



STATE OF MISSOURI
MISSOURI DEPARTMENT OF CORRECTIONS
CONTRACT AMENDMENT

RETURN AMENDMENT NO LATER THAN JANUARY 12, 2016 TO:

Beth Lambert, Procurement Officer II
Beth.Lambert@dcc.mo.gov
(573) 526-6494 (Phone)
(573) 522-1562 (Fax)
FMU/PURCHASING SECTION
P.O. BOX 236
JEFFERSON CITY, MISSOURI 65102

DATE	VENDOR IDENTIFICATION	CONTRACT NUMBER	CONTRACT DESCRIPTION
December 22, 2015	Brenda K. Ulmer, LCSW, LLC 17005 E. 4th Ter So Independence, MO 64056	Amendment #01 SDA0380414	Intelligent Sex Offender Treatment Services for Missouri Department of Corrections

CONTRACT #SDA0380414 IS HEREBY AMENDED AS FOLLOWS:

Pursuant to paragraph 2.9.2 on page 9, the Missouri Department of Corrections desires to renew the above-referenced contract for the period of July 1, 2016 through June 30, 2017.

The price for the new contract period is as follows:

Intake Evaluation: \$200.00 per evaluation

All other prices shall remain the same.

All terms, conditions and provisions of the previous contract period shall remain and apply hereto.

The contractor shall complete, sign and return this document as acceptance on or before the date indicated above.

IN WITNESS WHEREOF, THE PARTIES HERETO EXECUTE THIS AGREEMENT.

Company Name: Brenda K. Ulmer, LCSW LLC

Mailing Address: 17005 E 4th Ter So

City, State Zip: Independence MO 64056

Telephone: 816 716 8566

E-Mail Address: b.k.ulmer@att.net

Authorized Signer's Printed Name and Title: Brenda Ulmer Owner

Authorized Signature: Brenda Ulmer Date: 01/12/16

THIS AMENDMENT IS ACCEPTED BY THE MISSOURI DEPARTMENT OF CORRECTIONS AS FOLLOWS: in its entirety.

 Eric McSwain, Chairman Division of Probation and Parole

2/8/16
Date

INVITATION FOR BID



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

**Buyer of Record:
Gary Stoll, CPPB
Telephone: (573) 526-6402
gary.stoll@doc.mo.gov**

**AMENDMENT 1
IFB SDA503-004**

Indigent Sex Offender Treatment Services

FOR

**Missouri Department of Corrections
Statewide**

**Contract Period: Date of Award through June 30,
2016**

**Date of Issue: June 24, 2015
Page i of 42**

Bids Must Be Received No Later Than:

2:00 p.m., July 9, 2015

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

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

Company Name: Brenda K. Ulmer, LCSW, LLC
Mailing Address: 17005 E. 4th Ter So
City, State, Zip: Independence, MO 64056
Telephone: 816 716 8566 Fax: _____
Federal EIN #: _____ State Vendor #: _____
Email: b.k.ulmer@att.net

Authorized Signer's Printed Name and Title: Brenda K. Ulmer, LCSW, Owner and Clinical Therapist

Authorized Signature: *Brenda K Ulmer, LCSW* Bid Date: 07-02-15

NOTICE OF AWARD:

This bid is accepted by the Missouri Department of Corrections as follows:

In its entirety.

Contract No. **SDA50300414**

[Signature]
Ellis McSwain Jr., Chairman, Board of Probation and Parole

10/15/15
Date

BRENDA K. ULMER, LCSW, LLC

17005 E. 4TH TER SO

INDEPENDENCE, MO 64056

ORIGINAL

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

To Whom It May Concern:

Please find attached my bid for IFB SDA503-004. I have worked with Sexual Offenders for 17 years in the Kansas City Area, and have run the only Female Sexual Offender Program in the area for 16 years.

I have obtained contracts with you in the past for these same services, under the Agency name of KeyPoint Counseling, when I was co-owner there. I was the only Therapist providing Indigent Services in 2007-2011 on this contract, and in 2013-2015 also added Laura Mars as an additional Therapist. I asked to be removed from that Contract as of June 1, 2015 because I started my own company, which I am now applying for services under.

My new Sex Offender Specialist found my files incomplete in March of 2015, but June 1, 2015, all Indigent files were in compliance. It is my goal to maintain all client records to remain in compliance at all times. I have invested in a \$6000 software program to help me maintain this in the future, and expect no further temporary issues. Please rest assured that I have taken this very seriously and have gone the extra mile to correct it. I have also arranged for an approved Provider in the area to review my files every six months, ensuring that they are in compliance at all times, not just annual audits.

I have successfully provided services to DOC clients for 17 years and had 7 years experience with the Indigent Contract services. I hope you find this experience balances out any temporary paperwork glitches that I have resolved.

I appreciate your consideration in awarding this contract to a provider who has always bid the bottom dollar necessary, and provided you and your clients with quality services.

Thank you for your time and consideration.

Respectfully submitted,

Brenda K. Ulmer, LCSW

Brenda K. Ulmer, LCSW, LLC
Owner and Clinical Therapist

INVITATION FOR BID



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

**Buyer of Record:
Gary Stoll, CPPB
Telephone: (573) 526-6402
gary.stoll@doc.mo.gov**

**AMENDMENT 1
IFB SDA503-004**

Indigent Sex Offender Treatment Services

FOR

**Missouri Department of Corrections
Statewide**

**Contract Period: Date of Award through June 30,
2016**

**Date of Issue: June 24, 2015
Page 1 of 42**

Bids Must Be Received No Later Than:

2:00 p.m., July 9, 2015

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

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

Company Name: Brenda K. Ulmer, LCSW, LLC
Mailing Address: 17005 E. 4th Ter So
City, State, Zip: Independence, MO 64056
Telephone: 816 716 8566 Fax: _____
Federal EIN #: _____ State Vendor #: _____
Email: b.k.ulmer@att.net

Authorized Signer's Printed Name and Title: Brenda K. Ulmer, LCSW, Owner and Clinical Therapist

Authorized Signature: *Brenda K Ulmer, LCSW* Bid Date: 07-02-15

NOTICE OF AWARD:

This bid is accepted by the Missouri Department of Corrections as follows:

Contract No. _____

Ellis McSwain Jr., Chairman, Board of Probation and Parole Date

INVITATION FOR BID



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

**Buyer of Record:
Gary Stoll, CPPB
Telephone: (573) 526-6402
gary.stoll@doc.mo.gov**

IFB SDA503-004

Indigent Sex Offender Treatment Services

FOR

**Missouri Department of Corrections
Statewide**

**Contract Period: Date of Award through June 30,
2016**

**Date of Issue: June 12, 2015
Page 1 of 42**

Bids Must Be Received No Later Than:

2:00 p.m., July 9, 2015

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

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

Company Name: Brenda K. Ulmer, LCSW, LLC
Mailing Address: 17005 E. 4th Ter. S.
City, State, Zip: Independence, MO, 64056
Telephone: 816-716-8566 Fax: 816-561-5555
Federal EIN #: 474-3683 State Vendor #: _____
Email: b.k.ulmer@att.net

Authorized Signer's Printed Name and Title: Brenda K. Ulmer, LCSW, Owner / clinical Therapist

Authorized Signature: Brenda K Ulmer Bid Date: 07-02-15

NOTICE OF AWARD:

This bid is accepted by the Missouri Department of Corrections as follows:

Contract No. _____

Ellis McSwain Jr., Chairman, Board of Probation and Parole

Date

Part IV

Pricing

Page

**EXHIBIT A
SUBMISSION IS MANDATORY
SDA503-004
PRICING PAGE**

The bidder must provide a firm fixed price in the table below for the original contract period and maximum prices for each potential renewal period for providing all services in accordance with the provisions and requirements of this IFB. All costs associated with providing the required services shall be included in the stated prices.

This section was revised by Amendment 1

SERVICE DESCRIPTION	FIRM, FIXED PRICE	First Renewal Option	Second Renewal Option	Third Renewal Option
DSO Evaluation	\$ <u>100</u> per evaluation	\$ <u>200.00</u> per evaluation	\$ <u>200</u> per evaluation	\$ <u>200</u> per evaluation
Assessment	\$ <u>35</u> per assessment	\$ <u>35</u> per assessment	\$ <u>70</u> per assessment	\$ <u>70</u> per assessment
Individual Counseling (per 15 minute increments)	\$ <u>7.50</u> per 15 minute increments			
Group Counseling (per 15 minute increments)	\$ <u>7.50</u> per 15 minute increments			

Bidder is to state the location where the service is provided:

4218 Roanoke Rd Suite 100 KC MO
304 W Walnut Independence MO
525 N. Scott, Belton MO

The bidder must state the number of days required before the services described herein could be provided:

1 days after effective date of contract award.

Terms:

The bidder should state below its discount terms offered for the prompt payment of invoices:

10 % if paid within 14 days of receipt of invoice.

Part III

Bid

Submission

Information

Brenda K. Ulmer, LCSW, LLC
Supporting Growth to a Brighter Future

Brenda K. Ulmer, LCSW, LSCSW is an approved provider of Sexual Offender Services. I have been providing such services for 17 Years to clients referred from Department of Corrections. I founded and have facilitated the only Female Offenders Program in the Kansas City area for the past 16 years. I have provided Indigent Contract services for 7 years. I have my Masters in Social Work, I am certified in Anger Management, and am a Certified Penile Plethysmograph Clinician. I previously had 18 years working for the Department of Mental Health as a Clinical Casemanager and am a Qualified Mental Retardation Specialist. This allows me to work with all intellectual levels of clients, including those with developmental disabilities and mental health disorders. I am a member of the Association for the Treatment of Sexual Abusers, in good clinical standing, and the National Association of Social Workers. I comply with all ATSA, state, and federal license and certification regulations. I have maintained my clinical license for 17 years.

I will provide sex offender intake assessments, evaluation, DSO Evaluations, Individual and group Treatment to persons deemed eligible for Indigent services by Department of Corrections. I can provide these services at my three locations Kansas City(Jackson County) Independence(Eastern Jackson County) and Belton(Cass County). I am happy to consider opening other offices in other areas if needed i.e., Clay County. Pricing can be found in Part IV, Pricing Page. I have always tried to offer services at the best possible price, and certainly no more than I charge Individuals for their services. Opposed to other bids I have reviewed that seem to be more than I could expect an individual to pay in their current circumstances.

I will have another audit by DOC in August that I will be in complete compliance for. I have arranged for another Approved Provider to provide review of my records every six months following the Sex Offender Specialists review, to ensure continued compliance. I will furnish all material and supplies necessary for the clients to be successful. I will comply with the Fair Labor Standard Act, Equal Opportunity Employment Act, and any other federal and state laws, rules, regulations and executive orders that apply. I will inform the Probation Officer immediately if I am unable to provide services to any individual in the next 30 days after receiving a referral.

I use the Static 99R, the Screening Scale for Pedophilic Interests, the Hare Psychopathy Checklist, the Sexual Adjustment Inventory, and other available measures of risk in evaluating clients depending on their specific crime, and what is considered an appropriate assessment tool for it. I plan to add to these assessments tools in the future as well. I will provide Psychotherapy, cognitive behavioral therapy, couples and family therapy, relationship skills training, relapse prevention, arousal reconditioning, empathy, cycles of behavior, working through stages of denial, Supervisor training, etc. I will work closely with each Probation and Parole Officer to coordinate appropriate services, and accountability. I can and will provide services under this contract from September 1 2015 through June 30 2016, and through any extensions granted. I am also willing to hire or contract employees to provide more services if necessary.

I can assure you that I have done my absolute best to maintain all the stipulations provided and to include everything asked for. However, if I misunderstood anything I am more than happy to meet with you or answer phone calls and emails to better explain.

I believe that I have been devoted to the State of Missouri and providing quality services for their/our clients for 30 +years. I greatly appreciate the opportunity to continue to do so in the future through this contract.

Part V
Exhibits
A-G

Employee Bidding/Conflict of Interest - Bidders who are employees of the State of Missouri, a member of the General Assembly or a statewide elected official must comply with Sections 105.450 to 105.458 RSMo regarding conflict of interest. If the bidder and/or any of the owners of the bidder's organization are currently an employee of the State of Missouri, a member of the General Assembly or a statewide elected official, please provide the following information.

Name of State Employee, General Assembly Member, or Statewide Elected Official:		
In what office/agency are they employed?	NA	
Employment Title:		
Percentage of ownership interest in bidder's organization:	_____ %	

Executive Order 04-09: Products and/or Services Provided Outside United States

If any products and/or services offered under this RFP are being manufactured or performed at sites outside the United States, the offeror MUST disclose such fact and provide details in the space below or on an attached page.

Are any of the bidder's proposed products and/or services being manufactured or performed at sites outside the United States?	Yes _____	No <u>X</u> _____
If YES, do the proposed products/services satisfy the conditions described in 4a, b, c, or d of Executive Order 04-09? (see the following web link: http://www.sos.mo.gov/library/reference/orders/2004/eo04_009.asp)	Yes _____	No _____
<p>If YES, mark the appropriate exemption below, and provide the requested details:</p> <p>____ 1. Unique good or service.</p> <ul style="list-style-type: none"> EXPLAIN: _____ <p>____ 2. Foreign firm hired to market Missouri services/products to a foreign country.</p> <ul style="list-style-type: none"> Identify foreign country: _____ <p>____ 3. Economic cost factor exists</p> <ul style="list-style-type: none"> EXPLAIN: _____ <p>____ 4. Vendor/subcontractor maintains significant business presence in the United States and only performs trivial portion of contract work outside US.</p> <ul style="list-style-type: none"> Identify maximum percentage of the overall value of the contract, for any contract period, attributed to the value of the products and/or services being manufactured or performed at sites outside the United States: _____% Specify what contract work would be performed outside the United States: _____ 		

Indicate if the bidder is a For Profit or Nonprofit Entity:

X For Profit _____ Nonprofit

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

Company Name Brenda K. Ulmer, LCSW, LLC

Printed Name Brenda Ulmer Email Address: b.k.ulmer@att.net

Authorized Signature Brenda K Ulmer Date 07/02/15

**EXHIBIT B
SUBMISSION IS MANDATORY**

PRIOR EXPERIENCE OF BIDDER

The bidder shall copy and complete this form for each reference being submitted as demonstration of the bidder's prior experience. In addition, the bidder is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Bidder Name:	Brenda K. Ulmer, LCSW, LLC
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Kansas City Community Release Center Missouri Department of Corrections
Address of Reference Company:	651 Mulberry St. KCMO 64101-1235
Reference Contact Person Name:	Terri Godsey
Contact Person Phone #	816-842-7467
Contact Person e-mail address:	Terri.Godsey@doc.mo.gov
Dates of Prior Services:	09/2007 through 06/2011 and 9/2013 through 06/2015
Dollar Value of Prior Services	15,000+ each contract, each year
Description of Prior Services Performed	Sexual Offender Assessments and Sexual Offender Group Treatment

Brenda K Ulmer
Signature of Bidder

7-2-15
Date of Signature

EXHIBIT B
SUBMISSION IS MANDATORY
PRIOR EXPERIENCE OF BIDDER

The bidder shall copy and complete this form for each reference being submitted as demonstration of the bidder's prior experience. In addition, the bidder is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Bidder Name:	Brenda K. Ulmer, LCSW, LLC
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Missouri Probation and Parole Missouri Department of Corrections
Address of Reference Company:	651 Mulberry St. KCMO 64101-1235
Reference Contact Person Name:	Beth Johnson, supervisor
Contact Person Phone #	816-842-7467
Contact Person e-mail address:	Beth.Johnson@doc.mo.gov
Dates of Prior Services:	09/2007 through 06/2011 and 9/2013 through 06/2015
Dollar Value of Prior Services	15,000+ each contract, each year
Description of Prior Services Performed	Sexual Offender Assessments and Sexual Offender Group Treatment

Brenda K. Ulmer
 Signature of Bidder

7-2-15
 Date of Signature

EXHIBIT B
SUBMISSION IS MANDATORY

PRIOR EXPERIENCE OF BIDDER

The bidder shall copy and complete this form for each reference being submitted as demonstration of the bidder's prior experience. In addition, the bidder is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Bidder Name:	Brenda K. Ulmer, LCSW, LLC
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Kansas City Community Release Center Missouri Department of Corrections
Address of Reference Company:	
Reference Contact Person Name:	Lindsay.Moe , PO
Contact Person Phone #	816-795-6055
Contact Person e-mail address:	Lindsay.Moe@doc.mo.gov
Dates of Prior Services:	09/2007 through 06/2011 and 9/2013 through 06/2015
Dollar Value of Prior Services	15,000+ each contract, each year
Description of Prior Services Performed	Sexual Offender Assessments and Sexual Offender Group Treatment

Brenda K. Ulmer
Signature of Bidder

7-02-15
Date of Signature

**EXHIBIT B
SUBMISSION IS MANDATORY**

PRIOR EXPERIENCE OF BIDDER

The bidder shall copy and complete this form for each reference being submitted as demonstration of the bidder's prior experience. In addition, the bidder is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Bidder Name:	Brenda K. Ulmer, LCSW, LLC
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Missouri Probation and Parole Missouri Department of Corrections
Address of Reference Company:	
Reference Contact Person Name:	Julie Clark, PO
Contact Person Phone #	816-795-6055
Contact Person e-mail address:	Julie.Clark@doc.mo.gov
Dates of Prior Services:	09/2007 through 06/2011 and 9/2013 through 06/2015
Dollar Value of Prior Services	15,000+ each contract, each year
Description of Prior Services Performed	Sexual Offender Assessments and Sexual Offender Group Treatment

Brenda K Ulmer
Signature of Bidder

7-02-15
Date of Signature

EXHIBIT B
SUBMISSION IS MANDATORY
PRIOR EXPERIENCE OF BIDDER

The bidder shall copy and complete this form for each reference being submitted as demonstration of the bidder's prior experience. In addition, the bidder is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Bidder Name:	Brenda K. Ulmer, LCSW, LLC
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Missouri Department of Corrections
Address of Reference Company:	
Reference Contact Person Name:	Kimberly Oroke Sex Offender Specialist
Contact Person Phone #	
Contact Person e-mail address:	kimberly.Oroke@doc.mo.gov
Dates of Prior Services:	09/2007 through 06/2011 and 9/2013 through 06/2015
Dollar Value of Prior Services	15,000+ each contract, each year
Description of Prior Services Performed	Sexual Offender Assessments and Sexual Offender Group Treatment

Brenda K Ulmer

 Signature of Bidder

7-02-15

 Date of Signature

EXHIBIT B
SUBMISSION IS MANDATORY
PRIOR EXPERIENCE OF BIDDER

The bidder shall copy and complete this form for each reference being submitted as demonstration of the bidder's prior experience. In addition, the bidder is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Bidder Name:	Brenda K. Ulmer, LCSW, LLC
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	Kansas City Regional Center Missouri Department of Mental Health
Address of Reference Company:	821 Admiral Blvd, KCMO
Reference Contact Person Name:	Tim Wolfe
Contact Person Phone #	816-889-3400
Contact Person e-mail address:	
Dates of Prior Services:	09/2007 through 06/2011 and 9/2013 through 06/2015
Dollar Value of Prior Services	15,000+ each contract, each year
Description of Prior Services Performed	Sexual Offender Assessments and Sexual Offender Group Treatment

Brenda K Ulmer
 Signature of Bidder

7-2-15
 Date of Signature

MATT BLUNT
Governor

LARRY CRAWFORD
Director



2729 Plaza Drive
P. O. Box 236
Jefferson City, MO 65102
Telephone: 573-751-2389
Fax: 573-751-4099
TDD Available

State of Missouri
DEPARTMENT OF CORRECTIONS
Ad Exelleum Conamur – "We Strive Towards Excellence"

October 27, 2008

Brenda Ulmer
KeyPoint Counseling Services
3101 Broadway, Suite 240
Kansas City, MO 64111

Dear Ms. Ulmer:

It is with genuine satisfaction that the Missouri Department of Corrections is pleased to notify you of a contract award regarding Sex Offender Treatment – Cass, Jackson, Clay and Platte Counties. The Division of Probation and Parole will issue a purchase order against Contract Number Y97080050 to order services.

On behalf of the Missouri Department of Corrections, we look forward to the development of this partnership. If you have any questions, please contact me at (573) 526-6590.

Sincerely,

A handwritten signature in cursive script, appearing to read "Donna J. Hicks".

Donna J. Hicks, Procurement Officer II
Purchasing Section

Jeremiah W. (Jay) Nixon
Governor



2729 Plaza Drive
P. O. Box 236
Jefferson City, MO 65102
Telephone: 573-751-2389
Fax: 573-751-4099
TDD Available

George A. Lombardi
Director

State of Missouri
DEPARTMENT OF CORRECTIONS
Ad Excelleum Conamur – "We Strive Towards Excellence"

March 5, 2010

Brenda K. Ulmer
Keypoint Counseling Services LLC
406 West 34th Street
Kansas City, MO 64111

Dear Ms. Ulmer:

It is with genuine satisfaction that the Missouri Department of Corrections is pleased to notify you of a contract award regarding Sex Offender Treatment Services for Indigent Offenders located in the Western Region. The Division of Probation and Parole will issue a purchase order against Contract Number Y97080222 to order services.

On behalf of the Missouri Department of Corrections, we look forward to the development of this partnership. If you have any questions, please contact me at (573) 526-6590.

Sincerely,

A handwritten signature in black ink, appearing to read "Donna J. Lynch-Hicks".
Donna J. Lynch-Hicks, Procurement Officer II
Purchasing Section

INVITATION FOR BID

Missouri Department of Corrections
P.O. Box 238
Jefferson City, Missouri 65102

IFB SDA503-003

for
Indigent Sex Offender Treatment Services
Kansas City Area

Contract Period: Date of Award through one year
Date of Issue: July 1, 2013
Page 1 of 39

Bids Must be Received No Later Than:

2:00 p.m., July 31, 2013

For information pertaining to the IFB contact:
Lisa Meyer, MSA, CPPS
Procurement Officer II
Telephone: (573) 526 - 6611
Lisa.Meyer@doc.mo.gov

Procured by the

Missouri Department of Corrections
Fiscal Management Unit
Purchasing Section
2729 Plaza Drive
Jefferson City, Missouri 65109

Bids must be delivered to the Department of Corrections, Purchasing Section, 2729 Plaza Drive, P.O. Box 238, Jefferson City, Missouri 65102. The bidder should clearly identify the IFB number on the lower right or left-handed corner of the container in which the bid is submitted to the Department. This number is essential for identification purposes.

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

Company Name: KeyPoint Counseling Svcs, LLC
Mailing Address: 4218 Roanoke Road Ste #100
City, State Zip: Kansas City Mo 64111
Telephone: 816-716-8546 Fax: 816-961-5555
Federal EIN #: 43436940268 State Vendor #: _____
E-Mail Address: b.k.ulmer@att.net

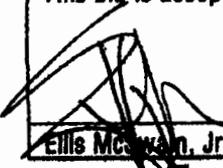
Authorized Signer's Printed Name and Title: Brenda K. Ulmer, MSW, LCSW Co-owner

Authorized Signature: Brenda K. Ulmer, MSW, LCSW, Co-owner Bid Date: 7-30-13

NOTICE OF AWARD:

This bid is accepted by the Department of Corrections as follows:

Contract No. **SDA50300301**
Accepted in its entirety


Ellis McSwain, Jr., Chairman, Board of Probation and Parole

8/4/13
Date

The original cover page, including amendments, must be signed and returned with the bid.

EXHIBIT C
SUBMISSION IS MANDATORY

PERSONNEL EXPERTISE SUMMARY
(Also Attach Resumes for Management Staff)

Personnel	Background and Expertise of Management Staff
-----------	--

1. <u>Brenda K. Ulmer</u> (Name) <u>Clinical Therapist / Owner</u> (Title)	30 years in the field of Mental Health. 16 years providing treatment to Sexual Offenders. 16 years facilitating the only female sex offender program in te ansas City Metro area. 16 years of working closely with Missouri Probation and Parole and Department of Corrections. I have applied for and received the Indigent Contract on 2 previous occasions, as Administrator for KeyPoint Counseling Svces. I have trained and managed staff for 14 years both as a co-founder of KeyPoint and previously as an Executive Director and co-founder of an agency serving people with disabilities.
---	---

2. _____ (Name) _____ (Title)	Will contract with state approved providers or hire Therapists as needed.
--	---

3. _____ (Name) _____ (Title)	
--	--

4. _____ (Name) _____ (Title)	
--	--

5. _____ (Name) _____ (Title)	
--	--

6. _____ (Name) _____ (Title)	
--	--

Brenda K Ulmer
Bidder's Signature

07-02-15
Date

Brenda K. Ulmer, MSW, LCSW, LSCSW
17005 E. 4th Terr. So.
Independence, MO 64056
(816) 716-8566

- *30+ years experience in field of Mental Health
- *15 years Licensed Clinical Social Worker in Missouri and Kansas
- *14 years co-owner of successful agency providing Clinical Treatment/Therapy
- *17 years providing case management for the Department of Mental Health
- *Co-founder of successful agency serving persons with disabilities for 23 years
- *Experienced Executive Director of above agency, providing Direct Supervision for approximately 8 employees, casemanagement, staff training, public relations, hiring, etc.
- *5 years experience providing in home family and child therapy
- *Developed successful Public Awareness Department for Dept. Mental Health including training and managing Speakers Bureau and coordinating with community agencies and events
- *Annual Presentation for UMKC Dept. Of Criminal Justice on working with offenders for several years
- *Provided Casemanagement Training to new Employees at Dept of Mental Health
- *Experience in grant writing, management and documentation
- *Experience in Mental Health Managed Care
- *Provided Clinical Supervision for Masters level Social Workers As required for licensing
- *Provided Practicum Supervision for Social Work students from UMKC, KU, and CMSU
- *Certified in Anger Management

GOAL:

I am looking for a position in which I can combine my various professional experiences, working with people, to better advocate for our community.

EXPERIENCE:

1. Department of Mental Health, Kansas City Regional Center
Clinical Casemanager/Service Coordinator 1983-1991 and 1995-2003
2. Individualized Creative Alternative Network (ICAN)
Co-founder/Executive And Clinical Director 1991-1994
3. New Directions Behavioral Health 1994-1995
Mental Health Triage and Service Coordinator
4. Phoenix Mental Health Services 1999-2001
Clinical Therapist
5. Kaw Valley Behavior Health 1997-2000
Clinical Child and Family Therapist
6. KeyPoint Counseling Services, LLC 2001-2015

Clinical Therapist/Co-Owner

7. Brenda K. Ulmer, LCSW LLC 2015-current

Clinical Therapist/Owner

Reference letters available from probation officers DOC supervisors and others in the community

Reference Contacts:

Laura Mars, LCSW

4218 Roanoke Rd

Suite 100

Kansas City, MO

(816)868-0349

Julie Clark, P.O.

14440 E. 42nd St

Suite 100

Independence MO 64055

(816)795-6055

Maureen M. Mihelich, DJO

Clay County Family Courts

Liberty, MO 64068

(816)736-8447

Jean Tadokoro, LCSW

New Directions Behavioral Health

(816) 510-7658

NA

EXHIBIT D
MISSOURI SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE PREFERENCE

Pursuant to section 34.074, RSMo, and 1 CSR 40-1.050, the Department has a goal of awarding three (3) percent of all contracts for the performance of any job or service to qualified service-disabled veteran business enterprises (SDVEs).

STANDARDS:

The following standards shall be used by the Department in determining whether an individual, business, or organization qualifies as an SDVE:

- Doing business as a Missouri firm, corporation, or individual or maintaining a Missouri office or place of business, not including an office of a registered agent;
- Having not less than fifty-one percent (51%) of the business owned by one (1) or more service-disabled veterans (SDVs) or, in the case of any publicly-owned business, not less than fifty-one percent (51%) of the stock of which is owned by one (1) or more SDVs. (An SDV is defined as any individual who is disabled as certified by the appropriate federal agency responsible for the administration of veterans' affairs.);
- Having the management and daily business operations controlled by one (1) or more SDVs;
- Having a copy of the SDV's award letter from the Department of Veterans Affairs or a copy of the SDV's discharge paper (DD Form 214, Certificate of Release or Discharge from Active Duty) and a copy of the SDV's documentation certifying disability by the appropriate federal agency responsible for the administration of veterans' affairs; and
- Possessing the power to make day-to-day as well as major decisions on matters of management, policy, and operation.

If a bidder meets the standards of a qualified SDVE as stated above, and unless previously submitted within the past five (5) years to the Department or to the Office of Administration, Division of Purchasing and Materials Management (DPMM), the bidder **must** provide the following SDV documents to receive the Missouri SDVE three (3) bonus point preference.

- A copy of the SDV's award letter from the Department of Veterans Affairs or a copy of the SDV's discharge paper (DD Form 214, Certificate of Release or Discharge from Active Duty),
- A copy of the SDV's documentation certifying disability by the appropriate federal agency responsible for the administration of veterans' affairs, and
- A completed copy of this exhibit.

(NOTE: The SDV's award letter, the SDV's discharge paper, and the SDV's documentation certifying disability shall be considered confidential pursuant to subsection 14 of section 610.021, RSMo.)

N/A

EXHIBIT D (continued)
MISSOURI SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE PREFERENCE

By signing below, I certify that I meet the definitions of a service-disabled veteran and a service-disabled veteran business enterprise as defined in section 34.074, RSMo. I further certify that I meet the standards of a qualifying SDVE as listed herein pursuant to 1 CSR 40-1.050.

Service-Disabled Veteran's Name
(Please Print)

Service-Disabled Veteran Business Enterprise Name

Service-Disabled Veteran's Signature

Missouri Address of Service-Disabled Veteran
Business Enterprise

Phone Number

Website Address

Date

E-Mail Address

The SDVE bidder should check the appropriate statement below and, if applicable, provide the requested information.

- No, I have not previously submitted the SDV documents specified herein to the state agency or to the Office of Administration, Division of Purchasing and Materials Management (DPMM) and therefore have enclosed the SDV documents.
- Yes, I previously submitted the SDV documents specified herein within the past five (5) years to the state agency.
- Yes, I previously submitted the SDV documents specified above within the past five (5) years to the Office of Administration, Division of Purchasing and Materials Management (DPMM).

Date SDV Documents were Submitted: _____

Previous Bid/Contract Number for Which the SDV Documents were Submitted: _____
(if known)

(NOTE: If the SDVE and SDV are listed on the DPMM SDVE database located at <http://oa.mo.gov/sites/default/files/sdvelisting.pdf>, then the SDV documents have been submitted to the DPMM within the past five [5] years. However, if it has been determined that an SDVE at any time no longer meets the requirements stated above, the DPMM will remove the SDVE and associated SDV from the database.)

FOR STATE USE ONLY	
SDV's Documents - Verification Completed By:	
_____ Procurement Officer	_____ Date

EXHIBIT E
PARTICIPATION COMMITMENT

N/A

Organization for the Blind/Sheltered Workshop and/or Service-Disabled Veteran Business Enterprise (SDVE) Participation Commitment – If the bidder is committing to participation by or if the bidder is a qualified organization for the blind/sheltered workshop and/or a qualified SDVE, the bidder must provide the required information in the appropriate table(s) below for the organization proposed and must submit the completed exhibit with the bidder’s bid.

Organization for the Blind Sheltered Workshop Commitment Table	
By completing this table, the bidder commits to the use of the organization at the greater of \$5,000 or 1% of the actual total dollar value of the contract.	
(The services performed or the products provided by the listed Organization for the Blind/Sheltered Workshop must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)	
Name of Organization for the Blind or Sheltered Workshop Proposed	Description of Products/Services to be Provided by Listed Organization for the Blind/Sheltered Workshop <i>The bidder should also include the paragraph number(s) from the IFB which requires the product/service the organization for the blind/sheltered workshop is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1.	Product/Service(s) proposed: ----- IFB Paragraph References:
2.	Product/Service(s) proposed: ----- IFB Paragraph References:

SDVE Participation Commitment Table		
(The services performed or the products provided by the listed SDVE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)		
Name of Each Qualified Service-Disabled Veteran Business Enterprise (SDVE) Proposed	Committed Percentage of Participation for Each SDVE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed SDVE <i>The bidder should also include the paragraph number(s) from the IFB which requires the product/service the SDVE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1.	%	Product/Service(s) proposed: ----- IFB Paragraph References:
2.	%	Product/Service(s) proposed: ----- IFB Paragraph References:
Total SDVE Percentage:	%	

N/A

EXHIBIT F

DOCUMENTATION OF INTENT TO PARTICIPATE

If the bidder is proposing to include the participation of an Organization for the Blind/Sheltered Workshop and/or qualified Service-Disabled Veteran Business Enterprise (SDVE) in the provision of the products/services required in the IFB, the bidder must either provide a recently dated letter of intent, signed and dated no earlier than the IFB issuance date, from each organization documenting the following information, or complete and provide this Exhibit with the bidder's bid.

~ Copy This Form For Each Organization Proposed ~

Bidder Name: _____

This Section To Be Completed by Participating Organization:

By completing and signing this form, the undersigned hereby confirms the intent of the named participating organization to provide the products/services identified herein for the bidder identified above.

Indicate appropriate business classification(s):

_____	Organization for the Blind	_____	Sheltered Workshop	_____	SDVE
-------	-------------------------------	-------	-----------------------	-------	------

Name of Organization: _____

(Name of Organization for the Blind or Sheltered Workshop or SDVE)

Contact Name: _____ Email: _____

Address (If SDVE, provide MO Address): _____ Phone #: _____

City: _____ Fax #: _____

State/Zip: _____ Certification # _____

SDVE's Website Address: _____ Certification Expiration Date: _____ (or attach copy of certification)

Service-Disabled Veteran's (SDV) Name: _____ SDV's Signature: _____
(Please Print)

PRODUCTS/SERVICES PARTICIPATING ORGANIZATION AGREED TO PROVIDE

Describe the products/services you (as the participating organization) have agreed to provide:

Authorized Signature:

Authorized Signature of Participating Organization
(Organization for the Blind, Sheltered Workshop, or SDVE)

Date
(Dated no earlier than the IFB issuance date)

NA

EXHIBIT F (continued)

DOCUMENTATION OF INTENT TO PARTICIPATE

SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE (SDVE)

If a participating organization is an SDVE, unless the Service-Disabled Veteran's (SDV) documents were previously submitted within the past five (5) years to the state agency or to the Office of Administration, Division of Purchasing and Materials Management (DPMM), the bidder **must** provide the following SDV documents:

- a copy of the SDV's award letter from the Department of Veterans Affairs or a copy of the SDV's discharge paper (DD Form 214, Certificate of Release or Discharge from Active Duty); and
- a copy of the SDV's documentation certifying disability by the appropriate federal agency responsible for the administration of veterans' affairs.

(NOTE: The SDV's award letter, the SDV's discharge paper, and the SDV's documentation certifying disability shall be considered confidential pursuant to subsection 14 of section 610.021, RSMo.)

The bidder should check the appropriate statement below and, if applicable, provide the requested information.

- No, I have not previously submitted the SDV documents specified above to the state agency or to the Office of Administration, Division of Purchasing and Materials Management (DPMM) and therefore have enclosed the SDV documents.
- Yes, I previously submitted the SDV documents specified above within the past five (5) years to the state agency.
- Yes, I previously submitted the SDV documents specified above within the past five (5) years to the Office of Administration, Division of Purchasing and Materials Management (DPMM).

Date SDV Documents were Submitted: _____

Previous Bid/Contract Number for Which the SDV Documents were Submitted: _____
(if known)

(NOTE: If the SDVE and SDV are listed on the DPMM SDVE database located at <http://oa.mo.gov/sites/default/files/sdvelisting.pdf>, then the SDV documents have been submitted to the DPMM within the past five [5] years. However, if it has been determined that an SDVE at any time no longer meets the requirements stated above, the DPMM will remove the SDVE and associated SDV from the database.)

FOR STATE USE ONLY	
SDV's Documents - Verification Completed By:	
_____ Procurement Officer	_____ Date

N/A

EXHIBIT G
BUSINESS ENTITY CERTIFICATION, ENROLLMENT DOCUMENTATION,
AND AFFIDAVIT OF WORK AUTHORIZATION

BUSINESS ENTITY CERTIFICATION:

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

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

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

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

BOX A - CURRENTLY NOT A BUSINESS ENTITY

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

- I am a self-employed individual with no employees; **OR**
- The company that I represent utilizes the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

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

Authorized Representative's Name
(Please Print)

Authorized Representative's Signature

Company Name (if applicable)

Date

EXHIBIT G, continued

BOX B - CURRENT BUSINESS ENTITY STATUS

I certify that Brenda K. Ulmer, LCSW, LLC (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530.

Brenda K. Ulmer
Authorized Business Entity
Representative's Name
(Please Print)

Brenda K Ulmer
Authorized Business Entity
Representative's Signature

Brenda K. Ulmer, LCSW, LLC
Business Entity Name

07-02-15
Date

b.k.ulmer@att.net
E-Mail Address

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

- Enroll and participate in the E-Verify federal work authorization program (Website: http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm; Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein; AND
- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include EITHER the E-Verify Employment Eligibility Verification page listing the bidder's/contractor's name and company ID OR a page from the E-Verify Memorandum of Understanding (MOU) listing the bidder's/contractor's name and the MOU signature page completed and signed, at minimum, by the bidder/contractor and the Department of Homeland Security - Verification Division. If the signature page of the MOU lists the bidder's/contractor's name and company ID, then no additional pages of the MOU must be submitted.; AND
- Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.

EXHIBIT G, continued

AFFIDAVIT OF WORK AUTHORIZATION:

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

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

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

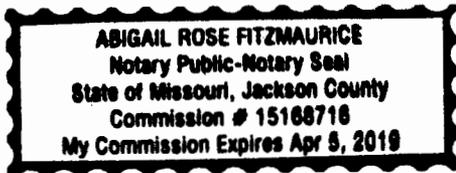
Brenda K. Ulmer Brenda K. Ulmer
Authorized Representative's Signature Printed Name

Clinical Therapist / Owner 7/7/15
Title Date

b.k.ulmer@att.net
E-Mail Address

Subscribed and sworn to before me this 7th of July, 2015. I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of Jackson, State of
(NAME OF COUNTY)
MISSOURI, and my commission expires on 4/5/2019.
(NAME OF STATE) (DATE)

Abigail Rose Fitzmaurice 7/7/15
Signature of Notary Date





**THE E-VERIFY
MEMORANDUM OF UNDERSTANDING
FOR E-VERIFY EMPLOYER AGENTS**

**ARTICLE I
PURPOSE AND AUTHORITY**

The parties to this agreement are the Department of Homeland Security (DHS) and Brenda K. Ulmer, LCSW, LLC (E-Verify Employer Agent). The purpose of this agreement is to set forth terms and conditions which the E-Verify Employer Agent will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the E-Verify Employer Agent, the Employer, DHS, and the Social Security Administration (SSA).

The Employer is not a party to this MOU; however, this MOU contains a section titled Responsibilities of the Employer. This section is provided to inform E-Verify Employer Agents acting on behalf of the Employer of the responsibilities and obligations their clients are required to meet. The Employer is bound by these responsibilities through signing a separate MOU during their enrollment as a client of the E-Verify Employer Agent. The E-Verify program requires an initial agreement between DHS and the E-Verify Employer Agent as part of the enrollment process. After agreeing to the MOU as set forth herein, completing the tutorial, and obtaining access to E-Verify as an E-Verify Employer Agent, the E-Verify Employer Agent will be given an opportunity to add a client once logged into E-Verify. All parties, including the Employer, will then be required to sign and submit a separate MOU to E-Verify. The responsibilities of the parties remain the same in each MOU.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

**ARTICLE II
RESPONSIBILITIES**

A. RESPONSIBILITIES OF E-VERIFY EMPLOYER AGENT

1. The E-Verify Employer Agent agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the E-Verify Employer Agent representatives who will be accessing

NA

EXHIBIT G, continued

BOX C - AFFIDAVIT ON FILE - CURRENT BUSINESS ENTITY STATUS

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

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

Authorized Business Entity
Representative's Name
(Please Print)

Authorized Business Entity
Representative's Signature

E-Verify MOU Company ID
Number

E-Mail Address

Business Entity Name

Date

Missouri State Agency or Public University* Name
Date of Submission _____

Bid/Contract Number _____

(If known)

* Public University includes the following five schools:

- Harris-Stowe State University - St. Louis
- Missouri Southern State University - Joplin
- Missouri Western State University - St. Joseph
- Northwest Missouri State University - Maryville
- Southeast Missouri State University - Cape Girardeau
- Division of Purchasing & Materials Management

FEDEX

Express

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ONE RATE**
Flat rate shipping that
delivers more.
fedex.com/tryonerate

ORIGIN ID:MKCA (816) 716-8566
BRENDA ULNER
17005 E 4TH TER S
INDEPENDENCE, MO 64056
UNITED STATES US

SHIP DATE: 08JUL15
ACTWT: 3.7 LB
CAD: 6891742/SSF01601

BILL CREDIT CARD

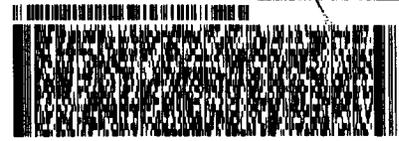
TO **ATTN: GARY STOLL**
MO DEPT. OF CORRECTIONS FISCAL MGMT
2729 PLAZA DR

JEFFERSON CITY MO 65109

(678) 528-6402
Y001
Z01

REF:

DEPT:



TRK# 7809 4864 6287
0201

THU - 09 JUL 10:30A
PRIORITY OVERNIGHT

Med **NA JEFA**

65109
MO-US STL



RECEIVED
MO DEPT. OF CORRECTIONS
PURCHASING SECTION
7/9/2015 9:30 AM

1FB SDA5D3-001

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