



MCTS has issued a bid for MM-04-21

Please follow this link to get to the bid site on BONFIRE.

<https://ridemcts.bonfirehub.com/opportunities/43659>

Vendors can create a free account to respond. Mailed or faxed bids will not be accepted.

## Submission Instructions for Suppliers

Please follow these instructions to submit via our Public Portal.

### 1. Prepare your submission materials:

#### Requested Information

Name	Type	# Files	Requirement
BIDDERS LIST	File Type: PDF (.pdf)	1	Required
CONFLICT OF INTEREST	File Type: PDF (.pdf)	1	Required
DEBARMENT AND SUSPENSION	File Type: PDF (.pdf)	1	Required
EEOC	File Type: PDF (.pdf)	1	Required
INDEPENDENT CONTRACTOR INFORMATION	File Type: PDF (.pdf)	1	Required
NON-COLLUSION	File Type: PDF (.pdf)	1	Required
SIGNATURE SHEET	File Type: PDF (.pdf)	1	Required



Name	Type	# Files	Requirement
TECHNICAL RESPONSE	File Type: PDF (.pdf)	Multiple	Required
PRICING	File Type: PDF (.pdf)	1	Required
ACKNOWLEDGEMENT OF MILWAUKEE COUNTY TERMS AND CONDITIONS	Data Type: Yes/No	N/A	Required

## Commodity Codes

Commodity Set	Commodity Code	Title	Description
UNSPSC	8011	Human resources services	
UNSPSC	80111502	Compensation or benefits planning	

### Requested Documents:

Please note the type and number of files allowed. The maximum upload file size is 1000 MB.

Please do not embed any documents within your uploaded files, as they will not be accessible or evaluated.

### Requested Data:

Please note that text fields have a limit of 2000 characters. We recommend you prepare your responses in advance to ensure they fit within the length restrictions. Learn more about Requested Data at the [Bonfire Help Center](#).



## 2. Upload your submission at:

<https://ridemcts.bonfirehub.com/opportunities/43659>

The Q&A period for this opportunity starts May 06, 2021 12:00 PM CDT. The Q&A period for this opportunity ends May 21, 2021 4:30 PM CDT. You will not be able to send messages after this time.

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of **Jun 16, 2021 2:00 PM CDT**. We strongly recommend that you give yourself sufficient time and **at least ONE (1) day** before Closing Time to begin the uploading process and to finalize your submission.

### Important Notes:

Each item of Requested Information will only be visible after the Closing Time.

Uploading large documents may take significant time, depending on the size of the file(s) and your Internet connection speed.

You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission.

Minimum system requirements: Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. Javascript must be enabled. Browser cookies must be enabled.

### Need Help?

Milwaukee County Transit System uses a Bonfire portal for accepting and evaluating proposals digitally. Please contact Bonfire at [Support@GoBonfire.com](mailto:Support@GoBonfire.com) for technical questions related to your submission. You can also visit their help forum at <https://bonfirehub.zendesk.com/hc>