manufacturing and engineering ensure that we can meet the most stringent requirements while maintaining the highest standards of quality and performance. We are committed to excellence and delivering products that meet or exceed all industry standards.</p> <p>Manufacturing and Fabrication Certifications and Standards</p> <ul style="list-style-type: none"> - AISC Certification: American Institute of Steel Construction certification for steel fabrication. - AITC Certification: American Institute of Timber Construction certification for laminated wood beam manufacturing. - AWS Certified Welders: AWS certified welders on staff ensuring top-quality steel work. - AWS Certified Associate Welding Inspector: Full-time, on-staff inspector maintaining welding quality standards and consistency. - ASTM Standards Compliance: All materials meet or exceed ASTM specifications for structural steel, fasteners, and coatings. <p>Quality Management and Standards</p> <ul style="list-style-type: none"> - Quality Management System: Published Quality Management System incorporated into manufacturing process. - Third-Party Quality Audits: Annual audits of Quality System and Plant Processes by Third Party Agency. - Environmental Standards: Compliance with environmental regulations and sustainability requirements. <p>Engineering & Professional Licenses</p> <ul style="list-style-type: none"> - Professional Engineering Staff: Experienced engineering team with backgrounds in structural design and manufacturing who specialize in designs incorporating our shelters. - Licensed For Your Area: Comprehensive coverage across all U.S. states and Canadian provinces for local load conditions and building code compliance. <p>Government & Municipality Approvals</p> <ul style="list-style-type: none"> - City of Houston Approved Fabricator: Manufacturing facility approved for city projects. - City of Los Angeles Approved Fabricator: Manufacturing facility approved for city projects. - City of Phoenix Approved Fabricator: Manufacturing facility approved for city projects. - County of Clark County, NV Approved Fabricator: Manufacturing facility approved for Nevada projects. <p>Professional Staff Certifications</p> <ul style="list-style-type: none"> - Sales and Technical Staff: Professional staff with industry certifications and continuing education. - Manufacturing Specialists: Certified technicians in powder coating, structural fabrication, and quality control. - Quality Assurance Manager: Full-time on-staff quality management professionals. - Installers: All installers contracted through RCP are licensed general contractors within their state of service. <p>Documents: See "Additional-Document-RCP-Sourcewell.pdf" provided in the "Upload Additional Document" file slot.</p> <ul style="list-style-type: none"> - AISC Certification, page 1 - AITC Certification, page 2 - AWS Certified Welders, pages 3-34 - Engineering & Professional Licenses, pages 35-36 - Government & Municipality Approvals, pages 37-42
19	<p>Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.</p>	<p>RCP Shelters has maintained a clean compliance record throughout our 65+ years of operation, with no debarments or suspensions in our company history. We remain committed to maintaining the highest standards of business integrity and will promptly notify Sourcewell in writing should any such status arise during the RFP evaluation process.</p>

20	Describe any relevant industry awards or recognition that your company has received in the past five years.	<p>Industry Recognition These certifications are more about validation of capabilities and compliance with standards rather than competitive awards, but they do represent industry recognition of RCP's manufacturing excellence and quality control processes for both wood and steel structures.</p> <ul style="list-style-type: none"> - AISC Certification: American Institute of Steel Construction certification for steel fabrication. - AITC Certification: American Institute of Timber Construction certification for laminated wood beam manufacturing. <p>Accolades and Testimonials While we have not earned or participated in anything yielding an industry award, we do have a tremendous relationship with our partners and customers that we have been building over our company's 65+ year history. This includes decades-long partnerships with suppliers and countless repeat customers throughout the private and public sectors.</p> <p>McElroy Metal McElroy Metal is one of our longest-standing partners and chief supplier of metal roofing materials. They consistently commend our partnership and how we conduct business.</p> <p>Great Western Recreation "I've been a sales rep for Great Western here in Southern California for almost 10 years, and in that time I've represented many shelter companies. RCP stands out head and shoulders above the rest. Their customer service is unmatched—their team is always willing to pick up the phone, answer questions, and provide the support we need, whether it's for design, installation, or troubleshooting in the field. Shipments are consistently complete and on time, and in the rare case something does come up, RCP immediately takes ownership and makes it right. That reliability and responsiveness makes my job easier and, more importantly, gives my clients the confidence that their project is in good hands. Working with RCP is simply easy, and that's exactly what both I and my clients value most." — Myles Harvey, Playologist</p> <p>Star Playgrounds "RCP Shelters is a model for customer service. From order confirmation, setting expectations early, and updates through the process, they are always available to keep me informed. Ed has gone above and beyond to help keep the order processes smooth and stay with us during the install when we hit bumps in the field." — Jordan Larcade, Project Coordinator</p> <p>Documents: See "Additional-Document-RCP-Sourcewell.pdf" provided in the "Upload Additional Document" file slot.</p> <ul style="list-style-type: none"> - AISC Certification, page 1 - AITC Certification, page 2 - McElroy Metal, page 43 	*
21	What percentage of your sales are to the governmental sector in the past three years?	Approximately 75% of RCP sales are within the government sector.	*
22	What percentage of your sales are to the education sector in the past three years?	Approximately 5% of RCP sales are within the education sector.	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	<p>RCP Shelters currently holds cooperative purchasing agreements with: Equalis, Clay County, GoodBuy, and BuyBoard. Many of our reps and partners also hold state contracts within their specific territories.</p> <p>Annual Sales Volume Over Past Three Years</p> <ul style="list-style-type: none"> - Equalis: \$1,620,938.12 - Clay County: \$915,091.62 - GoodBuy: \$162,881.78 - BuyBoard: N/A; Contract is fairly new, and no sales figures are available at this time. <p>Feedback from our customers and partners has been overwhelmingly positive towards Sourcewell. We hope to meet their requests in the future and offer them the capability to purchase our products primarily through the Sourcewell contract.</p>	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Though we have held GSA contracts in the past, RCP Shelters does not currently hold an active GSA contract.	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
MRC, Inc.	Keith Davis	720-544-3765	*
Great Western Recreation	Tyler Kyriopoulos, Owner	435-760-5103	*
Star Playgrounds	Jordan Larcade, Project Coordinator	732-433-6123, ext. 1025	*
City of Palm Beach Gardens	Cory Wilder, Operations Manager, Parks & Grounds	561-804-7035	
The Watauga Company	Jason Snodgrass	321-537-2223	

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
26	Sales force.	<p>RCP Shelter's comprehensive sales force structure ensures Sourcewell participants receive personalized attention from local representatives with deep market knowledge, backed by centralized engineering and design expertise. Our direct, in-house employees and independent representative network collaborate in harmony to deliver exceptional sales experiences, technical support, and customer service throughout the entire project lifecycle.</p> <p>Direct Sales Team</p> <ul style="list-style-type: none"> - Director of Business Development: Manages the nationwide sales strategy, representative network, and provides engineering and technical sales support. - Sales Support Staff: Provide comprehensive sales assistance and customer support. <p>Nationwide Representative Network</p> <ul style="list-style-type: none"> - Over 20 Independent Dealers and Representatives: Strategically positioned across the United States and Canada to represent our business and products nationwide. - Geographic Coverage: Across all 50 U.S. states and parts of Canada, with designated territories managed by our reps. - Local Market Expertise: Representatives who possess deep regional knowledge, from varying customer needs to building code requirements. <p>Sales Support Infrastructure</p> <ul style="list-style-type: none"> - Business Development Team: Manages the representative network and provides ongoing training and support. - Design and Engineering Collaboration: Directly works with representatives, owners, design professionals, and customers on every project. - Technical Sales Support: Available for custom product development and technical consultations. - Customer Service Integration: Seamless coordination between sales, engineering, and customer service teams. <p>Representative Network Management</p> <ul style="list-style-type: none"> - Regular Training Programs: Includes scheduled video training meetings and quarterly representative meetings. - Technical Support: Ongoing engineering and design assistance for complex projects. - Marketing Collaboration: Joint promotion efforts and trade show participation. - Performance Monitoring: Continuous support and guidance to ensure customer satisfaction. <p>Documents: See "Additional-Documents-RCP-Sourcewell.pdf" provided in the "Upload Additional Document" file slot.</p> <ul style="list-style-type: none"> - Sales & Service Force, pages 44-50 	*

27	<p>Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.</p>	<p>RCP partners with a robust network of over 20 dealers, comprising over 200 sales professionals and countless service providers to deliver successful projects across the United States and Canada.</p> <p>Our dealers and representatives do more than just market and sell our products within their territories, they also assist customers with product selection, estimating, ordering, and coordinating delivery. When a service contract is in place, they also handle on-site installation and related services.</p> <p>At RCP, we view our dealers and reps as true business partners, many of whom have been with us for generations. Over time, strong relationships have developed among our salespeople, customers, specifiers, contractors, and engineers, often lasting well beyond the completion of individual projects.</p> <p>Together, we support the full project lifecycle, from product design and manufacturing to installation and service. Feedback from our dealers and customers consistently highlights the exceptional quality of our design, engineering, and manufacturing capabilities, as well as our outstanding customer service.</p> <p>We believe our success is defined by the prosperity of our customers, vendors, and representatives.</p>
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28	Service force.	<p>RCP's service force will ensure Sourcewell participants receive exceptional support throughout every stage of their project, from initial consultation through post-installation service and maintenance.</p> <p>We focus on providing personalized attention and technical expertise throughout their entire project experience (both direct, as well as through our independent dealers and representatives).</p> <p>Our nationwide network of service centers, combined with our centralized engineering and quality assurance capabilities, helps maximize project success and customer satisfaction while maintaining the highest standards of quality and compliance.</p> <p>Customer Service Team</p> <ul style="list-style-type: none"> - 15 Distribution and Service Centers: Strategically located across the United States. - Customer Service Staff: Available from 8 AM to 5 PM EST Monday through Friday. Extended support is also available as needed. - Personal Interaction: We work with all customers directly to help us collect information and resolve issues efficiently. - Local Service Coordination: Connects customers with capable, local installers and service providers when needed. <p>Order Processing and Project Management</p> <ul style="list-style-type: none"> - Comprehensive Order Management System: Allows our dedicated staff to handle order processing and project coordination in an efficient and organized manner. - Real-Time Project Updates: Provides customers with status and delivery information. - Documentation Support: Includes technical drawings, specifications, and installation instructions. - Warranty Administration: Manages warranty claims and service requests efficiently. <p>Technical Support and Engineering Services</p> <ul style="list-style-type: none"> - Licensed Engineering Staff: Certified in all 50 states and Canada for comprehensive technical support. - Design and Engineering Collaboration: Provides professional consultation on site conditions, orientation, access, design, and structural characteristics. - Site Assessment Services: Ensures everything is engineered and fabricated to meet the unique needs of your project site and local code. - On-Site Inspections and Assistance: Provided to assist with any complex issues on the job site, when required. - Custom Project Support: Every time. With our engineering team available to assist with complex design challenges and technical consultations. <p>Installation and Post-Installation Support</p> <ul style="list-style-type: none"> - Installation Coordination: Assists in securing crews with proper credentials and certifications. - Local Installer Networks: Provides installation services and required site work through certified contractors - Emergency Response: Allows for immediate attention and expedited delivery services for replacement parts in the rare event that issues arise. - Maintenance Support: Connects customers with local service providers for ongoing maintenance needs. <p>Quality Assurance and Compliance</p> <ul style="list-style-type: none"> - Full-Time Quality Assurance Manager: On-site ensuring consistent manufacturing standards. - AWS Certified Welding Inspector: Provides specialized technical support for structural integrity on all projects incorporating steel. - Third-Party Quality Audits: Annual audits of our Quality System and Plant Processes ensures our high standards are being met. - Compliance Support: All products meet local building codes and regulatory requirements. <p>Documents: See "Additional-Documents-RCP-Sourcewell.pdf" provided in the "Upload Additional Document" file slot.</p> <ul style="list-style-type: none"> - Sales & Service Force, pages 44-50
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	<p>RCP accepts orders from dealers and representatives or directly from the customer in any form. We maintain a limited inventory because each structure is individually engineered to local conditions. The order process is as follows:</p> <p>Project Requirements</p> <p>We identify in detail the project requirements:</p> <ul style="list-style-type: none"> - Project Reference Name - Site Address: Physical address or coordinates - Shipping Address: If different from site address - Roof Style: Gable, Hip, Hexagon, Single Slope, etc. - Size: Width x Length x Eave Height. Standard eave height is 7'-6" for park shelters. - Quantity: Number of structures required.

- Scope of Work: Provide all information possible for your project so our team may best serve you. It may include preliminary or bid drawings, specs, special project considerations and any other notes.

Design Process

- We take your Project Requirements information and apply our engineering expertise to bring the project to life.
- The Design Process can be iterative, especially for custom designs, until all parties are happy.
- We can work from existing drawings provided to you by architects and engineers or create new designs.
- RCP is available to join your sales staff on calls with owners and architects to provide expert analysis and assist with potential pitfalls when working through the stages of your project.

Proposal Creation

A proposal provided by our team will typically contain the following details:

- Proposal Number: A unique identifier assigned to more easily reference your project.
- Prepared By: A main point of contact for your project on the RCP team.
- Quantity: How many of each line item is being offered at that price point.
- Description: Details and specifications about each item.
- Price: A clear cost breakdown of all items and additional options offered.
- Options: The details and specifications of any options offered.
- Included Section: What is included in the core proposal items.
- Not Included Section: What is explicitly not included in the core proposal items.
- Terms & Conditions: Payment terms and information.
- Pricing Notes: Additional information about the pricing offered, purchase orders, payment, deposit options, Sourcewell discount, etc.

Ordering

When submitting your Purchase Order, the following information is needed to proceed:

- Initial information about the project site. This will be required at the next stage to conduct your job's site-specific engineering and typically includes Installation Site Address, Concrete Slab preference, Geotechnical or Soil Reports (if available), etc.
- Office contacts or additional contact information you would like attached to your project.
- Project manager who can receive and approve engineering drawings.
- Billing: Who to contact for billing and financial inquiries.

Engineering

Site-specific engineering is provided on every project. We will seek the following information to ensure we are designing your project to meet or exceed local building code requirements:

- Installation Site Address: Cross streets or latitude + longitude coordinates are ok.
- Concrete Slab: Our standard engineering design includes specifications for a new slab to work in conjunction with the column piers to reduce the overall foundation depth. Alternatively, we can forgo the new slab design and engineer deeper column piers. If other slab requirements are needed (no slab, existing slab, etc.), our team will work with you to design around your needs and adjust column pier designs accordingly.
- Geotechnical Reports: If available, engineering uses the soil bearing values instead of assumed allowable soils pressures to design foundations.
- Foundations: A complimentary foundation design is included.

- Shape

- Most models will be designed with a pier foundation to fit standard Sonotube sizes.
- For some models, a spread foundation is more efficient.
- Square foundations may be available upon request.
- Additional engineering fees may apply for custom or non-standard shapes.

- Depth

- Most pier foundations are at least 4' deep, but many can be deeper.
- Spread foundations may be available upon request.
- Additional engineering fees may apply for custom or non-standard depths.

- Anchorage

- Most steel column and base shoe foundations are design with poured in place anchor bolts.
- Depending on loading conditions, epoxy anchor design may be available upon request.
- Additional engineering fees may apply for custom or non-standard anchorage plans.

- Electrical Cutouts / Pathways (not applicable to all orders): If required, electrical cutouts and conduit pathways within tube steel structures may be available. Because electrical details are unique to each project and can affect the structural design, it is priced per individual project.

- Review Aesthetic and Other Characteristic of Your Items: Size, Shape, Eave Height, Column Location, etc.

- Drawing Review: All projects are made to order and require a drawing approval

prior to fabrication. This may mean that there could be more than 1 round of reviews with potential changes before everything is finalized. When you receive your project's custom-engineered drawings you may need to:

- Submit to an architect or building authority.
- Send comments/markups for adjustments.

- Final Drawing Approval: Once all drawing reviews are complete, we require a "Final Drawing Approval" notice to proceed with Fabrication. This is typically provided by the project owner or a representative and can be as simple as an email stating "drawings have been approved."

- Certified drawings will be emailed for review, comment, and/or approval for fabrication.
- Drawings are prepared for 22" x 34" plans and will print legibly at half scale on 11" x 17".
- These drawings are for permitting and installation.
- Please forward the drawings to the installer as drawings are not typically delivered with material shipments.
- Certified calculations are available upon request.

Fabrication

To proceed with fabrication RCP requires: Final Drawing Approval, Color Selections, and Order/Fabrication Deposit(s) paid (if applicable). Once received, orders are queued in the order which they were released for fabrication.

- Lead times are not guaranteed, subject to change on short notice, and do not include holiday weeks.
- If included with the order, anchor bolts and templates will arrive in two separate shipments a few weeks after release to fabrication.

Shipping

Various waves of communication are provided on your project's shipment schedule in the weeks leading up to its delivery. During this time, you will be asked to verify or provide:

- Written confirmation you will be able to receive the shipment.
- Delivery address.
- Delivery contact name.
- Delivery contact phone number.

Delivery-related checkpoints that we will email or call you about:

- 2 months (or more) before delivery: We will email a tentative delivery date.
- 4 weeks before delivery: We will email to initiate coordination.
- 1 week before delivery: We will email to confirm or reschedule delivery.
- Thursday before delivery: We will email to confirm.
- Friday before delivery: The logistics coordinator will call with a tentative day and time window.
- 24 hours (minimum) before delivery: The driver will call to coordinate specifics.
- Loading: Projects are typically loaded on Fridays, the week before delivery.
- Delivery: Deliveries are made mid-week, with some exceptions. Trucking will call the specified delivery contact at least 24 hours prior to arrival to finalize arrangements. Delivery dates are not guaranteed, as they are subject to change based on available shipping routes or weather. Dedicated freight is available upon request for an appropriate fee.
- Arrival: Materials are delivered on a semi-tractor flatbed trailer, 73' to 78' long. Occasionally, smaller components may be shipped separately and arrive at different times.
- Delivery Site Requirements: A minimum height clearance of 13'-6" and the ability to support an 80,000 lb. truck.

Installation

Often provided by contractors working with the customers or by one of our qualified partners, licensed and local to your project location.

Continued Support

As your project concludes we are available for continued support and questions. These areas might include Close-out Documents, Warranty Information, Maintenance Recommendations for long-term care of your project, Resolutions for field issues should any arise, Replacement Parts for vandalism, etc.

30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	<p>RCP Shelters is a 3rd generation, family-owned business that has been an industry staple since 1957. We strive to keep our core company small so that we can remain personable, agile and "quick on our feet." If issues arise, we like to respond immediately and resolve any issue in a timely and accurate fashion.</p> <p>Customer service is provided by every member of our team, and it is priority one. We pride ourselves on the fact that you can always get someone on the phone or via email who is working directly within the company. We do not outsource our support to anyone else (no call centers or 3rd party support teams).</p> <p>Project Support From initial dialogue through final completion, RCP Shelters and its representatives remain in contact during the entire life of your projects. Support can include product specifications, engineering drawings and calculations, installation support, warranty information, service instructions, and close-out documents. Our representatives and customer service team members will work with you and your project managers during all of it.</p> <p>Post-Sales Support RCP remains available for any follow-up services needed on every project. In the rare instance when a complication arises, we seek to identify and implement solutions immediately. Our team will work with you to ensure a proper response is underway and any necessary parties are involved: from manufacturing to local contacts near your job site. Top-tier communication will be provided along with any other resources required.</p> <p>Extended support is also available with flexible hours to meet your needs on projects with special circumstances.</p>
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities.	<p>RCP Shelters actively conducts business throughout the United States and Canada, offering comprehensive sales and service support. Our team is well-versed in the logistics, procedures, and compliance requirements associated with delivering products to all public and private sector entities (including U.S. military facilities).</p> <p>Many of our existing customers, who are already Sourcewell participants, have expressed strong interest in our inclusion, recognizing the value and efficiency our offerings could bring under the Sourcewell cooperative purchasing framework.</p> <p>Below are some additional highlights that make us a great match for Sourcewell:</p> <p>Comprehensive U.S. Market Coverage</p> <ul style="list-style-type: none"> - Nationwide dealer network covering all 50 states with local expertise and installation capabilities. - Full product portfolio (tube steel, laminated wood, custom designs) available to all participants - Licensed engineers certified in all 50 states, ensuring local building code compliance. <p>Competitive Advantages</p> <ul style="list-style-type: none"> - RCP Shelters' manufacturing and distribution hub is out of Albert Lea, MN, providing a central location that has proven to be ideal when servicing customers throughout the country. - Direct manufacturer relationships, ensuring consistent quality and competitive pricing. - 65+ years of experience with proven project success and stellar customer service. - Products engineered to meet diverse environmental conditions, from 265 psf snow to 175 mph wind loads. <p>Future Growth Strategy</p> <ul style="list-style-type: none"> - Commitment to providing competitive pricing and exceptional service to all U.S. Sourcewell participants. - Continued investment in market development and dealer relationships. - Active engagement with customers to understand evolving needs and market requirements across all regions. - Ongoing evaluation of opportunities to expand our presence through the Sourcewell cooperative purchasing programs. - Constant development on our company pipeline, incorporating the latest technologies in both manufacturing and software, benefiting our customers, partners, representatives, and our internal team.

32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	<p>RCP Shelters is excited to work with Canadian Sourcewell participants! We believe some of these key areas help us stand out among the crowd:</p> <p>Established Canadian Presence</p> <ul style="list-style-type: none"> - RCP has successfully served the Canadian market for decades, with established relationships and successful projects across multiple provinces. - Our comprehensive product portfolio and engineering expertise are fully available to Canadian customers, backed by our commitment to meeting local building codes and regulatory requirements. - Full product portfolio (tube steel, laminated wood, custom designs) available to Canadian customers. <p>Sourcewell Canada Commitment</p> <ul style="list-style-type: none"> - Strong willingness to develop Canada-specific pricing programs, accounting for exchange rates, duties, and taxes. - Same service quality and product availability for Canadian participants as U.S. members. <p>Competitive Advantages</p> <ul style="list-style-type: none"> - RCP Shelters' manufacturing and distribution hub is out of Albert Lea, MN, providing a central location that is ideal for servicing Canadian customers across all provinces. - Direct manufacturer relationship, ensuring consistent quality and competitive pricing. - 65+ years of experience with proven project success and stellar customer service. - Products engineered to meet diverse environmental conditions, from 265 psf snow to 175 mph wind loads. <p>Future Growth Strategy</p> <ul style="list-style-type: none"> - Commitment to providing competitive pricing and exceptional service to all Canadian Sourcewell participants. - Continued investment in Canadian market development and dealer relationships. - Active engagement with customers to understand evolving needs and market requirements across all provinces. - Ongoing evaluation of opportunities to expand our Canadian presence through the Sourcewell cooperative purchasing programs. - Constant development on our company pipeline, incorporating the latest technologies in both manufacturing and software, benefiting our customers, partners, representatives, and our internal team. 	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	RCP Shelters is willing and capable of fully servicing all Sourcewell members across all North America in both the United States and Canada.	*
34	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	RCP Shelters' offered product line will be available equally to all participating Sourcewell members. There are no exclusions for any entities.	*
35	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	RCP Shelters is fully capable of delivering products and services to Hawaii, Alaska, and all U.S. Territories, without any specific requirements or restrictions. Our nationwide dealer network and logistics partnerships already serve these regions successfully with our standard product offerings and installation services.	*
36	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	Yes, for certified non-profit entities with an approved tax application.	*

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *	
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37	<p>Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.</p>	<p>RCP Shelters is committed to maximizing the value of the Sourcewell contract for all participants through a comprehensive, multi-channel marketing approach. Utilizing our nationwide dealer network, industry expertise, and proven track record, we can ensure Sourcewell members can easily access our high-quality shelter solutions and exceptional service.</p> <p>More details of our proposed marketing strategy include:</p> <p>Train Dealers and Sales Staff RCP Shelters will immediately initiate training for our internal staff, in addition to our partners, independent dealers, and sales representatives network.</p> <ul style="list-style-type: none"> - This training will focus on the Sourcewell contract and cover its applications, benefits, and purchasing processes. - Each dealer will learn how their local territories and market segments can participate in the Sourcewell program. Many of our dealers and customers have already provided positive feedback regarding Sourcewell and have requested that RCP Shelters become a participating manufacturer. - RCP is a certified educational provider for the American Society of Landscape Architects (ASLA) and conducts regular training sessions with many of its members. A Sourcewell specific section would be incorporated and promoted in all our future classes. <p>Marketing Initiatives RCP Shelters will integrate the Sourcewell contract into our broader marketing strategy of:</p> <ul style="list-style-type: none"> - National and Local Trade Shows: We are active participants in major industry events such as those hosted by the National Recreation and Park Association (NRPA) and the American Society of Landscape Architects (ASLA), among many others. The availability of RCP Shelters products through the Sourcewell contract will be advertised and highlighted at all our future events (regional and national). - Professional Associations: Continued membership and engagement with relevant organizations to expand visibility and credibility of our offerings through the Sourcewell program. - Local Outreach: Dealers and representatives will promote the contract to key markets within their local demographics, including parks and recreation departments, landscape architects, K-12 education institutions, faith-based organizations, and non-profits. - Digital Presence: Our website will prominently feature the Sourcewell contract on the home page and include dedicated Sourcewell pages for easy access to information and education, project inquiries, purchasing, and support. Visitors can also access product images, specifications, downloadable resources, and connect with local representatives. - Targeted Marketing: Our representatives will reach federal, state, and local government agencies, educational institutions, and other public and private sector clients through email campaigns, catalog distribution, trade show exhibits, personalized consultations, and more. <p>Documents: See "Marketing-RCP-Sourcewell.pdf" provided in the "Marketing Plan/Samples" file slot.</p> <ul style="list-style-type: none"> - Catalog - Tube Steel, pages 1-5 - Catalog - Laminated Wood, pages 6-10 - Industry Classes – Lunch & Learn, pages 11-14 - ASLA – Landscape Architects Continuing Education System, pages 15-23
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38	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	<p>At RCP Shelters, we believe technology should enhance, not replace, the human connection that drives our business relationships. Our strategy focuses on creating seamless customer experiences, from initial product discovery through final installation, while leveraging advanced manufacturing technology and data analytics to ensure consistent quality and competitive pricing.</p> <p>Empowering our team in these continued endeavors are several new, full-time employees with extensive backgrounds in media, computer visualization, data analytics, and software development. A few of the key areas where we are enhancing marketing effectiveness include:</p> <p>Digital Customer Experience & Website Technology</p> <ul style="list-style-type: none"> - Modern, Responsive Website: Our website at www.rcpshelters.com features intuitive product navigation organized by structure type (tube steel, laminated wood, custom designs) and application-specific categories. - Comprehensive Online Drawing Library: Downloadable CAD files, PDFs, and technical specifications for all standard and custom structures are available directly through our site and at industry standard sites, like CADdetails. - Market-Specific Product Galleries: Guide customers to appropriate solutions and ideas, with examples from sectors like Parks & Recreation, Schools & Universities, Municipal & Government, Commercial & Hospitality, etc. <p>Advanced Manufacturing Technology & Data Integration</p> <ul style="list-style-type: none"> - Real-time Production Monitoring and Quality Control: Systems generating metadata for continuous improvement, benefiting every facet of our pipeline. - Digital Workflow Management: Integrates engineering, manufacturing, and quality assurance processes. - Advanced ERP System and Customer Relationship Management (CRM): Integration for seamless order processing and project tracking. <p>Social Media & Digital Marketing</p> <ul style="list-style-type: none"> - Digital Marketing Campaigns: Targeting specific market segments and geographic regions. - Project Showcases: Technical insights and industry best practice examples. - Active Social Media Presence: Engage with existing and potential customers across multiple platforms like Facebook, LinkedIn, Instagram, and Flickr. <p>Customer Data & Analytics</p> <ul style="list-style-type: none"> - Comprehensive Customer Behavior Tracking: Utilize project history and website analytics to optimize user experiences. - Sales Data Analysis: Identifying market trends and customer preferences. - Customer Feedback Integration: Regularly analyze data and feedback through customer and rep reach-out to drive product development and service improvements. - Geographic and Market Segment Performance: Identify patterns and trends specific to certain regions and market sectors and ensure we are accommodating those needs. <p>Dealer & Representative Technology</p> <ul style="list-style-type: none"> - Digital Training Materials: All of our technology, marketing, and tools are accessible to our nationwide representative network so they can best serve their local markets. - Integrated Communication Platform: Seamless coordination between headquarters and field representatives on every project. <p>Future Technology Initiatives (In Development)</p> <ul style="list-style-type: none"> - Customer & Representative Portal: New and improved ways to handle project management, order tracking, and document access. A mobile-first, mobile-friendly tool suite for our customers and reps who need access to all their project information and RCP Shelters tools with them on the job site or when meeting with a client. Other features include real-time access to product information, project status tracker, pricing, technical resources, and more. (in development) - Advanced Project Management Software: (internal team tools) Improved customer collaboration and project tracking, featuring more robust data analytics and more efficient integration with manufacturing. An evolution on our current tools and pipeline. (in development) - Interactive Product Builder: Allowing customers to visualize and customize shelter designs in real-time and request proposals based on an aesthetic. Reverse workflows will be accommodated as well, allowing you to generate visual concepts and preliminary drawings based on bid specs or a list of features needed. (in development) - Enhanced 3D Visualization Tools: Assets and tools to aid in visualizing your shelter designs, work out virtual site planning and product placement to better integrate with your local job sites. (in development)
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39	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	<p>RCP Shelters believes Sourcewell will help make our products and services more easily available to the 50,000+ participating entities through their website, social media platforms, trade shows, and other publications. We know many of our existing customers and partners are eager for the opportunity to leverage the Sourcewell contract for our products.</p> <p>We also hope Sourcewell can provide support to our sales teams by answering member questions regarding the cooperative purchasing process, contract utilization, and legal requirements. Additionally, we look forward to Sourcewell's continued advocacy for cooperative purchasing through local and state government legislation, which creates a favorable environment for contract utilization.</p> <p>Integration into RCP's Sales Process RCP Shelters will integrate the Sourcewell agreement into our comprehensive sales process through immediate organizational commitment and systematic implementation. Our approach includes:</p> <p>Training and Education</p> <ul style="list-style-type: none"> - Immediate training for all internal staff and our nationwide dealer network on Sourcewell contract benefits and processes. - Integration of Sourcewell information into initial representative training programs. - Train all dealers/inside sales with a concise Sourcewell Starter Kit (one-pagers, slides, FAQs); refresh quarterly. - Regular video training sessions and quarterly sales meetings featuring Sourcewell updates. <p>Marketing and Promotion</p> <ul style="list-style-type: none"> - Website updates prominently featuring Sourcewell contract availability. - Trade show displays highlighting our Sourcewell partnership. - Marketing materials distributed through our nationwide network of independent dealers and partners. - Co-marketing for Sourcewell channels, when possible, with member spotlights, case studies, and example projects. <p>Operational Integrations</p> <ul style="list-style-type: none"> - Treat Sourcewell as a defined channel in our CRM from lead to invoice (opportunity tagging, win/loss, and revenue tracking). - Standardize quotes and purchase orders with the Sourcewell contract ID and terms; publish a dedicated "How to Buy via Sourcewell" page with specs and find-your-rep tools. - Estimate and order form templates incorporating Sourcewell contract information. - Streamlined procurement processes leveraging our direct manufacturer relationship. - Enforce a 24-hour lead response service level agreement; run monthly pipeline/close-rate reviews and quarterly business reviews with our internal Sourcewell contract manager. - Submit activity reports within 45 days after each quarter and maintain active communication for all things Sourcewell to ensure compliance with reporting and Administrative Fee payment schedules. 	*
40	Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	<p>At this point in time, no.</p> <p>However, we are in active development on a modern customer portal system. If there is interest among Sourcewell participants for this, we can certainly include an e-procurement ordering process on our future features list.</p>	*

Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)

Line Item	Question	Response *
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41	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	<p>RCP Shelters provides comprehensive training programs on our products, product application, installation, maintenance, and warranty to all customers, dealers, sales representatives, architects, installers, and engineers. We believe this ensures maximum value and longevity of the investment Sourcewell members will be making, while reducing potential issues and warranty claims.</p> <p>Training Delivery and Structure</p> <ul style="list-style-type: none"> - Training: All training is optional and provided free of charge as part of our standard customer service. - Training Availability: Training is conducted through personal consultations, audio and video presentations, and phone consultations. - Duration: Training sessions are automatically scheduled for new customers and representatives, with additional in-depth training available upon request or suggestion from the RCP team (depending on the person, project, or products involved). - Instructors: All training is conducted by industry professionals from within the RCP Shelters team. <p>Training Program Examples</p> <ul style="list-style-type: none"> - Sourcewell Training: A program detailing the benefits and mechanics of ordering RCP Shelters via the Sourcewell contract will be added into our existing programs. - Architectural and Design Training: Understanding structural characteristics and aesthetic options. - Installation Training: Proper installation procedures and best practices for construction crews. - Maintenance Training: Long-term care and maintenance requirements for optimal performance. - Warranty Training: Understanding coverage and service procedures. <p>Certification and Professional Development</p> <ul style="list-style-type: none"> - Installer Certification: Available for general contractors, installers, or construction crews seeking certification in RCP product installation. - Representative Training: Comprehensive training for our nationwide network of independent dealers and sales representatives to further develop their familiarity with RCP products. - Custom Training: Client-specific training events developed for specific project needs.
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42	Describe any technological advances that your proposed Solutions offer.	<p>RCP Shelter's technological advances ensure Sourcewell members receive structures built with precision engineering, superior materials, and advanced manufacturing processes. Our investment in cutting-edge manufacturing technology translates to better quality, faster delivery, and more accurate project outcomes, while our digital tools provide seamless project management and customer support throughout the entire process.</p> <p>Advanced Design & Engineering Technology</p> <ul style="list-style-type: none"> - State-of-the-Art Design Software: RCP designs and engineers with advanced 3D structural analysis software to generate proven structural models with comprehensive footing designs. - Licensed Engineering Expertise: Our engineers are licensed and certified in all 50 states and Canada, utilizing advanced software to meet or exceed local building codes and conditions, from 265 psf snow to 175 mph wind loads. <p>Precision Manufacturing Technology</p> <ul style="list-style-type: none"> - Robotic 3D HD Plasma Cutter: Advanced robotic cutting technology ensures critical components receive precise cuts, leading to superior fit-up and structural integrity. - Auto-Fed Multi-Directional Sand Blasting: Automated surface preparation system guarantees optimal finish coat adhesion for long-lasting durability. - State-of-the-Art Powder Coating System: Industry-leading finishing technology including a process of: <ul style="list-style-type: none"> - Pre-blast inspection per ASTM B117 standards - Steel grit blasted to near-white condition in accordance with SSPC-SP10 - Five-stage phosphate wash/rinse cycle for superior corrosion resistance - Zinc-rich epoxy powder coat primer for enhanced protection - Double topcoat of durable TGIC polyester powder coat - Exceeds salt spray testing requirements of 5,000+ hours per ASTM B117 <p>Quality Assurance Technology</p> <ul style="list-style-type: none"> - Full-Time Quality Assurance Manager: Dedicated on-site quality management with advanced monitoring systems. - AWS Certified Welding Inspection: Full-time on-staff AWS Certified Associate Welding Inspector utilizing advanced inspection technology. - Third-Party Quality Audits: Annual audits of Quality System and Plant Processes by Third Party Agency with digital documentation. <p>Enterprise Technology & Process Management</p> <ul style="list-style-type: none"> - Advanced ERP System: Comprehensive enterprise resource planning system designed to better manage processes, projects, scheduling, manufacturing, reporting, order entry, quality control, and maintenance. - Digital Workflow Integration: Seamless integration between engineering, manufacturing, and quality assurance processes. - Real-Time Production Monitoring: Advanced systems generating metadata for continuous improvement and quality control. <p>Customer-Facing Technology</p> <ul style="list-style-type: none"> - Comprehensive Online Resources: Modern, responsive website featuring intuitive product navigation organized by structure type and application-specific categories. - Digital Resource Library: Extensive online library with downloadable CAD files, PDFs, 3D renderings, and technical specifications for all standard and custom structures, enabling customers to visualize structures in their intended environment. <p>Future Technology Initiatives (In Development)</p> <ul style="list-style-type: none"> - Customer & Representative Portal: New and improved ways to handle project management, order tracking, and document access. A mobile-first, mobile-friendly tool suite for our customers and reps who need access to all their project information and RCP Shelters tools with them on the job site or when meeting with a client. Other features include real-time access to product information, project status tracker, pricing, technical resources, and more. (in development) - Advanced Project Management Software: (internal team tools) Improved customer collaboration and project tracking, featuring more robust data analytics and more efficient integration with manufacturing. An evolution on our current tools and pipeline. (in development) - Interactive Product Builder: Allowing customers to visualize and customize shelter designs in real-time and request proposals based on an aesthetic. Reverse workflows will be accommodated as well, allowing you to generate visual concepts and preliminary drawings based on bid specs or a list of features needed. (in development) - Enhanced 3D Visualization Tools: Assets and tools to aid in visualizing your shelter designs, work out virtual site planning and product placement to better integrate with your local job sites. (in development)
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43	Describe any “green” initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	<p>RCP Shelters is committed to supporting sustainable practices and assisting clients in achieving their environmental goals. Our green initiatives align with the principles of Leadership in Energy and Environmental Design (LEED) and other sustainability frameworks.</p> <p>Sustainable Sites RCP Shelters supports clients in achieving Sustainable Sites credits through various design and product features:</p> <ul style="list-style-type: none"> - Credit 4.2 – Alternative Transportation (1 Point): Provide bicycle racks and/or storage for at least 5% of all building users. - Credit 7.1 – Heat Island Effect/Non-Roof (1 Point): <ul style="list-style-type: none"> - Option 1: Provide shade for site hardscape. - Option 2: At least 50% of parking spaces need to be covered and select roofing materials that shades or covers parking must have a Solar Reflectance Index (SRI) of 29 or more. Certain roof colors meet this requirement. - Credit 7.2 – Heat Island Effect/Roof (1 Point): Use roofing materials with a minimum SRI of 78 for low slope roofs ($\leq 2:12$) and 29 for steep slope roofs ($> 2:12$). Certain roof colors meet this requirement. <p>Materials and Resources RCP Shelters contributes to LEED credits using recycled materials and responsible waste management:</p> <ul style="list-style-type: none"> - Credit 4.1 (Potential Points: 3): Specify 10% Post-Consumer recycled content. - Credit 4.2: Specify 20% Post-Consumer and 50% Pre-Consumer recycled content. <p>Many RCP shelters also meet the Exemplary Performance Innovation in Design requirement of 30% recycled content, qualifying for additional LEED points.</p> <ul style="list-style-type: none"> - Credit 2.1 – Construction Waste Management (Potential Points: 3): Divert 50% of construction waste from disposal. - Credit 2.2 – Divert 75% of construction waste from disposal. <p>Indoor Environmental Quality RCP Shelters supports indoor environmental quality through Environmental Tobacco Smoke (ETS) Control measures:</p> <ul style="list-style-type: none"> - Required Prerequisite 2: RCP Shelters can assist by creating designated smoking areas to comply with ETS control requirements.
44	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	<p>While we do not carry these certifications ourselves in-house at RCP Shelters, we do assist customers and project teams in selecting offerings that will enable them to claim these credits or meet the requirements to become eligible when possible.</p>

45	<p>What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?</p>	<p>RCP Shelters is a 3rd-generation, family-owned manufacturer (est. 1957) delivering pre-engineered steel and laminated wood structures with site-specific engineering, centralized manufacturing, and nationwide delivery. One of the industry's most diverse shelter portfolios under one roof.</p> <ul style="list-style-type: none"> - Breadth and Customization: Tube steel, laminated wood, and hybrid frames; multiple roof systems; standard, modified, and fully custom designs, always engineered to meet the site-specific needs and building codes. - Engineering Excellence: Licensed in all 50 U.S. states and Canada; sealed drawings and calculations; proven performance up to 265 psf snow and 175 mph wind loads. - Manufacturing and Quality: Single-site fabrication; Advanced robotic plasma cutters for precision cutting, a superior fit-up, and improved structural integrity; State of the art powder coating system that includes: SSPC-SP10 surface prep, five-stage phosphate wash, epoxy + super-durable TGIC powder coat; full-time QA Manager; AWS-certified welders; AISC/AITC credentials. - Warranty and Durability: 10-year finish and structural warranties backed by controlled, in-house processes. - Customer Service Program: Renown, in-house, U.S.-based support team (M–F, 8–5 EST) with rapid response, dedicated project management, installation coordination, post-install support, and extended support resources and hours when needed. - Sales and Service Coverage: 20+ independent dealers/representatives with local code and customer expertise; continuous training; tech and engineering support embedded in the pre-construction process. - Ordering to Delivery: Clear submittals and approvals, site-specific engineering included, coordinated logistics to streamline installation. - Marketing and Education: Active participation in NRPA/ASLA; CEU programming for design professionals; digital resource library (CAD/SketchUp/specs) to accelerate approvals and budgeting. - Small-Company Ethos with Modernization in Mind: Continual investment in technology keeps us competitive and agile, while keeping ownership private. In development pipeline improvements underway include a new and advanced ERP+CRM system, real-time production visibility, a modern, mobile-first customer and rep portal, real-time project builder and visualizer, among many others. - Value to Sourcewell Members: Direct-from-manufacturer pricing, faster lead times, unified steel and wood offering, and cooperative-ready processes (analytics and metadata systems for easy reporting, admin fee compliance, etc.) for a low-friction procurement experience, all while working with a privately held, family-owned and operated supplier that believes Customer Service is #1.
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46	Describe the methods or techniques that impact the durability or longevity of your product.	<p>RCP Shelter's comprehensive approach to durability and longevity ensures Sourcewell members receive structures built to last. We employ several advanced manufacturing technologies, certified materials, and rigorous quality control procedures that translates to superior performance, reduced maintenance requirements, and extended service life, providing exceptional value and peace of mind for long-term investments.</p> <p>Advanced Manufacturing and Fabrication Techniques</p> <ul style="list-style-type: none"> - Certified Materials Selection: Use of certified materials in appropriate grades to assure structural integrity and long-term performance. - Architectural Grade Structural Welds: AWS certified welders execute every structural weld for maximum strength and aesthetics. - Robotic 3D HD Plasma Cutter: Advanced robotic cutting technology ensures critical components receive precise cuts, leading to superior fit-up and structural integrity. - Certified Fabrication: Our manufacturing facility is an approved fabricator for the City of Houston, City of Los Angeles, City of Phoenix, and Clark County, NV for adherence to all specifications. <p>State-of-the-Art Surface Preparation and Finishing</p> <ul style="list-style-type: none"> - Advanced Sand Blasting System: Auto-fed multi-directional sand blasting removes all weld splatter, flash rust, and contaminants to near-white condition. - Comprehensive Surface Treatment: Five-stage phosphate wash cycle including detergent, phosphate, rust protectant sealant for optimal powder coat adhesion. - Superior Powder Coating System: <ul style="list-style-type: none"> - Zinc-rich epoxy powder coat primer for enhanced corrosion protection - Double topcoat of durable TGIC polyester powder coat - Exceeds salt spray testing requirements of 5,000+ hours per ASTM B117 - Primer plus finish coats 7-12 mils thick for maximum durability <p>Quality Control and Certification</p> <ul style="list-style-type: none"> - Full-Time Quality Assurance Manager: On-site quality management ensuring consistent manufacturing standards. - Third-Party Quality Audits: Annual audits of Quality System and Plant Processes by Third Party Agency. - AISC and AISI Certification: Fabrication facilities certified by American Institute of Timber Construction and American Institute of Steel Construction. - Comprehensive Quality Management System: Published Quality Management System incorporated into manufacturing process. <p>Design and Engineering Excellence</p> <ul style="list-style-type: none"> - Consultative Design Approach: Early collaboration in the design process to align on project goals and meet all structural requirements. - Site-Specific Engineering: Each project is individually engineered to meet or exceed local building codes and environmental conditions. - Licensed Engineering Staff: Engineers are certified in all 50 states and Canada for comprehensive code compliance and providing stamped drawings for permitting. - Structural Analysis Software: State-of-the-art 3D structural analysis performed on every project to create footing designs with optimal performance. - Roost-Resistant, Clean Details: Enclosed tube members, flush closures, and ridge/eave cap details eliminate horizontal ledges and cavities, providing no places for birds or animals to roost. This also reduces debris, staining, and corrosion accelerants. <p>Material Selection and Protection</p> <ul style="list-style-type: none"> - Environmentally Friendly Materials: Wood (renewable) and steel (recyclable and recycled content) for sustainable durability. - Corrosion-Resistant Fasteners: High-strength bolts and nuts meeting ASTM specifications for long-term structural integrity. - Weather-Resistant Metal Roofing: Galvalume® structural metal roof panels with Kynar 500® paint system for superior weather resistance. - Hidden Fastener System: All bolts concealed inside steel tubes for aesthetic appeal, reduced corrosion potential, and minimizing vandalism. <p>Comprehensive Warranty and Performance</p> <ul style="list-style-type: none"> - 10-Year Warranty: Industry-leading warranty coverage on powder coating and structural components. - Performance Testing: Products tested to meet 265 psf snow loads and 175 mph wind loads for extreme weather conditions. - Long-Term Durability: Structures designed and manufactured to provide decades of reliable service in diverse environmental conditions.
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47	Describe any manufacturing processes or material specification-related attributes (wind speed or snow load specifications) that differentiate your offering from your competitors.	<p>RCP Shelter's comprehensive approach to durability and longevity ensures Sourcewell members receive structures built to last. We employ several advanced manufacturing technologies, certified materials, and rigorous quality control procedures that translates to superior performance, reduced maintenance requirements, and extended service life, providing exceptional value and peace of mind for long-term investments.</p> <p>Advanced Manufacturing and Fabrication Techniques</p> <ul style="list-style-type: none"> - Certified Materials Selection: Use of certified materials in appropriate grades to assure structural integrity and long-term performance. - Architectural Grade Structural Welds: AWS certified welders execute every structural weld for maximum strength and aesthetics. - Robotic 3D HD Plasma Cutter: Advanced robotic cutting technology ensures critical components receive precise cuts, leading to superior fit-up and structural integrity. - Certified Fabrication: Our manufacturing facility is an approved fabricator for the City of Houston, City of Los Angeles, City of Phoenix, and the County of Clark County, NV for adherence to all specifications. <p>State-of-the-Art Surface Preparation and Finishing</p> <ul style="list-style-type: none"> - Advanced Sand Blasting System: Auto-fed multi-directional sand blasting removes all weld splatter, flash rust, and contaminants to near-white condition. - Comprehensive Surface Treatment: Five-stage phosphate wash cycle including detergent, phosphate, rust protectant sealant for optimal powder coat adhesion. - Superior Powder Coating System: <ul style="list-style-type: none"> - Zinc-rich epoxy powder coat primer for enhanced corrosion protection - Double topcoat of durable TGIC polyester powder coat - Exceeds salt spray testing requirements of 5,000+ hours per ASTM B117 - Primer plus finish coats 7-12 mils thick for maximum durability <p>Quality Control and Certification</p> <ul style="list-style-type: none"> - Full-Time Quality Assurance Manager: On-site quality management ensuring consistent manufacturing standards. - Third-Party Quality Audits: Annual audits of Quality System and Plant Processes by Third Party Agency. - AISC and AISI Certification: Fabrication facilities certified by American Institute of Timber Construction and American Institute of Steel Construction. - Comprehensive Quality Management System: Published Quality Management System incorporated into manufacturing process. <p>Design and Engineering Excellence</p> <ul style="list-style-type: none"> - Consultative Design Approach: Early collaboration in the design process to align on project goals and meet all structural requirements. - Site-Specific Engineering: Each project is individually engineered to meet or exceed local building codes and environmental conditions. - Licensed Engineering Staff: Engineers are certified in all 50 states and Canada for comprehensive code compliance and providing stamped drawings for permitting. - Structural Analysis Software: State-of-the-art 3D structural analysis performed on every project to create footing designs with optimal performance. - Roost-Resistant, Clean Details: Enclosed tube members, flush closures, and ridge/eave cap details eliminate horizontal ledges and cavities, providing no places for birds or animals to roost. This also reduces debris, staining, and corrosion accelerants. <p>Material Selection and Protection</p> <ul style="list-style-type: none"> - Environmentally Friendly Materials: Wood (renewable) and steel (recyclable and recycled content) for sustainable durability. - Corrosion-Resistant Fasteners: High-strength bolts and nuts meeting ASTM specifications for long-term structural integrity. - Weather-Resistant Metal Roofing: Galvalume® structural metal roof panels with Kynar 500® paint system for superior weather resistance. - Hidden Fastener System: All bolts concealed inside steel tubes for aesthetic appeal, reduced corrosion potential, and minimizing vandalism. <p>Comprehensive Warranty and Performance</p> <ul style="list-style-type: none"> - 10-Year Warranty: Industry-leading warranty coverage on powder coating and structural components. - Performance Testing: Products tested to meet 265 psf snow loads and 175 mph wind loads for extreme weather conditions. - Long-Term Durability: Structures designed and manufactured to provide decades of reliable service in diverse environmental conditions.
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48	Identify any industry certifications you're your business or the products included in your proposal have attained or received.	<p>RCP's comprehensive industry certifications and approvals provide Sourcewell members with confidence in our manufacturing capabilities, engineering expertise, and quality standards. Our multiple certifications across different aspects of manufacturing and engineering ensure that we can meet the most stringent requirements while maintaining the highest standards of quality and performance. We are committed to excellence and delivering products that meet or exceed all industry standards.</p> <p>Manufacturing and Fabrication Certifications and Standards</p> <ul style="list-style-type: none"> - AISC Certification: American Institute of Steel Construction certification for steel fabrication. - AITC Certification: American Institute of Timber Construction certification for laminated wood beam manufacturing. - AWS Certified Welders: AWS certified welders on staff ensuring top-quality steel work. - AWS Certified Associate Welding Inspector: Full-time, on-staff inspector maintaining welding quality standards and consistency. - ASTM Standards Compliance: All materials meet or exceed ASTM specifications for structural steel, fasteners, and coatings. <p>Quality Management and Standards</p> <ul style="list-style-type: none"> - Quality Management System: Published Quality Management System incorporated into manufacturing process. - Third-Party Quality Audits: Annual audits of Quality System and Plant Processes by Third Party Agency. - Environmental Standards: Compliance with environmental regulations and sustainability requirements. <p>Engineering & Professional Licenses</p> <ul style="list-style-type: none"> - Professional Engineering Staff: Experienced engineering team with backgrounds in structural design and manufacturing who specialize in designs incorporating our shelters. - Licensed For Your Area: Comprehensive coverage across all U.S. states and Canadian provinces for local load conditions and building code compliance. <p>Government & Municipality Approvals</p> <ul style="list-style-type: none"> - City of Houston Approved Fabricator: Manufacturing facility approved for city projects. - City of Los Angeles Approved Fabricator: Manufacturing facility approved for city projects. - City of Phoenix Approved Fabricator: Manufacturing facility approved for city projects. - County of Clark County, NV Approved Fabricator: Manufacturing facility approved for Nevada projects. <p>Professional Staff Certifications</p> <ul style="list-style-type: none"> - Sales and Technical Staff: Professional staff with industry certifications and continuing education. - Manufacturing Specialists: Certified technicians in powder coating, structural fabrication, and quality control. - Quality Assurance Manager: Full-time on-staff quality management professionals. - Installers: All installers contracted through RCP are licensed general contractors within their state of service. <p>Documents: See "Additional-Documents-RCP-Sourcewell.pdf" provided in the "Upload Additional Document" file slot.</p> <ul style="list-style-type: none"> - AISC Certification, page 1 - AITC Certification, page 2 - AWS Certified Welders, pages 3-34 - Engineering & Professional Licenses, pages 35-36 - Government & Municipality Approvals, pages 37-42
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49	<p>Describe any unique advantage that your product offers in relation to design-build, manufacturing, climate variations, and community aesthetics.</p>	<p>RCP's unique combination of design-build expertise, advanced manufacturing technology, climate adaptability, and aesthetic flexibility provides Sourcewell members with structures that are not only functional and durable but also enhance community character and withstand diverse environmental conditions. Our comprehensive approach ensures every project meets the specific needs of the community while maintaining the highest standards of quality and performance.</p> <p>Design-Build Excellence</p> <ul style="list-style-type: none">- Early Collaboration Process: RCP collaborates early in the design process to provide comprehensive design, engineering, and fabrication services, ensuring the intended structure meets design intent and project requirements.- Custom Design Capabilities: Ability to develop designs from sketches, drawings, or renderings using our prefabricated methodology, providing flexibility while maintaining quality and efficiency.- Licensed Engineering Team: Engineers certified in all 50 states and Canada, providing site-specific engineering that meets or exceeds local building codes and environmental conditions.- Comprehensive Project Support: From initial concept through final installation, RCP provides a single source of responsibility for design-build projects. <p>Advanced Manufacturing Technology</p> <ul style="list-style-type: none">- Centralized Manufacturing Excellence: Projects are manufactured and shipped from Albert Lea, MN which has proven to be a fantastic central location for servicing our customers nationwide. Our single-location manufacturing, finishing, and shipping ensures consistency, quality control, and reduced lead times.- Robotic 3D HD Plasma Cutter: Robotic plasma cutter ensures critical components receive precise cuts for superior fit-up and structural integrity.- State-of-the-Art Finishing: Advanced powder coating system with five-stage phosphate wash, zinc-rich epoxy primer, and durable TGIC polyester topcoat exceeding 5,000 hours salt spray testing.- Quality Assurance Systems: Full-time Quality Assurance Manager, AWS certified welders, and Third-Party Agency audits ensuring consistent manufacturing standards. <p>Climate Variation Adaptability</p> <ul style="list-style-type: none">- Extreme Weather Performance: Products engineered to meet diverse environmental conditions, from 265 psf snow loads in the Rocky Mountains to 175 mph wind loads in South Florida.- Site-Specific Engineering: Each project individually engineered to meet local building codes and environmental conditions, ensuring optimal performance in any climate.- Durable Materials Selection: Use of environmentally friendly, renewable materials (wood) and recyclable steel with superior corrosion resistance.- Comprehensive Warranty Coverage: 10-year warranty on powder coating and structural components, providing confidence in long-term performance across all climate zones. <p>Community Aesthetics and Design Flexibility</p> <ul style="list-style-type: none">- Three Frame Type Options: Steel tube frames, laminated wood beam frames, and hybrid solutions providing diverse aesthetic choices and diverse solutions depending on the needs of your climate.- Roofing Options: Multiple material and profile options to complement various architectural styles and community preferences.- Custom Design Capabilities: Collaboration with project professionals to create structures that enhance community character and meet specific aesthetic requirements.- Color and Finish Variety: Extensive powder coating color options and roofing material selections to match community design standards.- Architectural Integration: Structures designed to complement existing architecture while providing functional outdoor spaces for community gatherings, recreation, and events.- Roost-Resistant, Clean Details: Enclosed tube members, flush closures, and ridge/eave cap details eliminate horizontal ledges and cavities, providing no places for birds or animals to roost, reducing debris, staining, and corrosion accelerants.
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Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment
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50	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or resellers if available. Select all that apply.		<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters is a family-owned, privately held company that does not currently hold WMBE, SBE, or veteran owned business certifications.</p> <p>Commitment to Diversity and Inclusion RCP actively reviews subcontractors and suppliers based on a comprehensive range of qualifications, with the most critical being adherence to product specifications and quality standards. Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. We specifically identify and track suppliers that are certified as Minority and Women-Owned Business Enterprises (MWBE) to ensure they are given meaningful opportunities to participate in our projects.</p> <p>Dealer Network Diversity Our nationwide network of independent dealers and representatives includes businesses that may hold various diversity certifications. When Sourcwell members require specific WMBE, SBE, or veteran owned business participation, we can work with our dealer network to identify certified partners who can provide our products and services while meeting these requirements.</p> <p>Local Subcontractor Opportunities For projects requiring specific diversity certifications, RCP Shelters makes every effort to identify and engage qualified local WMBE, SBE, or veteran owned subcontractors for installation, site preparation, and related services. Our extensive network of local service providers allows us to support diversity goals while maintaining our high-quality standards.</p>	*
51		Minority Business Enterprise (MBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters reviews subcontractors and suppliers based on a range of qualifications, with the most critical being adherence to the specifications of the product.</p> <ul style="list-style-type: none"> - Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. - We also identify suppliers that are certified as Minority-Owned Business Enterprises (MBE) to ensure they are given meaningful opportunities to participate in our projects. 	*
52		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters reviews subcontractors and suppliers based on a range of qualifications, with the most critical being adherence to the specifications of the product.</p> <ul style="list-style-type: none"> - Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. - We also identify suppliers that are certified as Women-Owned Business Enterprises (WBE) to ensure they are given meaningful opportunities to participate in our projects. 	*
53		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters reviews subcontractors and suppliers based on a range of qualifications, with the most critical being adherence to the specifications of the product.</p> <ul style="list-style-type: none"> - Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. - We also identify suppliers that are certified as Disabled-Owned Business Enterprises (DOBE) to ensure they are given meaningful opportunities to participate in our projects. 	*
54		Veteran-Owned Business Enterprise (VBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters reviews subcontractors and suppliers based on a range of qualifications, with the most critical being adherence to the specifications of the product.</p> <ul style="list-style-type: none"> - Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. - We also identify suppliers that are certified as Veteran-Owned Business Enterprise (VBE) to ensure they are given meaningful opportunities to participate in our projects. 	*

55		Service-Disabled Veteran-Owned Business (SDVOB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters reviews subcontractors and suppliers based on a range of qualifications, with the most critical being adherence to the specifications of the product.</p> <ul style="list-style-type: none"> - Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. - We also identify suppliers that are certified as Service-Disabled Veteran-Owned Business Enterprise (SDVOB) to ensure they are given meaningful opportunities to participate in our projects. 	*
56		Small Business Enterprise (SBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters reviews subcontractors and suppliers based on a range of qualifications, with the most critical being adherence to the specifications of the product.</p> <ul style="list-style-type: none"> - Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. - We also identify suppliers that are certified as Small Business Enterprise (SBE) to ensure they are given meaningful opportunities to participate in our projects. 	*
57		Small Disadvantaged Business (SDB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters reviews subcontractors and suppliers based on a range of qualifications, with the most critical being adherence to the specifications of the product.</p> <ul style="list-style-type: none"> - Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. - We also identify suppliers that are certified as Small Disadvantaged Business (SDB) to ensure they are given meaningful opportunities to participate in our projects. 	*
58		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	<p>RCP Shelters reviews subcontractors and suppliers based on a range of qualifications, with the most critical being adherence to the specifications of the product.</p> <ul style="list-style-type: none"> - Any supplier that meets these criteria, aligns with our core values, and demonstrates financial responsibility is eligible for inclusion on our Vendor List. - We also identify suppliers that are certified as Women-Owned Small Business (WOSB) to ensure they are given meaningful opportunities to participate in our projects. 	*

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *	
59	Describe your payment terms and accepted payment methods.	<p>RCP Shelters is happy to offer Sourcewell members our best payment term options along with multiple payment method choices.</p> <p>Sourcewell Member Payment Terms</p> <ul style="list-style-type: none"> - No deposits required - 1% discount Net 10 - Net 30 - Orders not subject to cancellation <p>Accepted Payment Methods</p> <ul style="list-style-type: none"> - Traditional Invoicing: Invoices issued as instructed by the purchasing authority via US Mail or email - ACH or Check - Credit Card: Visa, MasterCard, American Express; 3% surcharge <p>Invoicing Process</p> <ul style="list-style-type: none"> - Clear Documentation: Detailed invoices with complete project information and specifications. - Compliance Ready: Invoicing system designed to meet government procurement requirements and standards. - Professional Service: Dedicated customer service team available to address payment and invoicing questions. <p>Documents: See "Standard-Transaction-Documents-Samples-RCP-Sourcewell.pdf" provided in the "Upload Standard Transaction Document Samples" file slot.</p> <ul style="list-style-type: none"> - Proposal Form - Tube Steel, pages 1-2 - Proposal Form - Laminated Wood, pages 21-22 	*

60	Describe any leasing or financing options available for use by educational or governmental entities.	N/A This is not a request we have encountered. If requested, we can offer financing, potentially direct through RCP Shelters, but more likely it would involve a 3rd party.	*
61	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	<p>An example of our standard Proposal Form is included in our submission documents for both our wood and steel shelters. We have also included several samples of Preliminary Drawings and Technical Specs for various shelter option combinations, Color Charts, Maintenance Recommendations, and Warranty documents.</p> <p>Documents: See "Standard-Transaction-Document-Samples-RCP-Sourcewell.pdf" provided in the "Upload Standard Transaction Document Samples" file slot.</p> <ul style="list-style-type: none"> - Proposal Form (Order Form) - Tube Steel, pages 1-2 - Preliminary Drawings - Standard Tube Steel Shelters (various examples), pages 3-8 - Technical Specs - Standard Tube Steel Shelters, pages 9-12 - Preliminary Drawings - Tube Steel Shelters w/ T&G Wood Roof Deck option, pages 13-15 - Technical Specs - Tube Steel Shelters w/ T&G Wood Roof Deck option, pages 16-20 - Proposal Form (Order Form) - Laminated Wood, page 21-22 - Preliminary Drawings - Laminated Wood Shelters (various examples), pages 23-32 - Technical Specs - Standard Laminated Wood Shelters, pages 33-37 - Technical Specs - Laminated Wood Shelters w/ Steel Columns, pages 38-42 - Color Chart - Powder Coat - page 43 - Color Chart - Wood Stain - page 44 - Color Chart - Metal Roofing, 24 ga. - page 45 - Color Chart - Metal Roofing, 26 ga. - page 46 - Maintenance Recommendations - Steel - pages 47-48 - Maintenance Recommendations - Wood - pages 49-50 - Maintenance Recommendations - Metal Roofing - pages 50-56 - Warranty - Shelter Structure - page 57 - Warranty - Metal Roofing - page 58-60 	*
62	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	<p>RCP Shelters does not currently accept P-card procurement and payment processes.</p> <p>However, if awarded a Sourcewell contract, RCP will immediately implement the ability to do so. Please note that an additional fee may be applied when using a P-card for purchases over \$10,000.</p>	*

63	<p>Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.</p>	<p>RCP Shelters utilizes a line-item pricing structure that show MSRP prices. Sourcewell members receive a percentage-based discounts off all MSRP pricing.</p> <p>Pricing Components</p> <ul style="list-style-type: none"> - MSRP Price List: RCP is providing a comprehensive line-item pricelist for all our shelter products, accessories, and design enhancements. - Sourcewell Discount: Sourcewell Members will receive a 15% discount on all items. This discount will be clearly reflected on our proposal form (standard transaction document). - Product Coverage: RCP's pricelist includes our entire catalog of products, with various shapes, sizes, and trim levels to meet diverse project needs. The shelter model name is a code that identifies most aspects of the shelter to help streamline ordering. For example, our "TS-SQ20-04" is a tube steel, square hip shelter of size 20' wide x 20' long, with a 4:12 roof pitch, and standard eave height of 7' 6". - Custom Designs: Engineers and designers collaborate with clients to develop custom solutions as needed on a per-project basis. Custom quotes will also include, and clearly indicate, the Sourcewell Discount from their base proposal prices for all Sourcewell members. - Additional Options: Pricing for accessories, design enhancements, and any other customization options are included in the price list and also receive the Sourcewell Discount from the listed MSRP. <p>Installation and Associated Site Work</p> <ul style="list-style-type: none"> - Authorized Providers: All installation services are provided through certified network members and partners of RCP Shelters. Our network contains qualified, licensed, and insured dealers and representatives throughout the country. - Location-Specific Quotes: Installation and associated site work pricing varies based on project location and scope but will also receive the Sourcewell Discount. <p>Freight Costs</p> <ul style="list-style-type: none"> - Freight Calculator: A freight calculator tool is available for accurate shipping cost calculations based on the totality of your order. This calculator can be used to help determine and budget costs ahead of time and when planning your projects. Like all other items, our freight costs will also receive the Sourcewell Discount, and our team will be sure to include and designate your associated freight costs and discounts on all proposals. <p>Documents: See "Pricing-RCP-Sourcewell.pdf" provided in the "Upload Pricing" file slot.</p> <ul style="list-style-type: none"> - Product Pricing (various) - pages 1-6 - Sourcewell Discount Amount - pages 1-6 (see Sourcewell Discounts table) - Misc. Options (not specific to core model options) - page 5 - Pricing Calculator / Pricing Guide - page 6 - Freight Calculator / Freight Guide - page 6 	*
64	<p>Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.</p>	<p>RCP Shelters' pricing proposal represents a simple, universal discount of 15% from MSRP across all product categories and services offered.</p> <ul style="list-style-type: none"> - Detailed pricing and discount structures are provided in the attached price list for reference. <p>Documents: See "Pricing-RCP-Sourcewell.pdf" provided in the "Upload Pricing" file slot.</p> <ul style="list-style-type: none"> - Sourcewell Discount Amount - pages 1-6 (see Sourcewell Discounts table) 	*
65	<p>Describe any quantity or volume discounts or rebate programs that you offer.</p>	<p>In addition to the 15% discount applicable to all offerings from RCP Shelters, we will offer the following volume discount for larger purchases:</p> <ul style="list-style-type: none"> - Orders totaling \$100,000-\$199,999 will receive an additional 1% discount, for a 16% total discount from MSRP. - Orders totaling \$200,000 or more will receive an additional 2% discount, for a 17% total discount from MSRP. <p>Documents: See "Pricing-RCP-Sourcewell.pdf" provided in the "Upload Pricing" file slot.</p> <ul style="list-style-type: none"> - Sourcewell Discount Amount - pages 1-6 (see Sourcewell Discounts table) 	*

66	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	<p>RCP Shelters will facilitate "sourced" (open market/non-contract) items directly related to a shelter project, when needed.</p> <ul style="list-style-type: none"> - Typical sourced items include project-adjacent components. Some examples might include gutters, lighting protection systems, benches and tables, etc. - Delivery will be consolidated with the shelter shipment when feasible; otherwise, direct ship from OEM. - All sourced transactions will comply with the Agreement's Sourced Goods provision; reporting will flag these items accordingly, and any administrative fee will be applied per the Master Agreement. 	*
67	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	<p>Terms: All items not explicitly listed as "Included" are considered not included but may be available at additional cost, as pass-through items, or may be provided by others.</p> <p>Core pricing includes:</p> <ul style="list-style-type: none"> - Complete prefabricated structural kit - Engineered, stamped drawings - Fabricated steel/wood members - Roof panels/trim - Standard hardware - Factory finish - Packaging <p>Examples of items not included:</p> <ul style="list-style-type: none"> - Anchor bolts & templates - Electrical work (conduit, wiring, fixtures) - Permits, inspections, and compliance fees - Offloading and any offloading equipment - Installation and site work (foundations, concrete, utilities) - Storage, security, weather protection - Taxes/duties where applicable - Non-standard accessories (gutters, signage, benches) - Remote access fees and site surcharges 	*
68	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	<p>Freight Cost Structure</p> <ul style="list-style-type: none"> - Nationwide delivery capability to all 50 states and Canada. - Established logistics partnerships ensuring reliable and cost-effective transportation. - Freight costs are calculated separately from product pricing and identified as a distinct line item on all proposals. - A freight calculator is provided with the price list documents for immediate cost estimation. <p>Delivery Specifications</p> <ul style="list-style-type: none"> - FOB destination: RCP coordinates delivery to the customer's specified location. - Flatbed trailer delivery with side unloading capability for yard lift equipment. - Customer responsible for unloading and site access coordination. - Delivery scheduling coordinated by RCP's freight dispatcher. <p>Custom Product Handling</p> <ul style="list-style-type: none"> - Oversized, custom and modified structures require a custom freight price based on weight and volume. - Specialized delivery arrangements available for oversized or complex structures. - Delivery timeline and logistics coordinated directly with customer during project planning. - Upgrading to dedicated truck or split shipment is an option for an additional fee. <p>Documents: See "Pricing-RCP-Sourcewell.pdf" provided in the "Upload Pricing" file slot.</p> <ul style="list-style-type: none"> - Freight Calculator / Freight Guide - page 6 	*

69	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	<p>RCP Shelters provides freight coordination and pricing to ports within the contiguous 48 states only.</p> <p>Our nationwide dealer network is experienced in coordinating international logistics and can handle container shipping, customs clearance, and delivery to Alaska, Hawaii, Canada, and offshore locations from U.S. ports.</p> <p>All container packing, freight, duties, taxes, and logistics costs from U.S. ports are not included in our standard freight calculator and can be quoted separately based on specific destination requirements.</p> <p>RCP's freight dispatcher may coordinate with appropriate carriers and our dealer network to provide complete logistics solutions for international and offshore deliveries. Sourcewell members may also choose to coordinate their own freight forwarding from U.S. ports.</p>	*
70	Describe any unique distribution and/or delivery methods or options offered in your proposal.	<p>Direct Delivery Program</p> <ul style="list-style-type: none"> - RCP utilizes a private, second-generation, family-owned freight company with 30+ years of experience. - Flatbed trailers (73'-78' length) ensuring product integrity and timely delivery. - No third-party carrier transfers: Direct delivery from manufacturing facility to destination. <ul style="list-style-type: none"> - Some items may be direct shipped via other suppliers (for example: metal roofing, anchor bolts, etc.). <p>Quality Assurance</p> <ul style="list-style-type: none"> - Direct manufacturer control over entire shipping process. - Superior packaging to protect all components during transit. - Consistent delivery standards across all geographic regions. <p>Comprehensive Communication System</p> <ul style="list-style-type: none"> - Multi-stage delivery coordination with advance notice at 2 months, 4 weeks, 1 week, and 24 hours prior to delivery. - Real-time coordination with delivery contact for scheduling and site access. <p>Flexible Delivery Options</p> <ul style="list-style-type: none"> - Standard mid-week deliveries with dedicated freight available upon request. - Weather and route contingency planning with rescheduling capabilities. - Separate component shipping when necessary for optimal delivery efficiency. <p>Site-Specific Requirements</p> <ul style="list-style-type: none"> - Minimum 13'-6" height clearance and 80,000 lb. truck capacity requirements. - Flatbed truck delivery, allowing for side offloading capability. - Customer coordination for site access and offloading arrangements. 	*

71	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	<p>Multi-Layer Review System</p> <ul style="list-style-type: none"> - Proposal Stage: Initial identification of Sourcewell eligibility and contract terms during first contact and quotation process. - Order Review: Sales team verifies Sourcewell status and applies appropriate contract pricing. - Pricing Verification: Order processing confirms proper discount application and pricing accuracy. - Final Review: Project management validates all Sourcewell requirements before order release. - All orders flagged and tracked through RCP's ERP system with Sourcewell identification. <p>Order Verification Process</p> <ul style="list-style-type: none"> - All Sourcewell orders must include current contract number and participating entity member number on proposals and purchase orders. - Dealer/representative completes order form with current RCP quotation and Sourcewell pricing verification. - Order Processing Supervisor reviews pricing to ensure compliance with Sourcewell contract terms and proper discount application. <p>Documentation and Tracking</p> <ul style="list-style-type: none"> - Sales order acknowledgments clearly identify Sourcewell orders with contract number, member number, and pricing details - All Sourcewell transactions entered in ERP system for comprehensive tracking and reporting. - Quarterly sales reports generated and submitted to Sourcewell within required timeframe. <p>Compliance Monitoring</p> <ul style="list-style-type: none"> - Regular internal audits of Sourcewell order processing and pricing application. - Quarterly reporting system with detailed transaction tracking and administrative fee calculation. - Continuous monitoring of contract terms and pricing accuracy throughout order lifecycle. - Project documentation and corresponding purchase orders available for review upon request. 	*
72	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	<p>RCP Shelters will employ a variety of internal metrics and tracking for measuring our Sourcewell agreement success. Some examples include:</p> <p>Data Collection and Reporting</p> <ul style="list-style-type: none"> - All Sourcewell sales flagged at order entry for comprehensive tracking. - Automated reporting systems generating monthly and quarterly performance dashboards. - Customer feedback integration driving continuous improvement initiatives. - Regular evaluation of contract effectiveness and market impact. <p>Sales Performance Tracking</p> <ul style="list-style-type: none"> - Monthly and quarterly Sourcewell sales volume as percentage of total company sales. - Year-over-year growth in Sourcewell contract utilization and revenue. - Number of Sourcewell participating entities served and repeat customer rate. - Average project value and order frequency from Sourcewell members. <p>Operational Metrics</p> <ul style="list-style-type: none"> - Gauge customer satisfaction and feedback from Sourcewell participants. - Break down amount of new business from new customers as well as new market sectors due to offering Sourcewell purchasing options. - Solicit engagement and training feedback from our representative and dealer network. - Analyze technical support response times and resolution rates. - Study regional market share growth through Sourcewell utilization. Compare to previous years without Sourcewell contract. - Quarterly performance reviews and analytics to recap all metrics and discuss action items for following quarter and remainder of calendar year. 	*

73	<p>Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.</p>	<p>RCP Shelters proposes a 2% administrative fee payable to Sourcewell on all completed transactions to participating entities utilizing this agreement.</p> <p>Administrative Fee Structure</p> <ul style="list-style-type: none"> - 2% calculated as a percentage of the total contract value (product sales and installation services, if provided). - Fee applied to full contract amount less taxes, freight, and site preparation costs. - Administrative fee is included in the proposed pricing for Sourcewell members, not in addition to that pricing. <p>Payment and Reporting Schedule</p> <ul style="list-style-type: none"> - Quarterly payment of administrative fees on all sales secured during the reporting period. - Quarterly activity reports provided to Sourcewell within 45 calendar days after the end of each calendar quarter. - Reports will include transaction details, customer information, and calculated administrative fees. - Reports will be submitted regardless of sales volume, including quarters with no completed transactions. <p>Fee Application</p> <ul style="list-style-type: none"> - Applied to all direct sales to Sourcewell participating entities. - Covers both standard and custom product sales. - Includes installation services when provided by RCP or authorized dealers. - Administrative fee is a cost to RCP Shelters and not passed through to customers.
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Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
74	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	<p>Most Favored Customer (MFC) Pricing Benefits:</p> <ul style="list-style-type: none"> - Best available rates - Sourcewell members get our lowest prices, even better than large-volume buyers or government entities. - No price shopping - Standardized pricing eliminates the need for quotes and negotiations, while supporting compliance with public procurement laws that require fair and open pricing. - Fair and transparent - Everyone pays the same competitive rate for the same products. Members can trust that they're not paying more than others for the same products or services. - Budget-friendly - Predictable pricing helps with planning and avoids surprise costs. - Full service included - Design, engineering, and customer support at no extra charge. - Custom work included - Even custom-designed structures are included under MFC pricing, meaning members can get tailored solutions without paying a premium. <p>Bottom line: Sourcewell members get our best pricing on everything - standard products, custom designs, and all services - with the quality and support that comes from 65+ years of experience.</p> <p>Documents: See "Pricing-RCP-Sourcewell.pdf" provided in the "Upload Pricing" file slot.</p>

Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A and 7B)

Line Item	Question	Response *
75	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.	<p>RCP Shelters is proud to offer Sourcewell members one of the industry's most comprehensive and customizable portfolios of open-air structures, engineered and manufactured to the highest standards of quality, durability, and design flexibility.</p> <p>As a third-generation, family-owned manufacturer with over 65 years of experience, RCP delivers solutions that combine advanced technology, superior materials, and a customer-first philosophy, ensuring every project meets the unique needs of its community, climate, and application.</p> <p>Structure Types RCP's solutions encompass a full spectrum of prefabricated structures, including open air structures, pavilions, gazebos, shelters, band shells, amphitheaters, walkway covers, shade structures, transit stops, dugouts, and everything in between.</p>

Every structure is individually engineered to meet or exceed local building codes and environmental loading conditions, with proven performance in extreme climates, from 265 psf snow loads to 175 mph wind loads.

We offer three primary structural systems, each with extensive customization:

- Glued-Laminated Wood (Glulam): Architectural-grade Southern Yellow Pine, factory-laminated and finished, offering natural beauty, large clear spans, and superior fire ratings. Glulam is renewable, low-maintenance, and environmentally friendly.
- Tube Steel: ASTM A500 Grade C structural steel, precision-cut with robotic 3D HD plasma technology, factory powder coated, and available in a wide range of colors. Steel frames feature hidden connections, clean lines, and exceptional durability.
- Hybrid (Steel & Wood): Combining the best of both materials for unique architectural and structural solutions.

Manufacturing Excellence

- Site-Specific Engineering: Every project includes sealed drawings by licensed engineers (all 50 states and Canada) and complimentary foundation design.
- Certified Quality: Facilities are AISC and AWS certified, with AWS-certified welders and a full-time Quality Assurance Manager. Annual third-party audits ensure ongoing compliance and excellence.
- Precise Manufacturing: Robotic 3D HD Plasma Cutter for precision component cutting and superior structural integrity.
- Hidden Fastener Systems: All bolts concealed for aesthetic appeal and reduced corrosion.
- No-Roost, Sanitary Design: All structures feature enclosed tube members, flush closures, and ridge/eave cap details, eliminating horizontal ledges and cavities, preventing birds and animals from roosting and reducing debris and corrosion.
- OSHA Compliance: RCP meets or exceeds all OSHA standards without exception, including a four anchor bolts per column design. This provides superior stability and safety over single bolt designs offered by other manufacturers.

Technology Integration

- Advanced 3D structural analysis software
- Digital resource library with CAD files, 3D models and specifications
- Real-time production monitoring
- Customer portal development for mobile-friendly project tracking (coming soon)
- Interactive product builder and visualization tools (in development)

Roofing and Finish Options

RCP provides a variety of roofing systems to suit any aesthetic or performance requirement:

- 24-gauge and 26-gauge Metal Roofing in multiple profiles, including exposed fastener and true standing seam (SSM) systems.
- 30-year Architectural Shingles and custom-specified materials.
- Wood Roof Deck Systems incorporating 2x8 tongue & groove Southern Yellow Pine with #1 grade materials with butt joints over beams. Available in both Glulam Wood or Steel shelter systems.
- Factory-stained wood finishes and state-of-the-art steel powder coating, featuring a five-stage phosphate wash, zinc-rich epoxy primer, and double TGIC polyester topcoat—exceeding 5,000+ hours salt spray testing per ASTM B117. We also offer a hot-dipped galvanized steel finish in lieu of powder coating or a combination of both.

Customization and Accessories

- Extensive Accessories: Ornamentation, cupolas, electrical cutouts, integrated benches, column shapes, and more—allowing members to tailor standard structures to their specific needs.
- Specialty Solutions: RCP can design and manufacture custom shapes and sizes beyond our standard offerings. Whether it's parks and recreation, commercial, architectural, institutional, or other applications, our products are engineered for both function and aesthetics.

Turnkey Service and Support

- Design and Engineering Consultation: Complimentary, professional guidance from concept through completion.
- Installation Coordination: Assistance with certified local installers and site work.
- Shipping and Logistics: Direct delivery to installation sites nationwide.
- Warranty: Industry-leading 10-year finish and structural warranties.
- Customer Service: In-house, U.S.-based support team available M–F, 8–5 EST, with extended hours as needed.
- Post-Installation Service: Ongoing support for maintenance, replacement parts, and project expansions.

Commitment to Excellence

RCP Shelters combines traditional craftsmanship with cutting-edge technology to deliver open-air structures that enhance communities nationwide. Our comprehensive solutions, from standard shelters to complex custom designs, are backed by:

		<ul style="list-style-type: none">- 65+ years of manufacturing excellence- Third-generation family ownership ensuring stability and commitment- Industry-leading certifications (AITC, AISC, AWS)- Government approvals (Cities of Houston, Los Angeles, Phoenix; Clark County, NV)- Passionate "Dream Team" dedicated to customer service- Core values prioritizing health, family, trust, and perfection <p>Whether your project requires the natural beauty of laminated wood, the durability of powder-coated steel, or a custom hybrid solution, RCP Shelters delivers structures engineered to withstand the elements while enhancing community spaces for generations to come.</p> <p>Our commitment to Sourcewell members includes our best available pricing on all products, exceptional service, and the peace of mind that comes from partnering with an industry leader who puts customer service first.</p>
76	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	<ul style="list-style-type: none">- Picnic Shelters- Pavilions- Shade Structures- Open-Air Roof Structures- Arbors- Ramadas- Gazebos- Band Shells- Amphitheaters- Playground Covers- Carousel Covers- Bleacher Covers- Dugout Covers- Mini Shelters- Transit Covers (Bus Stops, Train Stations, etc.)- Kiosks- Trellises- Pergolas- Entryway Structures of all kinds (Gateways, Archways, Portals, Thresholds, etc.)- Sun Shelters- Privacy Shelters- Walkway Covers- Table and Bench Shelters (w/ seating and surfaces integrated into structural framing)- Bike Rack Covers (and other outdoor equipment covers)- Open-Air Market Shelters- Enclosed Shelters- Equipment Covers (Utility Stations, Pump Stations, etc.)- Restrooms- Concessions- Custom-Designed Open-Air Structures- And more!

Table 7B: Depth and Breadth of Offered Solutions

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
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77	Open air structures, such as pavilions, gazebos, shelters, band shells, amphitheaters, walkway covers, shade structures, transit stops, and dugouts.	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>RCP offers a variety of structural options, including glued-laminated wood framed structures, structural steel tube framed structures, and combination steel and wood framed structures.</p> <p>Our shelter styles and designs encompass a variety of types and classes, such as:</p> <ul style="list-style-type: none"> - Picnic Shelters - Pavilions - Shade Structures - Open-Air Roof Structures - Arbors - Ramadas - Gazebos - Band Shells - Amphitheaters - Playground Covers - Carousel Covers - Bleacher Covers - Dugout Covers - Mini Shelters - Transit Covers (Bus Stops, Train Stations, etc.) - Kiosks - Trellises - Pergolas - Entryway Structures of all kinds (Gateways, Archways, Portals, Thresholds, etc.) - Sun Shelters - Privacy Shelters - Walkway Covers - Table and Bench Shelters (w/ seating and surfaces - integrated into structural framing) - Bike Rack Covers (and other outdoor equipment covers) - Open-Air Market Shelters - Enclosed Shelters - Equipment Covers (Utility Stations, Pump Stations, etc.) - Restrooms - Concessions - Custom-Designed Open-Air Structures - And more!
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78	Complimentary equipment, accessories, and services related to the solutions described in subsections 1. a. above, including design-build services, site assessment, site preparation, installation, maintenance or repair, and warranty programs.	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>- RCP provides design-build services to customers, design professionals, and dealer/representatives for custom product development.</p> <p>- Engineering services for custom designs are included.</p> <p>- Local dealers or representatives may be available for site assessment, product selection, and installation recommendations.</p> <p>- RCP offers a limited, pro-rated 10-year warranty.</p> <p>- Closeout docs, maintenance manuals are also provided.</p> <p>Documents See "Pricing-RCP-Sourcewell.pdf" provided in the "Upload Pricing" file slot.</p> <p>- Misc. Options (Design + Build Services for \$0) - page 5</p> <p>See "Standard-Transaction-Documents-Samples-RCP-Sourcewell.pdf" provided in the "Upload Standard Transaction Document Samples" file slot.</p> <p>- Proposal Form (Order Form) - Tube Steel, pages 1-2</p> <p>- Preliminary Drawings - Standard Tube Steel Shelters (various examples), pages 3-8</p> <p>- Technical Specs - Standard Tube Steel Shelters, pages 9-12</p> <p>- Preliminary Drawings - Tube Steel Shelters w/ T&G Wood Roof Deck option, pages 13-15</p> <p>- Technical Specs - Tube Steel Shelters w/ T&G Wood Roof Deck option, pages 16-20</p> <p>- Proposal Form (Order Form) - Laminated Wood, page 21-22</p> <p>- Preliminary Drawings - Laminated Wood Shelters (various examples), pages 23-32</p> <p>- Technical Specs - Standard Laminated Wood Shelters, pages 33-37</p> <p>- Technical Specs - Laminated Wood Shelters w/ Steel Columns, pages 38-42</p> <p>- Maintenance Recommendations - Steel - pages 47-48</p> <p>- Maintenance Recommendations - Wood - pages 49-50</p> <p>- Maintenance Recommendations - Metal Roofing - pages 50-56</p> <p>- Warranty - Shelter Structure - page 57</p> <p>- Warranty - Metal Roofing - page 58-60</p>
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Table 8: Exceptions to Terms, Conditions, or Specifications Form

Line Item 79. NOTICE: To identify any exception, or to request any modification, to Sourcewell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Master Agreement Template provided in the “Bid Documents” section. Proposer must upload the redline in the “Requested Exceptions” upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	<input type="radio"/> Yes <input checked="" type="radio"/> No

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”
 - [Pricing](#) - Pricing-RCP-Sourcewell.pdf - Monday September 22, 2025 10:19:36
 - Financial Strength and Stability (optional)
 - [Marketing Plan/Samples](#) - Marketing-RCP-Sourcewell.pdf - Monday September 22, 2025 09:31:51
 - WMBE/MBE/SBE or Related Certificates (optional)
 - [Standard Transaction Document Samples](#) - Standard-Transaction-Documents-Samples-RCP-Sourcewell.pdf - Monday September 22, 2025 09:32:18
 - Requested Exceptions (optional)
 - [Upload Additional Document](#) - Additional-Documents-RCP-Sourcewell.pdf - Monday September 22, 2025 09:32:46

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.
3. The Proposer certifies that:
 - (1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-
 - (i) Those prices;
 - (ii) The intention to submit an offer; or
 - (iii) The methods or factors used to calculate the prices offered.
 - (2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and
 - (3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.
5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.
6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.
7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
8. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Jason Fittipaldi, Specialist, RCP Shelters, Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

☐ Yes ☒ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
There have not been any addenda issued for this bid.		