



RFP2026-34

Transit Life Insurance

Issue Date: 6/19/2026

Questions Deadline: 7/13/2026 10:00 AM (CT)

Response Deadline: 7/22/2026 03:00 PM (CT)

Contact Information

Contact: Summer Deatherage

Address: 1100 Frederick Ave.

St. Joseph, Missouri 64501

Event Information

Number: RFP2026-34
Title: Transit Life Insurance
Type: Request for Proposal
Issue Date: 6/19/2026
Question Deadline: 7/13/2026 10:00 AM (CT)
Response Deadline: 7/22/2026 03:00 PM (CT)
Notes: The City of St. Joseph, Missouri is seeking proposals from qualified vendors to furnish Life/AD&D Insurance for the employees of City of St. Joseph-Mass Transit Division.

Bid proposals must be submitted electronically through the City of St. Joseph's electronic bidding system as it helps to expedite the bidding process and alleviate errors. **No paper, emailed, or faxed submissions will be accepted.**

Special Needs: If you have special needs addressed by the Americans with Disabilities Act, please notify the Purchasing Agent at (816) 271-5330 at least five (5) working days prior to the bid due date.

The City hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation. In addition, interested bidders will not be discriminated against on the grounds of race, color, religion, creed, sex, age, ancestry, or national origin in consideration for an award.

The City has a DBE Goal of .1% and certified firms are encouraged to bid.

The City of St. Joseph reserves the right to reject any or all bids. The City of St. Joseph is an Equal Opportunity Employer.

Bid Activities

Advertisement Date NPG

6/19/2026

Advertised in the following: NPG

Advertisement Date Dos Mundos

6/25/2026

Advertised in the following: Dos Mundos

Bid Attachments

Request for Proposal - RFP2026-34 Transit Life Insurance.pdf

[Download](#)

Request for Proposal - RFP2026-34 Transit Life Insurance

RFP Terms and Conditions REVISED 3.6.26.pdf

[Download](#)

RFP Terms and Conditions

Federal Clauses FTA -Life Insurance.pdf

[View Online](#)

Federal Clauses

Life Insurance Census RFP2026-34.pdf

[View Online](#)

Census

W-9 Form

Requested Attachments

Federal Clauses

(Attachment required)

Please upload your signed Federal Clauses

Proposal Requirements

(Attachment required)

Please upload the following information and any other pertinent information:

Provide Rates and Rate Guarantee (if applicable)

Describe account management services, including functions available electronically. Identify the representative who will be assigned to the account.

Provide an organization chart and financial summary of the organization, including Best rating.

References

(Attachment required)

Provide references for three similar accounts including company name, contact name, street address, telephone number, and email address.

Sample Contract

(Attachment required)

Upload a sample contract to be executed with the City of St. Joseph for review.

W-9

Please upload your completed W-9 form here.

Bid Attributes

1	<p>Request for Proposal</p> <p>Please download and thoroughly review the RFP, located on the Attachments tab. Indicate your acceptance below.</p> <p><input type="checkbox"/> I have downloaded, read, and agree.</p> <p>(Required: Check if applicable)</p>
2	<p>RFP Terms & Conditions</p> <p>Please download and thoroughly review the RFP Terms and Conditions, located on the Attachments tab. Indicate your acceptance below.</p> <p><input type="checkbox"/> I have downloaded, accepted, and agree.</p> <p>(Required: Check if applicable)</p>
3	<p>Federal Clauses</p> <p>Please download and thoroughly review the Federal Clauses. A signed copy is required to be uploaded on the attachments tab as a part of your response.</p> <p><input type="checkbox"/> I have downloaded and agree.</p> <p>(Required: Check if applicable)</p>
4	<p>Attachments Required</p> <p>Be sure to upload all required documents and forms to the "Response Attachments" tab of this bid event.</p>

5 Section 2**PROPOSAL REQUIREMENTS**

The following items require an answer

6 Communications Statement

Contact between vendors and City of St. Joseph personnel during the proposal process or evaluation process is prohibited. Any attempt by vendors during the proposal process to contact City of St. Joseph personnel may result in disqualification. All communication shall go through the Purchasing Division during this competitive process. All questions, if applicable, received and the corresponding answers will be in writing. No verbal responses will be provided. The deadline for questions about this proposal is stated in the Bid Activities and the City will not respond to questions after this time and date. The vendors will be responsible for checking the website for any posted addenda.

7 Conflict of Interest Questionnaire

Does this vendor have conflict of interest with City of St. Joseph?

☐ Yes ☐ No

(Required: Check only one)

8 Conflict of Interest pt. 2

If responder stated there is a conflict of interest with the City of St. Joseph, please list the name and details below. If no conflict exists, enter N/A.

(Required: Maximum 4000 characters allowed)

9 Anti-Collusion Statement

I affirm that I am duly authorized to execute this contract; that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

☐ I agree.

(Required: Check if applicable)

10 Debarment or Suspension Certification

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement of good or services equal to or in excess of \$100,000. Vendors receiving individual awards of \$100,000 or more and all sub-recipients must certify that the organizations and its principals are not suspended or debarred.

(I) Certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department of agency under the Federal OMB, A-102, common rule.

Failure to certify will render bidder non-responsive and will not be considered for award.

☐ [Please select] ☐ Agree ☐ Do not agree

(Required: Check only one)

Supplier Information

Company Name:

Contact Name:

Address:

Phone:

Fax:

Email:

Supplier Notes

By submitting your response, you certify that you are authorized to represent and bind your company.

Print Name

Signature