

Capital Area Transportation Authority



PROCUREMENT SUMMARY AND REGISTRATION

This form provides a brief summary of this procurement and is to be used to register as a prospective bidder/proposer.

Solicitation Number: RFP 2015-R15

Title: Distribution of Bus Schedules

Contact Person: Rich Bannon

In order to receive noticed of any changes or amendments to this document, you MUST register using this form. Please email, mail or fax the completed form to the Procurement and Contracts Department as soon as possible. Failure to include an amendment in your bid/proposal may result in the rejection of your bid or proposal.

E-Mail: rbannon@cata.org

Fax: 517.394.3733

Mail: Capital Area Transportation Authority
Purchasing and Contracts Department
4615 Tranter Street
Lansing, MI 48910

Company Name:

Contact Person:

Address:

City:

ST:

ZIP Code:

Phone:

Fax:

E-Mail:

Capital Area Transportation Authority



**4615 Tranter Street
Lansing, MI 48910**

REQUEST FOR PROPOSAL COVER PAGE

1. SOLICITATION No: 2015-R15		2. ISSUE DATE: 17 APRIL 2015	
3. FOR INFORMATION CONTACT NAME: Rich Bannon E-MAIL: rbannon@cata.org		PHONE: 517.394.1100 ext. 293 FAX: 517.394.3733	
4. BRIEF DESCRIPTION: Distribution of Bus Schedules			
5. PRE-PROPOSAL MEETING DATE AND TIME: N/A			
6. DEADLINE FOR SUBMISSION OF QUESTIONS/CLARIFICATIONS: April 28, 2015 at 5:00 P.M.			
7. SUBMIT PROPOSAL TO THE FOLLOWING ADDRESS Capital Area Transportation Authority (CATA) Purchasing & Contracts Department 4615 Tranter Street Lansing, MI 48910		8. PROPOSAL SUBMISSION DUE DATE AND TIME May 12, 2015 at 2:00 PM	
9. SUBMIT WITH OFFER: Original offer and 4 photocopies.			
10. PROPOSALS WILL NOT BE PUBLICLY OPENED.			
11. FIRM OFFER PERIOD: Offers shall remain firm for a period of 120 calendar days from the date specified in Block 8, above or as amended.			
12. If this Offer is accepted within the period specified in Block 11, above, the Offeror agrees to fully provide the goods and/or services covered by this solicitation at the prices and timelines specified in the solicitation.			
13. The following Exhibits, if indicated, are included in this solicitation			
<input checked="" type="checkbox"/>	EXHIBIT A – Solicitation Instructions and Conditions	<input checked="" type="checkbox"/>	EXHIBIT B – Scope of Work
<input checked="" type="checkbox"/>	EXHIBIT D – Terms and Conditions	<input checked="" type="checkbox"/>	EXHIBIT E – CATA General Provisions
<input checked="" type="checkbox"/>	EXHIBIT G – Iran Economic Sanctions Act Certificate	<input checked="" type="checkbox"/>	ATTACHMENT A – CATA Schedule Distribution Database
<input checked="" type="checkbox"/>	ATTACHMENT C – MSU System Map		
		<input checked="" type="checkbox"/>	EXHIBIT C – Evaluation Criteria
		<input checked="" type="checkbox"/>	EXHIBIT F – Offer & Guarantees
		<input checked="" type="checkbox"/>	ATTACHMENT B – CATA System Map
14. DBE: CATA has a DBE (Disadvantaged Business Enterprise) goal of 1%.			

EXHIBIT A
SOLICITATION INSTRUCTIONS and CONDITIONS

1. Background

The Capital Area Transportation Authority ("CATA") is the regional public transportation provider for the Greater Lansing area. Specifically, CATA currently provides transit service to the Cities of Lansing and East Lansing, the Townships of Lansing, Delhi, and Meridian and Ingham County. CATA operates over 30 fixed bus routes and demand-response services in the rural Ingham area, as well as in Delhi and Meridian Townships and the Cities of Mason and Williamston. CATA also provides a demand-response service designed to meet the needs of persons with disabilities, called Spec-Tran. CATA provided 11.8 million passenger trips in Fiscal Year 2013. Over 3 million of those rides occurred on MSU campus that year.

2. Proposal Preparation

Each Proposal shall be made only on this RFP. Each Proposal must be enclosed in a sealed envelope with the name and address of the Proposer clearly stated. The outside of the envelope shall state the RFP number, title and due date. All blank spaces in the offer must be filled in and no changes shall be made in the wording.

As consideration for any Proposer's Proposal being considered by CATA in its award of the Contract, each Proposer hereby agrees that (1) the Proposal shall be on such form as CATA provides and shall be sealed; and (2) any revocation or modification of the Proposal shall only be on the same form(s) and submitted in the same manner as the original Proposal was submitted prior to the date on which the Proposals are due.

3. Proposal Format

The Proposal shall contain a cover letter signed by a person authorized to bind the Proposer (i) agreeing that the Proposal shall remain valid for not less than 120 days (as extended in the event of a Protest) and (ii) providing a name, physical address, and email address of such person who is administering the Proposal, who has authority to bind the Proposer and to whom CATA may submit notices and writings regarding this RFP. It is to this person and at this email address that CATA will provide notices and other matters regarding this RFP.

Proposals shall be organized as follows:

- | | |
|-----------|--|
| Section 1 | <i>Company Qualifications</i> |
| Section 2 | <i>Methodology/Approach</i> – To include an implementation plan in order to perform the work starting August 31, 2015. |
| Section 3 | <i>Past Performance</i> – Provide at least three references of same or similar services that have been successfully completed by the Proposer, including past client contact name, address, phone and email address. |
| Section 3 | <i>Quality Assurance Plan</i> |
| Section 6 | <i>Price</i> – to include total the fixed price for each year. |
| Section 7 | Required Submittals (Forms and Exhibits) |

4. Submission of Proposals

The Proposer must submit its Proposal, which must be received by CATA no later than the date and time specified in Block 8 of the RFP cover page. The envelope containing the Proposal must be marked with the RFP number and title as set forth on the cover page of this RFP.

Proposals may be hand delivered, mailed or sent via a reputable national courier (such as UPS or Fed-Ex). All Proposals must be delivered to the following address:

Capital Area Transportation Authority
Attn: Purchasing & Contracts Department
4615 Tranter Street
Lansing, Michigan 48910

and **must be received** by CATA by the date and time set forth in Block 8 of the Proposal Cover Page. For example, a postmark date on a mailed Proposal will not be considered as being "received".

If a Proposal is hand delivered, it must be delivered to the front desk at the above address. In such an event, the Proposer or its agent should request a verification receipt to prove that the submission of its Proposal was timely.

Any Proposal not timely received may, in CATA's sole and absolute discretion, be rejected.

5. Late Proposals

Any Proposal received at the office designated in this RFP after the exact time specified for receipt will not be considered unless:

(1) It was sent by registered or certified mail not later than the fifth calendar day prior to the date specified for receipt of Proposals (e.g., a Proposal submitted in response to an RFP requiring receipt of Proposals by the 20th of the month must have been mailed by the 15th or earlier in order to be timely);

(2) It was sent by mail and it is determined by the Authority that the late receipt was due solely to mishandling by the Authority after receipt at the Authority's offices;

(3) It was sent by U. S. Postal Service Express Mail Next Day Service - Post Office to Addressee, not later than 5:00 P.M. at the place of mailing two (2) working days prior to the date specified for receipt of Proposals. The term "working days" excludes weekends and U. S. Federal holidays.

6. Proposal Modification or Withdrawal

Prior to the date and time set for the receipt of Proposals, a Proposal may be modified or withdrawn by the Proposer. All such modifications must be made in writing, either hand delivered, mailed or sent via a reputable national courier to the address above for receiving Proposals. Any request to withdraw a Proposal must be in writing and received by CATA (in the same manner as the Proposal was submitted) by no later than the deadline date and time set forth for the receipt of Proposal. If timely received, CATA will return unopened the Proposal if requested to be withdrawn or returned. If a modification is timely received by CATA prior to the date and time set for the receipt of Proposals, then that modification will be considered by CATA as a part of the original Proposal.

7. Revisions and Amendments to the Proposal

CATA reserves the right in its absolute discretion to revise or amend this RFP, including the scope of work, up to the time set for receipt of the Proposals. Any such revision or amendment, if any, will be sent via email to all Proposers who have requested a copy of this RFP and furnished CATA with their correct email address. In the event that this RFP is revised or amended within five (5) business days of the date set for opening Proposals, CATA may extend the RFP opening date for up to an additional five (5) business days. The form transmitting the revision or amendment must be signed by the Proposer, acknowledging its receipt, and copy of the signed document must be included in the Proposal documents. **Failure to (i) sign the form transmitting the revision or amendment and (ii) include the signed form in the Proposal may, in CATA sole and absolute discretion, result in the rejection of the Proposal.**

8. Pre-proposal Meeting

See Block 5 of the RFP cover page for whether a pre-proposal meeting (at which questions may be directed to and answered by CATA personnel) will be held in connection with this RFP and, if so, the date and time of such meeting.

A pre-proposal meeting, if held pursuant to this RFP, will be at CATA's Administrative Office, located at 4615 Tranter Street, Lansing, Michigan, 48910. If a pre-proposal meeting is held, attendance is not mandatory in order to submit a Proposal, however, it is recommended. In regard to questions raised at this meeting, CATA will make every effort to memorialize in writing those questions and responses by CATA, and thereafter distribute that document to all persons requesting same. Only written responses by CATA in writing may be relied upon; oral responses will not be considered a part of the RFP or binding on CATA. Thus, statements made by CATA at the pre-proposal meeting may not be relied upon in any way by any person and may not be the basis of any protest. Proposers are cautioned to independently verify any matters stated at the pre-proposal meeting. Again, only statements which are made by CATA in writing may be relied upon.

9. Knowledge of Conditions

Any person ("Proposer") submitting a proposal ("Proposal") in response to this Request for Proposal ("RFP") must examine the scope of work carefully and be informed thoroughly regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract to be awarded under this RFP (the "Contract"). No allowances will be made because of lack of knowledge of any specifications, conditions or requirements of this RFP.

10. Omission

Notwithstanding the provision of drawings, technical specifications or other data by CATA, Proposers shall have the responsibility of supplying all details required to make an accurate offer of services offered even though such details may not be specifically mentioned in the scope of work or elsewhere in this RFP.

11. Communications to CATA

All questions pertaining to this RFP, or any matters relating thereto the Scope of Work, or any questions pertaining to the RFP or Proposal documents, must be in writing and must be sent only to the person identified in Block 3 of the RFP cover page. Communications sent to any other person at CATA or at any other address may, in CATA's sole discretion, be deemed to be "non-responsive" and CATA in its discretion may elect to disregard any such questions. CATA will not respond to oral inquiries, and oral statements of any nature by CATA or any of its representatives may not be relied upon for any purpose whatsoever.

12. Requests for Clarification/Questions

All questions from any Proposer regarding the RFP or matters relating thereto must be submitted to CATA in writing no later than date specified in Block 6 of the RFP cover page. Each question must identify the section number in this RFP for which clarification is being requested. CATA will respond to all properly submitted questions at least five (5) business days prior to the date that Proposals are due. All responses will be sent via email to all persons who have requested a copy of this RFP and furnished CATA with a correct email address. All such questions must be sent to the contact person listed in Block 3 of the Proposal cover page.

13. Nonsolicitation of CATA During Blackout Period

During the period from the date of this RFP, through the period that the CATA Board of Directors approves the award of Contract (including any period during which a procurement protest ("Protest") has been filed and is pending), Proposers may not directly or indirectly contact any CATA Board member, any CATA employee, or CATA's legal counsel regarding this RFP except for questions directed to CATA as expressly provided in Section 7 above or except as expressly authorized under the Protest procedure set forth in Section 17. Any prohibited contact may result in the immediate disqualification of the Proposer from consideration for the award of the Contract and the rejection of any Protest.

14. Proposal Rejection

CATA may at any time reject any (i) Proposal which CATA deems in its sole and absolute discretion to be incomplete, (ii) Proposal which CATA deems in its sole and absolute discretion fails to conform to the requirements of this RFP, or (iii) Proposal which CATA deems, in its sole and absolute discretion, takes exception to the Scope of Work. CATA reserves the right in any event to (a) waive any informalities or irregularities in any Proposal, which CATA determines in its sole and absolute discretion, to be minor, or (b) reject all Proposals and re-solicit the procurement.

15. Award

CATA will award the Contract to the Proposer who submits a Proposal that CATA determines, in its sole and absolute discretion, is most advantageous to CATA (the "Selected Proposer"). The procurement process relating to this RFP is solely to benefit CATA and for CATA to determine in its discretion which Proposer is entitled to enter into a Contract with CATA.

16. Next Most Advantageous Proposal

In the event that the Selected Proposer fails or refuses to enter into a Contract with CATA, then CATA may award the Contract to the Proposer who submits a Proposal that CATA determines, in its sole and absolute discretion, is the next most advantageous to CATA. CATA also reserves the right at any time, in its absolute discretion, to cancel the RFP and "rebid".

17. Proposer Affirmation

By submitting its Proposal, the Proposer affirms and declares:

1. That the Proposer or its subcontractors have the capability to assure performance of work within the time specified under the Contract.
2. That the Proposer has the capability of providing personnel to satisfy any technical or service problems that may arise during the term of the Contract.
3. That the Proposer has the necessary facilities and financial resources to complete the Contract in a satisfactory manner and within the required time.
4. That the Proposer, if an individual, is of lawful age.
5. That no other person, firm or corporation has any interest in its Proposal or the Contract proposed to be entered into.
6. That the Proposer has not divulged to, discussed or compared its Proposal with other Proposers and has not colluded with any other Proposer or parties to a Proposal whatsoever. (NOTE: No premiums, rebates, or gratuities are permitted either with, prior to, or after any delivery of materials.) Any such violation will result in the cancellation and/or return of materials (as applicable) and the removal of the offending vendor from PROPOSER LIST(S).
7. That the Proposer and its subcontractors are not currently in arrears to CATA and have not defaulted, as a surety or otherwise, under any obligation to CATA.
8. That the Proposer is not on the Comptroller General's list of ineligible contractors.
9. That, if awarded the Contract, the Proposer shall post a notice in a conspicuous place within the plant or work site stating the Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, creed, age, disability or national origin.

END OF SECTION

EXHIBIT B SCOPE OF WORK

1. Background

The Capital Area Transportation Authority (CATA) is the regional public transportation provider for the Greater Lansing area, providing service to Ingham County and portions of Clinton and Eaton County. CATA operates over 30 fixed bus routes in the Greater Lansing area, various demand-response services in the rural Ingham County, Delhi, Delta and Meridian townships and the cities of Mason and Williamston, and Spec-Tran, a demand-response service designed to meet the needs of persons with disabilities. CATA provided 11.59 million passenger trips in FY 2014, of which 2.9 million rides occurred on the campus of Michigan State University.

The distribution of printed bus schedules that detail these services is a key component of CATA's public awareness efforts. CATA currently produces a combination of 35 different print schedules/brochures on a regular basis and delivers these materials to approximately 250 locations each month. The number of locations changes periodically throughout the year due to new requests for schedules from businesses. Business offices, retail outlets, CATA facilities, educational institutions, apartment complexes and public offices throughout the Greater Lansing area are provided these printed materials upon their request and/or CATA's recommendation. Print materials and customized display racks that organize and contain the printed materials are provided to distribution sites at no charge.

2. Objectives

The specific objectives for Bus Schedule Distribution Services are as follows:

- To deliver current printed bus schedules/brochures to all distribution sites identified by CATA in the Greater Lansing area in a timely and consistent manner.
- To swap out expired, old or terminated schedules in conjunction with periodic service changes.
- To maintain a current database detailing information on each distribution site in order to service each efficiently. (See Database under Scope of Work).
- To develop an efficient routing plan that takes in to account all distribution sites and the frequency of visits necessary to maintain same.
- To maintain the appearance of all schedule racks in distribution. This includes replacing any damaged racks, cleaning any dirty racks, arranging schedules so they are displayed in proper order, and keeping racks full with current information.
- To represent CATA in a professional manner. (See General Requirements).

3. Scope of Work

The Contractor will oversee and implement all responsibilities and duties of CATA's bus schedule distribution process. Additionally, the Contractor will manage the database initially provided by CATA.

a. Service Area.

Schedules and schedule racks are distributed to business offices, retail outlets, CATA facilities, educational institutions, apartment complexes and public offices located in CATA's service area. The distribution area extends west to Canal Road in Delta Township, east to Main Street in Webberville, south to Kipp Road in Mason and north to State Road in Clinton County. (See *link to CATA-System Map or access online at cata.org*)

Included in the service area is Michigan State University where approximately 50 campus locations are stocked with schedules. (Refer to Academic Calendar Year Responsibilities) (See *link to MSU Campus System Map or access online at cata.org*)

b. Database

CATA will provide the Contractor with the initial schedule distribution database upon award of contract. The Contractor shall utilize the file to develop their routing plan for schedule distribution and provide CATA's Project Manager with their final database file on or before August 1, 2015. Any updates or changes made to the file on the part of the Contractor must be provided to CATA's Project Manager on an ongoing basis via email.

The initial schedule distribution database in a Microsoft Excel format that will include:

- A list of all locations currently carrying CATA schedules and/or racks
- Addresses and nearest cross streets for each location
- Location of schedule rack(s) within the building
- Size of schedule rack(s) provided to each location
- A list of schedules stocked at each location
- The route numbers of each CATA route serving each location
- The frequency of visits required over a one-month period to adequately replenish materials at each location (weekly, bi-weekly, etc.), based on past CATA experience
- A code indicating seasonal or year-round service requirements
- A phone number for each location

Upon receiving CATA's database, the Contractor will be responsible for maintaining and updating the database. This includes developing a schedule distribution routing plan that will ensure that each location in the database is serviced at the frequency indicated. At the conclusion of each month, every location in the database must have been visited or contacted no less than once and no more than eight times (depending on frequency of service required).

Updates to the information in the database may be made by the Contractor based on information obtained by the distribution staff while servicing a location (i.e. phone number change, site requests for different schedule types, etc.). Additions and/or deletions to the database can occur at any time as a result of a request from a business or as seen as necessary by the CATA Project Manager. Such additions and/or deletions would be communicated to the Contractor by CATA. The Contractor will make such changes to the database. Ongoing database updates will be provided to the CATA Project Manager.

c. Work Schedule

The Contractor will provide, as part of the proposal, a monthly delivery schedule that meets the requirements as specified above and includes the number of hours per week and days of week.

d. Weekly Responsibilities

For the distribution sites scheduled to be visited in any given week, the Contractor will be responsible for the following:

- Maintaining a stocked delivery vehicle—include current schedules and cleaning materials
- Establishing contact with site contact person
- Ensuring each schedule rack contains only current CATA route schedules (of the utmost importance)
- Replenishing all route schedules so the rack is full.
- Replenishing any extra route schedules left with site contact person, etc.
- Replacing any missing/damaged pocket ID tags found in a schedule rack. (Refer to Pocket Tags)
- Cleaning any dirty schedule racks of dust, smudges, splash marks, etc.
- Replacing any damaged schedule racks
- Noting any changes to the database (change to address, name of business, etc) on daily work schedule. Such changes will be made to the database and communicated to the CATA project manager on an ongoing basis

(Note: Some locations are provided loose schedules only (no schedule rack—as indicated in database) which may be stored in a desk or behind a counter. These locations should be serviced in the same manner as those with schedule racks—checking for current schedules and a sufficient quantity.)

e. Academic Calendar Year Responsibilities

Approximately 70 of CATA's current schedule distribution points are educational institutions or facilities affiliated with an educational facility that may close for or reduce business hours during the summer. Of particular note is Michigan State University where approximately 20 residence halls each display up to two schedule racks. These halls close in early May each year and do not reopen until late-August.

Due to misplacement and damage to racks that remain in MSU residence halls over the summer, the Contractor will remove freestanding schedule racks from as many MSU halls as possible each May. The racks are stored at CATA. In August, the Contractor will clean each rack, restock each with new schedules and deliver them back to the residence halls. Approximately 20 campus facilities such as the MSU Union, International Center, campus apartment complexes, Library, and Kellogg Center remain open year-round and require service as such.

A high turnover of schedules occurs across MSU campus with the start of each semester--September thru October and again in January and February. Weekly schedule distributions to all campus locations are imperative during these times and will be closely audited by CATA to ensure such attention is paid to campus sites. The Contractor may be asked to revisit some or all campus locations more than once a week during these periods if needed.

The Contractor must include in the proposal the plan for servicing these locations on a 9-month cycle. Additionally, the plan should address removal and storage plans for MSU schedule racks stored over the summer months, as well as the plan for returning racks to MSU in August.

f. Additional Periodic Responsibilities

The Contractor will also be responsible for the following on an as-needed basis:

- Change out schedules system-wide when new schedules are issued
- Recycle old schedules by placing them in recycling bins provided by CATA
- Deliver new schedule racks to new locations upon CATA's request
- Replace any broken schedule racks discovered or upon CATA's request
- Remove schedule racks at the request of the identified site contact person or upon CATA's request
- Distribute annual community event route schedules

g. Community Event Bus Route Schedules

Currently, CATA provides bus service for the following annual events:

East Lansing Art Festival (May)

Be A Tourist in Your Own Town (June)

Unique bus schedules for these services may be printed annually and the Contractor may be required to distribute them to CATA facilities and event sites for public access.

4. CATA Responsibilities

CATA is responsible for the following:

- a. Providing Current CATA System Map
- b. Provide current Schedule Reference Packet
- c. Producing, ordering and printing all print schedules
- d. Storing all print schedules in designated storage areas located at CATA's Administrative Office and Transportation Center
- e. Schedule racks marked with ID tags (3 different rack sizes)
- f. Storing all schedule racks and pedestals at CATA's Administrative Office
- g. Providing the Contractor with the initial database
- h. Providing the Contractor with a supply of spare pocket tags and tape
- i. Notifying Contractor of any schedule changes 30 days in advance, whenever possible
- j. Forwarding customer requests for adding, removing or replacing schedules and/or racks
- k. Providing the Contractor access to storage facilities located at CATA's Administrative Office and CATA Transportation Center during business hours.
- l. Providing the Contractor adequate recycling bins in which to deposit old schedules.
- m. Conducting periodic system-wide audits to ensure work is being conducted according to the Scope of Work.
- n. A \$500 work attire allowance per contract year to meet attire requirements. (See General Requirements).

5. Contractor Responsibilities

- a. Computer hardware and software program to maintain and manage database
- b. Cleaning materials to wipe off schedule racks and clear pockets of dust and/or debris
- c. Delivery Vehicle

6. General Requirements

a. Physical Requirements

Physical requirements of the schedule distribution position include the ability to operate and load a delivery vehicle. Walking, bending, climbing stairs and lifting approximately 30-50 pounds are all requirements of the job. This individual will be expected to lift and move cases of print schedules and schedule racks.

b. Print Schedule Inventory

All schedules will be produced, ordered, received and paid for by CATA. All print inventory is currently warehoused by CATA in two locations—Administrative Office located at 4615 Tranter Street, Lansing, MI and CATA Transportation Center (CTC) located at 420 South Grand Ave, Lansing, MI. The Contractor will have access to inventory maintained at the Administrative Office during regular office hours--Monday through Friday between 8AM and 5PM. Inventory stored at the CTC will be accessible during CTC hours of operation—Monday through Sunday from 6AM until 11PM.

c. Schedule Rack Inventory

Currently, CATA offers three different sizes of customized schedule racks. All schedule racks will be ordered, received and paid for by CATA. All rack inventory is currently warehoused by CATA at the Administrative Office. Racks are prepped by the Project Manager and released to the Contractor for delivery on an as-needed basis.

d. Pocket ID Tags

Each pocket of a schedule rack is required to be tagged with its corresponding route number (as specified in the database). All schedule racks currently in distribution are tagged. CATA will provide an inventory of tags and double-sided tape for replacements as needed.

e. Audits

CATA will periodically conduct audits of rack locations to ensure the Scope of Work is being met. Each audit will be rated overall according the following scale:

- i. Excellent – The rack is clean and fully stocked with current schedules
- ii. Acceptable – The rack is clean and stocked with current schedules. Could use more schedule but at least some schedules are available for each route.
- iii. Unsatisfactory – The rack is empty or partially empty, old schedules are in the rack, rack is broken or very dirty.
- iv. No Rating – Given due to the inaccessibility of the building or because schedules are delivered to the location only upon request.

Results of the audit(s) will be presented to the Contractor.

7. Image/Work Attire

The person(s) will represent CATA and must present themselves in a highly professional business manner at all times. The individual(s) will be required to have a well-groomed, neat appearance—no extreme hair colors or styles, trimmed beards, mustaches, sideburns, etc., no visible tattoos or body piercings with the exception of pierced ears--and adhere to a strict casual business dress code which includes:

- a. Solid colored polo-type or button-down collared shirts. Shirts must be tucked in. Button-down shirts must be buttoned.
- b. Dark or khaki colored pants or shorts (knee-length). No jeans.
- c. Casual dress shoes. No gym/tennis shoes, flip-flop or beach type sandals.
- d. No hats other than a plain winter hat during unseasonably cold conditions.
- e. Neat and clean jacket or coat.

Any performance or appearance problems will be brought to the Contractor's attention to seek timely resolution.

8. Notice of Schedule Changes/Deletions/Additions

Changes may include revisions to a current schedule, the addition of a new route, and the termination of an existing route. Such changes would require, but are not limited to, a revised schedule replacing current stocked schedules, a new schedule added to racks, or a current schedule removed from racks. Changes are to be made 5-10 days prior to schedule changes going into effect.

Each August, schedules pertaining to routes that changed based on the MSU academic year (referred to as Spartan Service) are updated and must be changed out system-wide.

9. Meetings

The Contractor shall meet with the CATA Project Manager during the project on an ongoing basis as required by CATA's Project Manager. These sessions may be conducted over the telephone, in person, or via e-mail, as determined by the CATA Project Manager. The Contractor shall make immediate phone calls to the CATA Project Manager if any significant problems are encountered during the project.

END OF THIS SECTION

EXHIBIT C PROPOSAL EVALUATION

1. **Proposal Selection Process**

The following are the complete criteria, listed by their relative degree of importance, by which Proposals from responsible Proposers will be evaluated and ranked for the purposes of selecting a Proposal for a potential award. The criteria are listed numerically by their relative order of importance (where (i) is more important than (ii), and (ii) is more important than (iii), etc.). However, certain criteria may have sub-criteria that are listed by their relative order of importance within the specific criterion they comprise. Also, certain sub-criteria may have sub-criteria that are listed by their relative degree of importance within the specific sub-criterion they comprise.

- (i) *Company Qualifications.* Provide copies of all licenses, certifications or other documentation required in order to enable the Proposer to perform the work proposed. Include a brief history of the Proposer (years in business, annual volume of work over past five (5) years, company ownership, officers, etc.) Include associated qualifications/references for sub-consultants or subcontractors, if any, proposed. Include reference for each project described (contact name, email, phone, position on project).
- (ii) *Methodology/Approach.* Provide information specific to this project that best displays the approach and methodology that will be used to complete the scope of work.
- (ii) *Past Performance.* Provide at least three references of same or similar services that have been successfully completed by the Proposer, including past client contact name, address, phone and email address..
- (iv) *Price/Cost.* Provide pricing for each of the (5) five years.

2. **Procurement Review**

All Proposals will initially be reviewed by the CATA Purchasing & Contracts Department. The Purchasing & Contracts Department's review shall be limited to determining whether the Proposals comply with the requirements of this RFP. The Purchasing & Contracts Manager may, in his or her sole discretion, (i) reject any Proposals that are incomplete, (ii) reject any Proposals that fail to conform to the requirements of the RFP, and/or (iii) reject any Proposals that take exception to the scope of work. The Purchasing & Contracts Manager may waive any informalities or irregularities in any Proposal if he or she determines that such irregularities or informalities are not material.

3. **Presentations/Interviews**

The Evaluation Committee reserves the right in its discretion to schedule an interview with and/or presentation from one or more of the Proposers at any stage of the Proposal evaluation process, all on such terms and procedures as the Evaluation Committee determines.

EXHIBIT D
TERMS and CONDITIONS

The Offeror shall comply with the following required contract provisions and shall insert the substance of these provisions in all subcontracts issued pursuant to this contract.

1. Contract Type

The award of this solicitation will result in a Firm Fixed Price Contract.

2. Contract Term

The term of the Contract will be for five (5) years beginning August 1, 2015 through July 31, 2020.

3. Invoicing and Payment Terms

The Contractor shall submit a proper invoice to the address shown below. CATA reserves the right to return an invoice which is incomplete.

Invoices will be paid on a monthly basis within 30 days from receipt of a proper invoice.

CATA
Attn: Accounts Payable
4615 Tranter Street
Lansing, MI 48910

The invoice must contain the following information;

1. Invoice Number
2. Purchase Order Number
3. Description of Work Completed
4. Contact Person and Phone Number
5. Payment Remit Address

4. Prompt Payment

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contractor receives from CATA. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of CATA. This clause applies to both DBE and non-DBE subcontractors. If the prime contractor determines the work to be unsatisfactory, they must notify CATA's Project Manager immediately, in writing, and state the reason(s) of unsatisfactory work performance. Failure to satisfy prompt payment to DBE's no later than 30 days from the receipt of payment from CATA may be cause to terminate the contract.

5. Contract Modifications

No change in this contract shall be made unless CATA gives its prior written approval. Therefore, the Contractor shall be liable for all costs resulting from, and/or for satisfactorily correcting, any specification change not properly ordered by written modification to the contract and signed by the Contracting Officer. Any changes requested by the Contractor must be submitted to the Contract Administrator assigned under this contract.

6. Project Manager

The Project Manager (PM) assigned to this contract is responsible to ensure the services provided under this contract are in compliance. The Project Manager has no authority to make any changes to the contract or Task Orders.

7. Contracting Officer

The Contracting Officer (CO) assigned to this contract is responsible to ensure the Contractor is in compliance with the contract. Any requests for Contract or Task Order changes must be sent directly to the CO. All DBE reporting (if required) will be submitted to the CO as required.

8. Public Funding/Additional Terms or Conditions.

In the event that CATA obtains funding, in whole or in part, from a public entity (e.g., Federal Transit Administration, Michigan Department of Transportation, Department of Homeland Security, etc.) for the Services, there may be additional conditions imposed by said funding agency, including for example, a requirement that the Contractor comply with any rules and regulations promulgated by that funding agency. CATA has attempted to identify in the BID/RFP and the Contract the source of funding available to CATA as well as any requirements of any such funding agency, but, in any event, the Contractor will be required to comply with any requirements imposed by the funding agency. The Contractor specifically agrees to so comply with said requirements, without any adjustments or increase in the amount to be paid to the Contractor, **provided, however**, if said requirement is not contained in the BID/RFP or the Contract and said requirement is both material and would impose on the Contractor a material burden, then the Contractor would be entitled to submit to CATA a change order for any additional cost of compliance by the Contractor.

EXHIBIT E
CATA GENERAL PROVISIONS

- A. THE FOLLOWING TERMS AND CONDITIONS WILL BE A PART OF THE CONTRACT AWARDED.
1. **CHANGES.** CATA, at any time, by a written order, and without notice to the sureties, may make changes within the general scope of this contract, in (a) drawings, designs or specifications where the supplies to be furnished are specifically manufactured for CATA in accordance therewith; (b) method of shipment or packing; and (c) place of delivery. If any such change causes an increase or decrease in the cost of, or the time required for performance of this contract, whether changed or not changed by such order, an equitable adjustment shall be made by written modification of the contract. Any claim by the Contractor for adjustment under this clause must be asserted within thirty (30) days from the date of receipt by the Contractor of the notification of change; provided that CATA, if it decides that the facts justify the action, may receive and act upon any such claim if asserted prior to dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes." However, nothing in this clause shall excuse the Contractor from proceeding with the contract as changed.
 2. **TERMINATION FOR DEFAULT.** CATA, by written notice, may terminate the contract awarded on the basis of this proposal, in whole or in part, for failure of the Contractor to perform any of the provisions hereof. In such event, the Contractor shall be liable for damages, including the excess cost of reprocurring similar supplies or services, provided, that if (a) it is determined for any reason that the Contractor was not in default or, (b) the Contractor's failure to perform is without his control, fault or negligence, the termination shall be deemed to be a termination for convenience under the following Paragraph 3.
 3. **TERMINATION FOR CONVENIENCE.** CATA, by written notice, may terminate the contract, awarded on the basis of this proposal, in whole or in part, when it determines it is in the best interest of CATA. If this contract is for supplies and is so terminated, the Contractor shall be compensated in accordance with its auditable cost incurred at the time of notification of termination. To the extent that the contract is for services and is so terminated, CATA shall be liable only for payment in accordance with the payment provisions of the contract for services rendered to the effective date of termination.
 4. **ADDITIONAL INFORMATION.** The Contractor shall promptly furnish any additional information requested by CATA relative to the equipment it proposes.
 5. **SUPPLIER RESPONSIBILITY.** N/A
 6. **DELIVERY.** N/A
 7. **BREACH OF CONTRACT.** If the Contractor shall fail, refuse or neglect to comply with the terms of these contract conditions, such failure shall be deemed a total breach of contract and the Contractor shall be subject to legal recourse by CATA, plus costs relating to failure to comply.
 8. **DISPUTES (AFTER BID AWARD).** Except as otherwise provided in the contract, any dispute concerning a question of fact arising under the contract which is not disposed of by Contractor shall be decided by CATA in writing, with a copy mailed or otherwise furnished to the Contractor. The decision of CATA shall be final and conclusive unless within ten (10) days from the date of receipt of such copy, the Contractor mails or otherwise furnishes to CATA a written appeal addressed to the Executive Director for the determination of such appeal, which shall be final and conclusive, unless determined by a court of competent jurisdiction to have been fraudulent or capricious, or arbitrary, or so grossly erroneous as necessarily to imply bad faith, or not supported by substantial evidence.

In connection with any appeal proceeding under this clause, the Contractor shall be afforded an opportunity to be heard and to offer evidence in support of its appeal. Pending a final decision of the dispute, the Contractor shall proceed diligently with the performance of the contract and in accordance with CATA's decision.

9. DELIVERY EXTENSION AND DELAYS. N/A

10. INSTALLATION. NA/

11. INSTALLATION EXTENSION AND DELAYS. CATA reserves the right to extend, postpone, or reschedule installation in case the installation of equipment under this contract shall be necessarily delayed because of strike, injunction, civil disturbance, government controls, or by reason or cause or circumstances beyond the control of the Contractor. The time of completion or installation shall be extended by a number of days to be determined in each instance by CATA.

12. ASSEMBLY. N/A

13. ACCESSORIES. N/A

14. TRAINING. N.A.

15. SERVICE MANUAL AND WIRING SCHEMATIC. N/A.

16. WARRANTY. N/A

17. CATA WARRANTY. N/A

18. INSURANCE. The Contractor shall place and maintain with responsible insurance carriers the following insurance. The Contractor shall deliver to CATA, upon request, certificates of insurance which shall provide thirty (30) days' written notice to be given to CATA in the event of cancellation. Contractor shall require all Subcontractors to maintain adequate insurance coverage.

(a) Workers' Compensation and Employer's Liability Insurance.

- (1) Workers' Compensation in compliance with the applicable state and federal laws.
- (2) Employer's Liability. Limit \$1,000,000.

(b) Commercial General Liability Insurance, including Professional Liability, Blanket contractual, XCU Hazards, Broad Form Property Damage, Completed Operations, and Independent Contractor's Liability, all applicable to Personal Injury, Bodily Injury and Property Damage to a combined single limit of \$1,000,000 each occurrence/claim, subject to a \$2,000,000 annual aggregate for Professional Liability, Completed Operations and Personal Injury other than Bodily Injury.

(c) Automobile Liability Insurance, including owned, hired and non-owned automobiles, Bodily Injury and Property Damage, to a combined single limit of \$1,000,000 each occurrence.

19. INDEMNIFICATION. In addition to the protection afforded by any policy of insurance, the Contractor agrees to indemnify and save harmless CATA, the Michigan Department of Transportation ("MDOT"), the Federal Transit Administration ("FTA"), and all officers, agents, and employees thereof:

- (a) From any and all claims by persons, firms, or corporations for labor, materials, supplies, or services provided to the Contractor in connection with the Contractor's performance of the contract; and
- (b) From any and all claims for injuries to or death of any and all persons, for loss of or damage to property, for environmental damage, degradation and response, and cleanup costs, and for attorney fees and related costs arising out of, under, or by reason of the Contractor's negligent performance of the contract.

CATA will not be subject to any obligations or liabilities by Subcontractors of the Contractor or their Subcontractors or any other person not a party to this contract without its specific consent and notwithstanding its concurrence in or approval of the award of any contract or subcontract or the solicitation thereof.

20. ACCEPTANCE OF MATERIAL - NO RELEASE. N/A

21. FINAL ACCEPTANCE. N/A

22. LIQUIDATED DAMAGES. N/A

23. NO ASSIGNMENT OF CONTRACT. N/A

24. DEFECTIVE WORKMANSHIP AND MATERIAL. N/A

25. WAIVER OF BREACH. N/A

26. OWNERSHIP OF DOCUMENTS. N/A

27. EXCUSES FOR FAILURE TO PERFORM OR DELAYS. The Contractor will not be in default by reason of any failure in the performance of this contract, if such failure arises out of causes beyond the control and without the fault or negligence of Contractor. Such causes may include, but are not limited to, acts of God or the public enemy, acts of the government either in its sovereign or contractual capacity, fires, floods, and strikes. But in every case, a failure to perform must be beyond the control and without the fault or negligence of the Contractor or its Subcontractors. An excusable delay will permit the Contractor an extension of time for such reasonable period as may be mutually agreed upon between the parties.

28. JURISDICTION. This Contract will be governed by the internal laws of the State of Michigan without reference to its choice of law rules. Exclusive jurisdiction and venue of any suit, action or claim relating to this contract will be in the Ingham County Circuit Court or the Federal District Court for the Western District of Michigan.

29. This contract constitutes the entire contract between the parties and supersedes all negotiations, commitments, and previous contracts and may be modified only by a further written contract which is executed by a duly authorized officer of each of the parties.

B. TERMS INCLUDED IN CONTRACTS FUNDED IN WHOLE OR PART BY FTA, MDOT, OR OTHER GOVERNMENTAL AGENCY.

1. NONDISCRIMINATION.

- (a) Compliance with Regulations. Contractor shall comply with Federal Regulations relative to nondiscrimination of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, and Title 23, Code of Federal Regulations, Part 710.405(b), as they may be amended from time to time (hereinafter referred to as the Regulations), and with Executive Order 11246 titled Equal Employment opportunity, as amended by Executive Order 11375, and as supplemented by Department of Labor Regulation (41 CFR 60) which are herein incorporated by reference and made a part of this contract. Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, Contractor agrees to comply with any implementing requirements FTA may issue.
- (b) Nondiscrimination. With regard to the work performed by it during this contract, Contractor shall not discriminate on the grounds of race, color, sex, disability, or national origin in the selection and retention of Subcontractors, including procurement of materials and leases of equipment. Contractor shall not participate either directly or indirectly in discrimination prohibited by Section 21.5 and Part 710.405(b) of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (c) In connection with the performance of services under this contract, Contractor agrees to comply with the State of Michigan provisions for "prohibition of discrimination in state contracts" as set forth in Appendix A dated March 19, 1998, a copy of which is attached hereto and made a part hereof.
- (d) ADA Access. All work performed and all services provided pursuant to this contract shall be in compliance with Federal policy to ensure that elderly individuals and individuals with disabilities have an equal right to use of public transportation services and facilities. To the extent this Contract requires planning and design of services and facilities, special efforts shall be made to implement the transportation and accessibility rights of elderly individuals and individuals with disabilities. The work performed and services provided in this Contract shall be in compliance with all State and Federal statutes and laws ensuring equal access of transportation services and facilities for the elderly and individuals with disabilities, including 49 U.S.C. § 5301(d), § 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 *et seq.*, and the Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 *et seq.*, and any applicable implementing Federal regulations or directives as they may from time to time be promulgated or amended.
- (e) This provision B.1 (a)-(e) will be included in all subcontracts relating to this contract. Further, each contract which Contractor signs with a Subcontractor must include the following assurance:

The Contractor, Subrecipient, or Subcontractor shall not discriminate on the basis of Race, color, national origin, creed, disability, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

2. **DBE REQUIREMENTS.** Contractor will carry out the applicable requirements of the Michigan Department of Transportation's Disadvantaged Business Enterprise ("DBE") program and 49 CFR 26, including, but not limited to those requirements set forth in Appendix B, attached hereto and made a part hereof.
3. **CONTINGENT FEES.** The Contractor warrants that it has not employed or retained any company or person, other than a bonafide employee working solely for the Contractor, to solicit or secure this contract and that it has not paid or agreed to pay any company or person, other than a bonafide employee working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, CATA shall have the right to annul this contract without liability.
4. **RECORDS/AUDITS.** The Contractor shall maintain complete and accurate books, documents, papers, accounting records, and other evidence with respect to allowable costs incurred and manpower expended under this contract. All such records shall be maintained on the basis of generally-accepted accounting principles and shall be clearly identified and readily accessible. The Contractor shall provide during regular business hours to the U.S. Secretary of Transportation, the FTA Administrator, the Comptroller General of the United States and CATA, or their duly authorized representatives, access to such data and records, and the right to inspect and audit all data and records of the Contractor relating to its performance under the contract, and to make transcripts therefrom as necessary to allow inspection of all work data, documents, proceedings, and activities related to this contract for a period of three (3) years from the date of final payment under this contract. In the event of a dispute as to allowable costs or any other issue under this contract, Contractor will thereafter continue to maintain such records until the dispute has been resolved.
5. **CONFLICT OF INTEREST.** The Contractor certifies that, to the best of its knowledge, no CATA employee or office of any public agency interested in this contract has any pecuniary interest in the business of the Contractor and that no person associated with the Contractor has any interest that would conflict in any manner or degree with the performance of this contract.
6. **INTEREST OF MEMBER OF CONGRESS OR DELEGATES TO CONGRESS.** No member of Congress or delegates to the Congress of the United States shall be admitted to any share or part of the contract, or to any benefit arising therefrom. This shall not be construed to prevent any such person from owning stock in a publicly owned corporation.
7. **DEBARMENT AND SUSPENSION.** Contractor must comply with U.S. DOT regulations "Nonprocurement Suspension and Debarment", 2 CFR Part 1200, which adopt and supplement the U.S. Office of Management and Budget ("U.S. OMB") "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 CFR Part 180. Contractor will not make any contract, subcontract, or lease for the project without first confirming that its proposed contractor, subcontractor, or lessee is not listed as barred in the Excluded Parties Listing System, at <http://epls.gov/>.

Contractor agrees to comply with federal debarment and suspension regulations and guidelines when administering any contract or subcontract of \$25,000 or more, regardless of tier. A contract or subcontract award may not be made to a prospective contractor or subcontractor if that contractor is excluded or disqualified under the standards of the U.S. DOT regulations in the U.S. OMB Guidelines, unless the federal government has provided an exception as permitted under those regulations and guidelines. In addition, contracts of any amount for federally required audit services or for contracts which require the consent of a federal official are also covered by these DOT regulations and U.S. OMB Guidelines. Contractor must obtain the compliance of lower tier contractors, subcontractors, and lessees with the U.S. DOT debarment and suspension regulations and the U.S. OMB Guidelines that apply to them. The Contractor further agrees to include provisions requiring compliance as set forth above in lower tier covered transactions.

8. MDOT AND FTA TERMS. All contractual provisions that the Michigan Department of Transportation ("MDOT") or the Federal Transit Administration ("FTA"), by law or regulation, require to be included in contracts supported by state or federal financial assistance, including the requirements set forth in FTA Circular 4220.1F, as updated and amended, and the Master Agreement between CATA and FTA as it may be amended, are hereby incorporated by reference. FTA required terms and MDOT required terms shall be deemed to control in the event of a conflict with other provisions contained in this contract. Contractor shall not refuse to comply with any CATA request to conform this contract to include MDOT or FTA required contractual provisions. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any CATA requests which would cause CATA to be in violation of the FTA mandated contractual provisions.
9. COMPLIANCE WITH LAWS. The Contractor shall at all times observe and comply with all laws, ordinances, and regulations of the state, federal, local, and city government which may, in any manner, affect the performance of the contract.
10. CLEAN AIR. N/A
11. BUY AMERICA PROVISIONS. N/A
12. CERTIFICATION REGARDING LOBBYING. N/A
13. PREVAILING WAGE. N/A
14. BID BOND. N/A
15. PROTESTS. Any protests shall be filed timely in accordance with the CATA Procurement Protest Procedures dated July 13, 2007. These Procedures are available from the CATA Purchasing & Contracts Manager and the CATA CEO/Executive Director, at the following address: Capital Area Transportation Authority, 4615 Tranter Street, Lansing, MI 48910.
16. PERFORMANCE & PAYMENT BONDS. N/A
17. FEDERAL CHANGES. Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between CATA and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor shall not, by action or by inaction, cause CATA to be in violation of FTA regulations, policies, procedures, or directives. Contractor's failure to comply with this paragraph shall constitute a material breach of this contract.
18. NO GOVERNMENT OBLIGATION. Notwithstanding any concurrence by the Federal Government or MDOT in, or approval of, the solicitation or award of this Agreement, absent the express written consent by the Federal Government or by MDOT, neither the Federal Government nor the State of Michigan is a party to this Agreement, and neither shall be subject to any obligations or liabilities to CATA, the Contractor or any other party (whether or not a party to this Agreement) pertaining to any matter resulting from this Agreement. The Contractor agrees to include this clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.
19. CLEAN WATER. N/A
20. ENERGY CONSERVATION. The Contractor agrees to comply with 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.

21. RECOVERED MATERIALS. N/A

22. FLY AMERICA REQUIREMENTS. Contractor agrees to comply with 49 U.S.C. 40118 ("Fly America Act") in accordance with the General Services Administration's regulations at 41 CFR Part 301-10, which provide that recipients and subrecipients of federal funds and their contractors are required to use United States Flag air carriers for U.S. Government financed international air travel and transportation of their personal effects or property, to the extent such service is available, unless travel by foreign air carrier is a matter of necessity, as defined by the Fly America Act. The Contractor shall submit, if a foreign air carrier was used, an appropriate certification or memorandum adequately explaining why service by a United States Flag air carrier was not available or why it was necessary to use a foreign air carrier and shall, in any event, provide a certificate of compliance with the Fly America requirements. The Contractor agrees to include the requirements of this section in all subcontracts that may involve international air transportation.

23. CARGO PREFERENCE. N/A

24. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.

- (a) The Contractor acknowledges that the provisions of the Program Fraud Civil Rights Act of 1986, as amended, 31 U.S.C. § 3801 *et seq.* and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, or may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.
- (b) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under authority of 49 U.S.C. § 5307, the Federal Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, or the applicable Federal law to the extent the Federal Government deems appropriate.
- (c) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

APPENDIX A

PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract, Contractor agrees as follows:

1. In accordance with Act 453, Public Acts of 1976, Contractor hereby agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or as a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status. Further, in accordance with Act No. 220, Public Acts of 1976 as amended by Act No. 478, Public Acts of 1980, Contractor hereby agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants shall be regarded as a material breach of this contract.
2. Contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. Contractor will take affirmative action to insure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. Contractor or its collective bargaining representative will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the Contractor's commitments under this appendix.
6. Contractor will comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission which may be in effect prior to the taking of bids for any individual state project.
7. Contractor will furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission, said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor as well as Contractor itself, and said Contractor will permit access to its books, records, and accounts by the Michigan Civil Rights Commission and/or its agent, for purposes of investigation to ascertain compliance with this contract and relevant with rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Civil Rights Commission finds, after a hearing held pursuant to its rules, that Contractor has not complied with the contractual obligations under this Agreement, the Civil Rights Commission may, as part of its order based upon such findings, certify said findings to the Administrative Board of the State of Michigan, which Administrative Board may order the cancellation of the contract found to have been violated and/or declare Contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, and including the governing boards of institutions of higher education, until Contractor complies with said order of the Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom Contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Civil Rights Commission to participate in such proceedings.
9. Contractor will include, or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by the rules, regulations or orders of the Michigan Civil Rights Commission, and will provide in every subcontract or purchase order that said provisions will be binding upon each subcontractor or seller.

APPENDIX B

ASSURANCES THAT RECIPIENTS AND CONTRACTORS MUST MAKE
(EXCERPTS FROM US DOT REGULATION 49 CFR § 26.13)

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801, et seq.).

- B. Each contract Contractor signs with a subcontractor must include the following assurance:

The contractor, subrecipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

END OF SECTION

**EXHIBIT F
 OFFER and GUARANTEES**

By execution below, the Bidder hereby offers to furnish the items as described herein. The Bidder also certifies that it can and will provide and make available, at a minimum, the items set forth in this solicitation.

FIRM'S NAME AND ADDRESS			PAYMENT REMITTANCE ADDRESS	
Name:			Name:	
Address:			Address:	
P.O. Box or Suite No.			P.O. Box or Suite No.	
City			City	
State	Zip		State	Zip
Contact Person:				
Telephone No.	Fax No.	E-Mail Address:		
FEDERAL EMPLOYER I.D. NUMBER:		SOCIAL SECURITY NUMBER: (If Federal I.D. is not applicable)		
Payment Terms:		Age of Firm:		
Disadvantaged Business Enterprise: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach the certificate from the certifying agency.				
Minority Business Category: <input type="checkbox"/> Female <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian American <input type="checkbox"/> Indian/Alaskan Native <input type="checkbox"/> Other <input type="checkbox"/> Not Applicable				
Annual Gross Receipts: <input type="checkbox"/> less than \$500,000 <input type="checkbox"/> \$500,000 to \$1 million <input type="checkbox"/> \$1 million to \$5 million <input type="checkbox"/> greater than \$5 million				
Contractor's License Type:				
Contractor's License Number:				
License Expiration Date:				
NAME OF BIDDER (Type or Print)			TITLE OF BIDDER	
Signature of Contractor's Authorized Official			(Date Signed)	

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

EXHIBIT G
IRAN ECONOMIC SANCTIONS ACT CERTIFICATE

In accordance with the Iran Economic Sanctions Act, Michigan 2012 PA 517, effective April 1, 2013, (MCL 129.311, *et seq.*), the undersigned certifies in support of its bid or proposal that it is not an Iran linked business as such is defined in the Act.

Bidder: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL

CATA Schedule Distribution Site Database

BUSINESS NAME	ADDRESS	CITY	CROSS ROADS	Hours of Operation	RACK LOCATED	SIZE	STOCK	SERVED BY	FREQ OF SERVICE	PHONE
Amtrak	1240 E. Harrison	E. Lans	Trowbridge & Harrison	M-F 7-3	Lobby	Lw/p	1-7.8-15.20-26.30-39, CM	20,30,36,38	Weekly	332-5051
East Lansing Public Library	950 Abbott Rd	E. Lans	Abbott & Burcham	M-Th 10 to 9PM/F & S 10-6/Sun 1-5	at Reference Desk--one copy each route kept in binder	none	1-19, 20-26, 30-39, 46, 48	26	with schedule change	351-2420
Lansing Ophthalmology	2001 Coolidge Road 48823	E. Lans	Lake Lansing & Coolidge	M-F 7-6; S 9a 12p	Front Door	Lw/p	1-15, 20-26, CRS, MRR	15	Bi Weekly	337-1668
LCC East	2827 Eyde Parkway	E. Lans	Hagadorn & Service Rd	M-Th 8AM -10PM/Fri 8-5	2nd Floor reception area	L w/p	1-15, 20-26, 30-39, MRR, CRS	23	Monthly	483-1864
MSU CTC Ramp 1	Shaw & Farm	E. Lans	Shaw & Farm Lane	24/7	throughout center	L	ALL_CM	26,30-39	Weekly	432-0888
Oaks Apts.	136 Reniger Court	E. Lans	Mich Ave- across Silver S	M - F 9-5:30	In game room by lobby	L w/p	1,15,20-26, 30-39,48, WA, CM	1,15	Monthly	336-9525
Haslett Community Education	1590 Franklin 48840	Haslett	off Marsh S. of Haslett	M - F 7:15 - 5p	On wall between doors	own	1-5.7-15,20-26,MRR, DRR, CRS	22,MRR	Monthly	339-2665
Capitol Area Com Service-CACS Service Center	1301 Rensen 48910	Lans - S	Tranter & Jolly	M-F 8-4:30	East side of building - service center	Lw/p	1-26,46,48,CRS, MRR, DRR, WA	6, 8	Monthly	393-7077
CATA Administrative Office	4615 Tranter Ave	Lans - S	Jolly & Pennsylvania	Mon - Sun 8-5	Drivers Room	own	All	6, 8	Twice Weekly	394-1100
CATA Administrative Office	4615 Tranter Ave	Lans - S	Jolly & Pennsylvania	M-F 8-5	Front Desk	L & M	All	6, 8	Twice Weekly	394-1100
Community Mental Health	812 E. Jolly	Lans - S	Jolly & Pennsylvania	M -Thurs 8-7 Fri 8-5 Sat 9-1	Inside doors	L W/P	1-19, 20-26, 46,48, CRS, DRR, MRR, WA	5,6,8	Twice Weekly	346-8323
Dean Transportation Inc.	4812 Aurelius	Lans - S	Jolly & Aurelius	M-F 4:30a-12a Sat 7:30a-12a, Sun 7:45a-6:30a	Dispatch lounge	L	1-26, 46, 48, MRR, DRR, CRS, WA	7	Monthly	319-3313
Hill Vocational Center - Room A 230 (use north entrance)	5815 Wise Rd	Lans - S	Wise & Miller	M-F 8:30-2:30	2nd Floor-Room 230	Lw/p	1-5.6,8,9,10,10A,12A,12,15 (also use #3)	9	Bi Weekly	325-7467
Holden House - MUST SIGN WAIVER EACH TIME - SEE JIM	3300 S Pennsylvania	Lans - S	Penn - North of Cavenaugh	M-F 8-5	Back Door/basement	M	1-5,6,8,9,10,10A,12A,12,15 (also use #3)	8	Bi Weekly	394-0004
ICHS - FIA/Ingham County Dept of Social Services	5303 S. Cedar Building 4	Lans - S	Jolly & Cedar	M-F 7:30-5	Inside doors to right	L W/P	1-15, 20-25, CRS, DRR	5,6	Twice Weekly	887-9787x 335
Ingham Regional Orthopedic Hospital	2727 S. Pennsylvania	Lans - S	Penn & Health Care	M - F 8-9	North Entrance	L W/P	1-15, 20-26, 46, 48, CRS, WA	8	Bi Weekly	334-2292
Lansing Med. Office Center--Healthy Smiles Dental Office	2815 S. Pennsylvania Suite 203	Lans - S	bdg south of hospital	M-F 8-5	2nd Floor at elevator	Lw/p	1-15,20-26,CRS	8	Monthly	272-4150
Lansing Police Dept-S. Precinct	3400 S Cedar	Lans - S	Holmes & Cedar	M-F 8-7, Sat & Sun 11-7	Main Entrance	Lw/p	1-15,19-26,DRR,Mrr,CRS,WA	5	Bi Weekly	272-7489
Letts Community Center	1220 W Kalamazoo 48915	Lans - S	Kalamazoo west of MLK	M-F 8:30-5	Main Entrance	Lw/p	1-5.7-15,20-26, CRS	9, 11	Monthly	483-4311
Meijer-S Penn	6200 S. Pennsylvania	Lans - S	Miller & Pennsylvania	24 hours	Customer Service Desk	Lw/p	1-19, 20-26, WA, DRR	5,8,9,CRS	Weekly	394-7720x417
National Council On Alcohol (in Lansing Police S. Precinct bldg)	3400 S. Cedar Suite 200	Lans - S	corner of Holmes & Cedar	M-F 8-5	2nd Floor Waiting Area	Lw/p	1-15,19-26,DRR,Mrr,CRS,WA	5	Monthly	882-0226
Outreach Case Management - Community Mental Health	838 Louisa Suite B	Lans - S	Louisa/Penn/N of Keystone	M-F 8-5	Front Door	Lw/p	1-15,20-26,WA	8	Bi Weekly	887-5200
Social Security Administration	5210 Perry Robinson	Lans - S	S. of Jolly - west of Cedar	M-F 9-4	Main Entrance	Lw/p	1-25, 46,48,CRS, MRR, DRR	6	Weekly	393-3876x3057
ZLB Plasma Services (next to State Employment Security Office)	5015 S. Cedar	Lans - S	north of Jolly on Cedar	M-F 7-6, Sat 8-2	Entrance	Lw/p	1-15, CRS	5,6	Monthly	394-0016
Capital Area District Library	401 S. Capitol 48933	Lans. D.T.	Kalamazoo & Capitol	M-Thurs 9-9, Fri & Sat 9-6, Sun 1-6	Lobby off Kalamazoo	Lw/p	1-19,20-26,46,48,CRS, DRR, MRR	1-15,46,48	Weekly	367-6300
CATA Transportation Center	420 S. Grand	Lans. D.T.	Kalamazoo & Grand	M-F 7-7 Sat and Sun 8-5	Break Room	perm. All	1-15, 46, 48	M/W/F	394-1000	
CATA Transportation Center	420 S. Grand	Lans. D.T.	Kalamazoo & Grand	M-F 7:7 Sat and Sun 8-6	Atrium	perm. All	1-15, 46, 48	M/W/F	394-1000	
City Outreach	601 N. Larch	Lans. D.T.	Saginaw & Larch	M-F 7:30-6 Sat & Sun 8-6	Behind Front Desk	M	1,3,5,7-15	10,10A,13	Monthly	853-1080
Cooler Center	300 S. Capitol 48901	Lans. D.T.	Capitol & Washtenaw	M-F 8a-10p, Sat & Sun 8a-7p	Main Desk (also has loose schedules)	Lw/p	1-15, 20-26,46,48, DRR, MRR	1,3,5,8-14,46,48	Weekly	371-5140x2155
Cooler Law School-Classroom Bldg	217 S Capitol 48901	Lans. D.T.	Allegan & Capitol	M-F 7 -10, Sat & Sun 7-7	3rd Floor, left of elevator	Lw/p	1-5, 7-15, 20-26,46,48,WA,CRS,MRR,DRR	1-3,5,8-14,46,48	Weekly	334-5704
Cooler Library	330 S. Washington 48901	Lans. D.T.	Kalamazoo & Washington	M-Thurs 7a-1a F-8 7a-12a, Sun 7a-1a	Lobby	Lw/p	1-15,20-26,46, 48,CRS,MRR,DRR	2, 7, 48	Weekly	371-5140x2155
Davenport University	220 E. Kalamazoo	Lans. D.T.	Kalamazoo & Cherry	M-Thurs 9-7, F 9-5	East doors/outside student lounge	Lw/p	1-15, 20-26,46,48,WA,CRS,MRR,DRR	1-15,46,48	Weekly	484-2600
Gibson's Coffee Shop	320 N. Capital	Lans. D.T.	Shiawassee & Capitol	M-Thurs 7:30-6, Fri 7:30-3	Shiawassee Entrance	M	1,3-15, LCC	1,3,8-14,46,48	Bi Weekly	485-5686
Lansing Center	333 E. Michigan 48933	Lans. D.T.	Cedar & Michigan	M-F 8-5	Lobby - East Michigan Ave	Lw/p	1-19, 20-26, 46, 48, DRR, MRR, WA	1, 8	Bi Weekly	483-7400
Lansing City Hall	124 W. Michigan	Lans. D.T.	Capitol & Michigan	M-F 7-6	Lobby	Lw/p	1-19, 20-26,46,48,DRR, MRR, CRS	8, 9, 10, 10A/12A, 13, 14	Bi Weekly	483-4000
Lansing Towers Apts.	610 W Ottawa 48933	Lans. D.T.	Pine & Ottawa	M-F 6-10	To left above mailboxes	M	1-5,7-15	1, 3, 5, 11, 12, 13, 46, 48	Monthly	482-1606
LCC Arts & Science Building	419 N Washington Sq	Lans. D.T.	Washington & Shiawassee	M-F 6-10	Lobby	Lw/p	1-15, 20-26, 46, 48 LCC	1,3,8-14,46,	Weekly	483-1265
LCC Academic & Office Facility (downstairs)	315 N Grand	Lans. D.T.	Shiawassee & Grand	M-F 8-5	North East Entrance	L w/p	1-15,20-26, 46, 48, LCC	1,3,8-14,46,	Weekly	483-1622
LCC Gannon Vocation/Tech Ctr	422 S. Grand Ave. 48901	Lans. D.T.	Shiawassee & Grand	M-F 6-10	2nd Floor Parking, Serv.	Lw/p	1-15,20-26, 46, 48, LCC	1,3,8-14,46,	Weekly	483-1798
LCC Gannon Vocation/Tech Ctr	422 S. Grand Ave. 48901	Lans. D.T.	Shiawassee & Grand	M-F 6-10	2nd Floor Food Court	Lw/p	1-15,20-26, 46, 48, LCC	1,3,8-14,46,	Weekly	483-1200
LCC Tech & Learning	400 N. Capital Ave	Lans. D.T.	Shiawassee & Capitol	M-F 6-10	Lobby	Lw/p	1-15,20-26, 46, 48, LCC	1,3,8-14,46,	Weekly	483-1265
LCC-Continental Building	333 N. Washington Square	Lans. D.T.	Shiawassee & Washington	M-F 8-5	Workfrst Entrance	Lw/p	1-15,20-26, 46, 48, LCC	1,3,8-14,46,	Weekly	483-1393
State of MI-Ottawa Building	611 W. Ottawa 48933	Lans. D.T.	Pine & Ottawa	M-F 8-5	South Entrance	Lw/p	1-5.7-15,20-26,46,48	1,3,5,11, 12,13,46, 48	Monthly	373-2163
State of MI-Transportation Building	425 W. Ottawa	Lans. D.T.	between Walnut & Pine	M-F 7-5	Must go through Treasury Building on Allegan	Lw/p	1-15,46,48,DRR,MRR,CRS,WA	1,3,5,9,11,12,13,46,48	Monthly	373-0506
State of MI-Treasury Building	430 W. Allegan 48933	Lans. D.T.	between Walnut & Pine	M-F 7:5-30	Lobby	Lw/p	1-15,46,48,DRR,MRR,CRS,WA	1,3,5,9,11,12,13,46,48	Monthly	373-6288
U.S.Federal Building - Post Office	315 W Allegan 48933	Lans. D.T.	Townsend & Allegan	M-F 8-5	Use Townsend SE Entrance	Lw/p	1-5.7-15,46,48	1,3,5,9,11,12,13,46,48	Monthly	377-1819
Volunteers of America	430 N. Larch 48912	Lans. D.T.	Larch, North of Shiawassee	M - F 6-6	New Hope Ctr. - East side	L	1-15, 20-26, WA	8,10, 10A/12A	Weekly	484-4414 x 106
Capital Area Michigan Works	1900 S. Cedar	Lans.-S	corner of Mt Hope & Cedar	M-F 8-5	Main entrance/first door on the right	L w/p	1-19, 20-26, 46, 48	2, 5	Weekly	492-5500
Foster Community Center	200 Foster St.	Lans-E	Foster & Michigan	M-F 8-5	Front Entrance, Past Main Office	L W/P	1-5.7-15,20-26,48,MRR, WA	1	Bi Monthly	483-4233
Labor Ready Temp. Service	1621 E. Kalamazoo	Lans-E	Sheppard & Kalamazoo	M-F 5:30-7, Sat 6a-10a, 2p-6p	Waiting Area	Lw/p	1-15,19-26,CRS, WA	15	Bi Monthly	487-0808
Prudden Place Apartments	620 May Street Apt #1	Lans-E	Larch & Oakland	M-F 9-6/Sat 10-3/Sun 12-4	Leasing Office Info Closet in bedroom to left	M	1-5, 7-15	10, 10A, 12A, 13	Monthly	492-1383
Salvation Army - Family Services Office	525 N. Pennsylvania	Lans-E	Penn/South of Saginaw	M-F 8:30-4:30	1st Floor family service waiting area	Lw/p	1-15,19-26,CRS, WA	1, 8	Bi Weekly	484-4424
Sparrow Medical Center West - Ingham Community Health Center	1100 W Saginaw Suite 500	Lans-E	NW Corner MLK and Saginaw	M-F 8-12, 12:30-5	5th Floor Waiting Area - White building	M	1-5.7-15	10a,12	Monthly	364-7440
Sparrow Professional Building	1200 E. Michigan 48912	Lans-E	Pennsylvania & Michigan	M - F 7:30-8	Lobby	Lw/p	1-15, 20-26, CRS	1,8	Weekly	364-5580
American Red Cross - Donor Center	1729 E. Saginaw	Lans-N	Saginaw, East of Marshall	M-F 8-5	Main Entrance	Lw/p	1-19,20-26,MRR, DRR, WA, CRS	13	Monthly	482-2224
American Red Cross - Mid Michigan Chapter	1800 E. Grand River	Lans-N	Marshall & Grand River	M-F 8:30-5	Receptionist Area	L	1-19,20-26,MRR, DRR, WA, CRS	13	Monthly	702-3342
Camelot Hills Apts	601 Sadie Court	Lans-N	Grand River, East of MLK	M-F 8-5	Leasing Office	S	1,10,10A/12A,12,14,WA	10A/12A,14	Monthly	485-6938
Capital City Airport	Shaw & Hagadorn	Lans-N	Grand River & Waverly	Info Booth - 8-5	Information Center	S	3,10,10A/12A,12,14,WA	10A/12A,14	Monthly	321-6121 x 549
Capital Gardens Apts (use Camelot Hills Apts entrance)	2019 N. Grand River	Lans-N	G.River/Sadie-east of MLK	24 hours	Front door use key code 2258*	Lw/p	1-15,20-26,CRS,WA	10A/12A,14	Monthly	927-5874
Cristo Rey Community Center	1717 N. High Street 48906	Lans-N	N of Grd River/W of Penn	M-Thurs 8-8, Fri 8-5	North Entrance in hallway to left	Lw/p	1-15; 20-26, CRS	10,10A/12A	Weekly	372-4700
Ellis Cleaning Company	711 Center Street	Lans-N	S of Oakland/W of Cedar	M-F 9-5	in lobby	Lw/p	1-3, 5, 7-15, 20-26	10	Bi Monthly	485-8985
Genes Quick Shop	3127 Turner	Lans-N	south of Sheridan/Turner	M-F 9AM-midnight, Sat/Sun 11AM-midnight	Past doors to left top of refrig	S	10,10A/12A	10,10a/12a	Monthly	482-5739
Gier Community Center	2400 N. Hall 48906	Lans-N	Larch and Thomas	M F 8:30-5	Main Entrance to right	Lw/p	1-5.7-15	10,10A/12A	Bi Weekly	483-4313
Loaves & Fishes Ministry	831 N. Sycamore 48906	Lans-N	Oakland & Sycamore	M-F 9-5	Kitchen-off Oakland	Lw/p	1-15, 20-26, CRS, WA, MRR, DRR	3, 12A, 12	Weekly	482-2099
Manpower	741 N Cedar - 2nd Floor	Lans-N	Cedar North of Saginaw	M-F 8-5	Receptionist Area-Use west entrance	Lw/p	1-5.7-15,20-26,46,48,CRS,WA	8,10,10A,13	Monthly	372-0880
North Network Center--Nandy House	847 W Willow	Lans-N	E of MLK in fenced area	M-F 9-5PM	Nandy House entrance	Lw/p	1-15, 20-26, CRS, MRR, DRR	3	Monthly	346-5794
Old Town Mainstreet	1232 Turner Street	Lans-N	Turner and Grand River	M-F 8:30 -5	Front Desk	Loose	10A/12A, 14	10A/12A, 14	Bi Monthly	485-4283
Otto Comm. Health Center (southside of Otto Middle School)	500 E. Thomas 48906	Lans-N	N. of Lake Lansing/Larch	M,T,Thurs,F 7-4, Wed 7-12	Waiting Room	M	1-5.7-15	10,10A/12A	Monthly	484-2352
Peckham Vocational - 1	2822 N. M.L. K. Blvd.	Lans-N	Marquette & MLK	M-F 7:30a -8p	North Entrance - Employee Entrance	Lw/p	1-26 CRS, DRR, WA	14	Bi Weekly	319-8447
Peckham Vocational - Employment Center	2822 N. M.L. K. Blvd.	Lans-N	Marquette & MLK	M-F 8-4:30	Employment Center Entrance	L W/P	1-26, CRS, DRR	14	Bi Weekly	319-8468
Peckham Vocational - Riverside	2511 N. M.L. K. Blvd. 48906	Lans-N	MLK & Grand River	M-F 8-4:30	Main Entrance	L W/P	1-15, 20-26, 46,48,DRR, MRR, CRS, WA	10A/12A,14	Bi Weekly	319-8464
Peckham Vocational - Riverside	2511 N. M.L. K. Blvd.	Lans-N	MLK & Grand River	M-F 7:30-3	Employee Entrance (Southwest side)	Lw/p	1-15,20-26,46,48,MRR, DRR, CRS	10A/12A,14	Bi Weekly	319-8464
Realty Counseling	610 E. Grand River	Lans-N	S.E Corner of Grand River and Larch	M-F 9-5	Waiting Area	S	1,10,10A/12A, 14	10,10A/12A, 14	Monthly	484-4997
St. Vincent Catholic Charities	2800 W. Willow Ave	Lans-N	Willow - East of Waverly	M-F 8-5	Main Entrance lobby	Lw/p	All	3	Weekly	323-4734
Stepping Stone Apartments	825 N. Pennsylvania 48906	Lans-N	Oakland & Pennsylvania	M-F 8-5	Office Entry	Lw/p	1-5.7-15,19-26,WA	10,12A,12,13	Bi Weekly	485-4644
Toolan's Deli (use back door)	918 W. Saginaw 48915	Lans-N	Saginaw east of MLK	M-F 9 - Midnight, Sat 10- Midnight, Sun 11-Mid	On the wall near back door	S	10A/12A, 12	10A, 12	Monthly	482-1400
Total Health Education	2627 N. East	Lans-N	East St. N. of Lake Lansing	M-F 8-12, 1-5	Waiting Room	S	1,10,10A/12A,14	10,10A/12A	Monthly	484-7700
Crossroads (building is unmarked)	3240 S. Waverly Road	Lans-S	Holmes & Waverly	M-F 8-5	enter back of house/rack in front entrance on wall	M	1, 2, 3, 5, 7, 8, 9, 10, 10A, 11, 12, 13, 14, 15	11	Bi Monthly	882-7217
Riverbend Apartments/Whitehall Apartments	206 E. Main	Lans-S	Grand Ave & Main (Sof496	M-F 9-5	Office hallway (first drive of complex/last bldg)	Lw/p	1-15, 20-26, 30-39, CM	2, 7	Monthly	372-1770
Lansing Mall	5330 W Saginaw	Lans-W	Saginaw & Elmwood	M-Sat 10 - 9 Sun 11-6	Info Desk-JCPenny Entrance	M	3,10A/12A,12,WA	3	Monthly	321-3534 x 5
Lansing Township Hall	3209 W. Michigan	Lans-W	Michigan East of Waverly	M-F 8-5	Front Door	Sw/p	3,10A/12A,12	10A/12A, 12	Monthly	485-4063
Lutheran Social Services	801 S. Waverly #202 48917	Lans-W	Waverly & St. Joseph	M-F 8:30-5	Waiting Room	L	1-5, 7-26, DRR, MRR, CRS, WA	10A/12A,12	Monthly	321-7663
NEC High School (modulars south of Waverly East School)	2920 E. Kalamazoo	Lans-W	St. Joe & Business Center	M-F 8-4:						



SYSTEM MAP

Greater Lansing Area Map With CATA Routes
Effective: August 2014

QUESTIONS? Call our Customer Information Center at
(517) 394-1000.

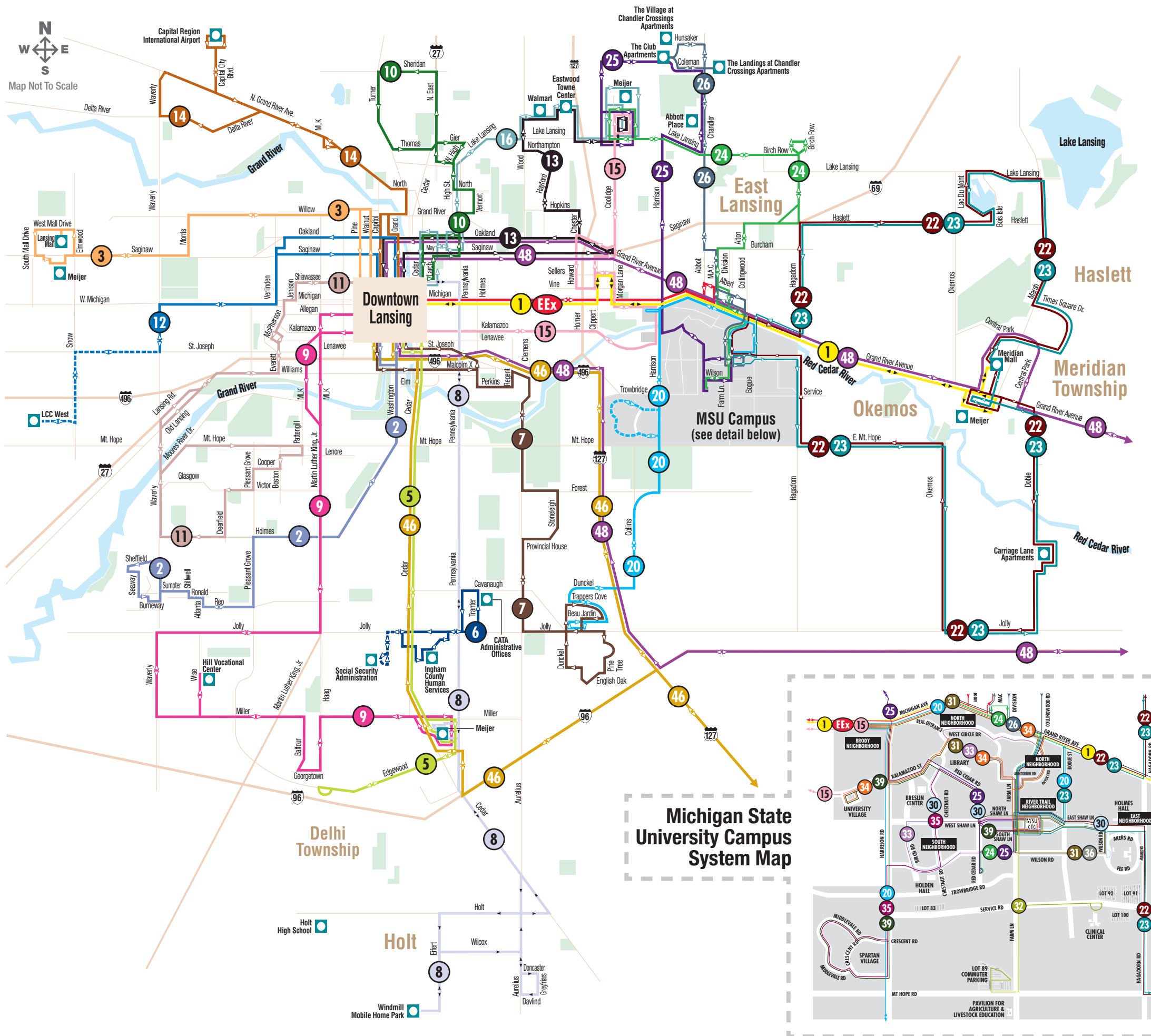
info@cata.org

Michigan Relay Center Voice TDD: (800) 649-3777.

More information on CATA Services is available online at: cata.org.



Map Not To Scale



ROUTE INDEX

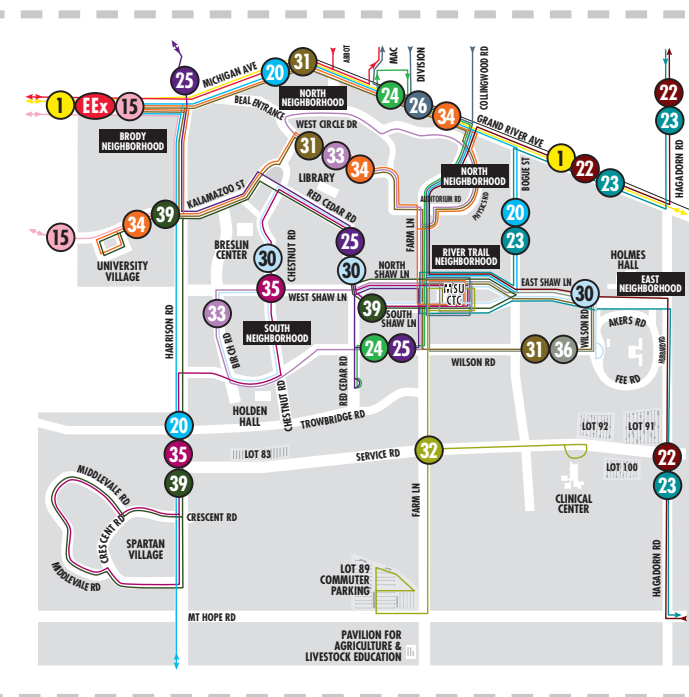
GREATER LANSING

- 1 Downtown Lansing – Meridian Mall
- 2 S. Washington – Pleasant Grove
- 3 Willow – Lansing Mall
- EEx Entertainment Express
- 5 South Cedar – Edgewood
- 6 Cedar – Jolly Connection
- 7 Aurelius
- 8 Pennsylvania – Holt
- 9 South Martin Luther King, Jr. Blvd. – Miller
- 10 North Lansing – Turner
- 11 Waverly – Colonial Village
- 12 W. Michigan – Waverly – LCC West
- 13 Groesbeck Area
- 14 North Grand River – Old Town – Airport
- 15 Kalamazoo – Frandor
- 16 W. Lake Lansing Rd. – Eastwood Towne Center
- 20 South Harrison – Jolly – Dunckel
- 22 MSU – Haslett – Okemos
- 23 MSU – Okemos – Haslett
- 24 East Lansing – E. Lake Lansing Road
- 25 North Harrison
- 26 Abbot – Chandler
- 46 Mason, Limited
- 48 Williamston – Webberville, Limited

MSU CAMPUS

- 30 South & East Neighborhoods
- 31 Brody & East Neighborhoods
- 32 Commuter Lot – Clinical Center
- 33 Union – South Neighborhood
- 34 Brody Neighborhood – University Village
- 35 South Neighborhood – Spartan Village
- 36 East Neighborhood
- 39 University Village – Spartan Village

Parks & golf courses Major destination points



Michigan State University Campus System Map

Spartan Service

Operates during MSU fall and spring semesters:
 Aug 25 – Dec 14, 2014 • Jan 12 – March 8, 2015 • March 16 – May 10, 2015

On Friday, Nov 28, 2014 (the day after Thanksgiving) and Monday, Jan 19, 2015 (MLK Day) MSU will be served throughout the day and evening by the weekend campus service schedule provided on Routes 34, 35, 36 and Lot Link.

1 Downtown Lansing – Meridian Mall

Year-Round Service
 Monday – Friday: 5:25am - 11:35pm
 5:25am - 8:00pm, every 9-15 minutes
 8:00pm - 11:35pm, every 20 minutes
 Saturday: 8:00am - 11:35pm
 8:00am - 9:00am, every 20 minutes
 9:00am - 8:00pm, every 9-15 minutes
 8:00pm - 11:35pm, every 20 minutes
 Sunday:
 8:50am - 7:30pm, every 16 minutes

Spartan Service
 Friday & Saturday Late Night Service:
 10:40pm - 1:35am, every 25 minutes

Legend:
 Outbound (east) (blue line)
 Inbound (west) (green line)
 Select Capitol Loop Trips (red line)
 Transfer Point to Indicated Route(s) (black icon)

Service Calendar:
 Route 1 Friday and Saturday late night service is Spartan Service. Spartan Service operates only during MSU fall and spring semesters. On Friday, Nov 28, 2014 (the day after Thanksgiving) Spartan Service does not operate. The remaining service operates year-round.

Entertainment Express

Year-Round Service
 Thursday, Friday & Saturday:
 7:30pm - 9:00pm, every 30 minutes
 9:00pm - 2:00am, every 15 minutes
 2:00am - 3:00am, every 30 minutes

Spartan Service
 Thursday, Friday & Saturday:
 7:30pm - 9:00pm, every 30 minutes
 9:00pm - 2:00am, every 15 minutes
 2:00am - 3:00am, every 30 minutes

Legend:
 Outbound (east) (blue line)
 Inbound (west) (green line)
 Entertainment Express Bus Stop (black icon)
 Transfer Point to Indicated Route(s) (black icon)

Service Calendar:
 Entertainment Express operates year-round with additional Spartan Service during MSU fall and spring semesters. On Friday, Nov 28, 2014 (the day after Thanksgiving) Spartan Service does not operate.

15 Kalamazoo – Frandor

Year-Round Service
 Monday – Friday: 6:40am - 7:10pm
 6:40am - 11:35am, every 60 minutes
 12:10pm - 5:10pm, every 60 minutes
 5:15pm - 7:10pm, every 60 minutes
 Saturday & Sunday: no service provided

Legend:
 Outbound (east) (blue line)
 Inbound (west) (green line)
 Transfer Point to Indicated Route(s) (black icon)

20 South Harrison – Jolly – Dunckel

Year-Round Service
 Monday – Friday: 6:40am - 10:30pm
 6:40am - 6:00pm, every 35 minutes
 6:00pm - 10:30pm, every 60 minutes
 Saturday:
 8:30am - 11:00pm, every 60 minutes
 Sunday:
 9:30am - 6:00pm, every 60 minutes

Legend:
 Outbound (south) (blue line)
 Inbound (north) (green line)
 MSU Breaks & Holidays Only (red line)
 Transfer Point to Indicated Route(s) (black icon)

22 MSU – Haslett – Okemos

23 MSU – Okemos – Haslett

Year-Round Service
 Monday – Friday: 6:05am - 10:00pm
 Route 22:
 6:05am - 4:35pm, every 35 minutes
 5:20pm - 10:00pm, every 70 minutes
 Route 23:
 6:05am - 1:40pm, every 35 minutes
 1:40pm - 5:25pm, every 25 minutes
 6:30pm - 10:00pm, every 70 minutes
 Saturday:
 7:50am - 8:05pm, every 70 minutes, with a break in service
 Sunday: no service provided

Legend:
 Route 22 (blue line)
 Route 23 (green line)
 Transfer Point to Indicated Route(s) (black icon)

Service Calendar:
 Route 25 operates year-round with additional Spartan Service weekdays during MSU fall and spring semesters. On Friday, Nov 28, 2014 (the day after Thanksgiving) and Monday, Jan 19, 2015 (MLK Day) Spartan Service does not operate.

24 East Lansing – E. Lake Lansing Road

Year-Round Service
 Monday – Friday: 6:10am - 11:10pm
 6:10am - 6:15pm, every 30 minutes
 6:15pm - 11:10pm, every 60 minutes
 Saturday: 8:30am - 11:00pm
 8:30am - 12:30pm, every 60 minutes
 2:00pm - 11:00pm, every 60 minutes
 Sunday: 8:30am - 7:00pm
 8:30am - 12:30pm, every 60 minutes
 2:00pm - 7:00pm, every 60 minutes

Legend:
 Outbound (north) (blue line)
 Inbound (south) (green line)
 Transfer Point to Indicated Route(s) (black icon)

25 North Harrison

Year-Round Service
 Monday – Friday: 6:10am - 10:10pm
 6:10am - 5:45pm, every 60 minutes
 7:15pm - 10:10pm, every 60 minutes
 Saturday: 8:30am - 11:00pm
 8:30am - 12:30pm, every 60 minutes
 2:00pm - 11:00pm, every 60 minutes
 Sunday: 8:30am - 7:00pm
 8:30am - 12:30pm, every 60 minutes
 2:00pm - 7:00pm, every 60 minutes

Spartan Service
 Monday – Friday: 6:10am - 10:10pm
 6:10am - 6:15pm, every 30 minutes
 6:15pm - 10:10pm, every 60 minutes

Legend:
 Outbound (north) (blue line)
 Inbound (south) (green line)
 Transfer Point to Indicated Route(s) (black icon)

Service Calendar:
 Route 25 operates year-round with additional Spartan Service weekdays during MSU fall and spring semesters. On Friday, Nov 28, 2014 (the day after Thanksgiving) and Monday, Jan 19, 2015 (MLK Day) Spartan Service does not operate.

26 Abbot – Chandler

Year-Round Service
 Monday – Friday:
 7:00am - 7:20pm, every 45 minutes
 Saturday:
 9:30am - 7:15pm, every 40 minutes
 Sunday:
 9:30am - 6:30pm, every 40 minutes

Spartan Service
 Monday – Thursday: 6:55am - 11:30pm
 6:55am - 12:15pm, every 8-10 minutes
 12:15pm - 8:00pm, every 10 minutes
 8:00pm - 11:30pm, every 40 minutes
 Friday: 6:50am - 11:15pm
 6:50am - 8:15pm, every 10 minutes
 8:15pm - 11:15pm, every 40 minutes
 Saturday:
 9:30am - 11:15pm, every 40 minutes
 Sunday:
 9:30am - 6:30pm, every 40 minutes

Late Night Service
 Thursday, Friday & Saturday:
 11:20pm - 3:00am, every 35 minutes

Legend:
 Route 26 (blue line)
 Route 26 Late Night (orange line)
 Transfer Point to Indicated Route(s) (black icon)

Service Calendar:
 Route 26 operates year-round with additional Spartan Service during MSU fall and spring semesters. On Friday, Nov 28, 2014 (the day after Thanksgiving) buses run every 45 minutes throughout the day and evening until service concludes at 11:15pm. Late Night service will not operate. On Monday, Jan 19, 2015 (MLK Day) buses will follow the Friday Spartan Service schedule.

MSU Monday – Friday Service

Route 30 South & East Neighborhoods
 Monday – Friday: 7:00am - 2:30am
 7:00am - 7:30pm, every 8-10 minutes
 7:00pm - 12:00am, every 15 minutes
 12:00am - 2:30am, every 30 minutes

Route 31 Brody & East Neighborhoods
 Monday – Friday: 7:00am - 2:30am
 7:00am - 7:00pm, every 7-10 minutes
 7:00pm - 12:00am, every 15 minutes
 12:00am - 2:30am, every 30 minutes

Route 32 Commuter Lot – Clinical Center
 Monday – Friday:
 7:00am - 7:30pm, every 11 minutes

Route 33 Union – South Neighborhood
 Monday – Friday:
 7:00am - 7:00pm, every 7-10 minutes

Route 39 University Village – Spartan Village
 Monday – Friday: 7:00am - 2:00am
 7:00am - 10:20am, every 13 minutes
 10:20am - 7:00pm, every 20 minutes
 7:00pm - 2:00am, every 35 minutes

Service Calendar:
 All service provided on Routes 30, 31, 32, 33 and 39 is Spartan Service. Spartan Service operates only during MSU fall and spring semesters. On Friday, Nov 28, 2014 (the day after Thanksgiving) and Monday, Jan 19, 2015 (MLK Day) Routes 30, 31, 32, 33 and 39 will not operate, and MSU will be served throughout the day and evening by the weekend campus service schedule provided on Routes 34, 35, 36 and Lot Link.

MSU Saturday & Sunday Service

Route 34 Brody Neighborhood – University Village
 Saturday & Sunday: 9:00am - 2:30am, every 30 minutes

Route 35 South Neighborhood – Spartan Village
 Saturday & Sunday: 9:00am - 2:30am, every 30 minutes

Route 36 East Neighborhood
 Saturday & Sunday: 9:00am - 2:30am, every 30 minutes

Service Calendar:
 All service provided on Routes 34, 35 and 36 is Spartan Service. Spartan Service operates only during MSU fall and spring semesters. On Friday, Nov 28, 2014 (the day after Thanksgiving) and Monday, Jan 19, 2015 (MLK Day) MSU will be served throughout the day and evening by the weekend campus service schedule provided on Routes 34, 35, 36 and Lot Link.

“We’ll Come To You” Services

Curb-to-curb transportation on MSU’s campus. Call (517) 432-8888 (2-8888 from any campus phone) when you are ready for a ride. A small bus will arrive within 20 minutes of your call to take you to your campus destination. No advance reservations will be accepted.

LOT LINK
 Monday – Friday 7:00pm - 2:00am
 Saturday & Sunday 9:00am - 2:00am

The Lot Link provides evening & weekend morning campus service at times when other CATA bus services are not running. Passengers may travel between any two locations on MSU campus. Rides are restricted to campus only and each trip must begin or end at one of the three lots.

Service Calendar:
 All service provided on Night Owl & Lot Link is Spartan Service. Spartan Service operates only during MSU fall and spring semesters.

Night Owl
 Monday – Friday 2:00am - 7:00am
 Saturday & Sunday 2:00am - 9:00am

The Night Owl provides late night/early morning campus service at times when other CATA bus services are not running. Passengers may travel between any two locations on MSU campus. Rides are restricted to campus only.

Service Calendar:
 All service provided on Night Owl & Lot Link is Spartan Service. Spartan Service operates only during MSU fall and spring semesters.

Title VI: CATA services are provided in accordance with Title VI (of the Civil Rights Act of 1964), without discrimination based on race, color, national origin, or other prohibited bases.

2014 - 2015 Campus Guide for MSU & East Lansing

A detailed MSU Campus map highlighting individual route maps and service information

Serving Routes:

- Downtown Lansing – Meridian Mall
- Entertainment Express
- Kalamazoo – Frandor
- South Harrison – Jolly – Dunckel
- MSU – Haslett – Okemos
- MSU – Okemos – Haslett
- East Lansing – E. Lake Lansing Road
- North Harrison
- Abbot – Chandler
- South & East Neighborhoods
- Brody & East Neighborhoods
- Commuter Lot – Clinical Center
- Union – South Neighborhood
- Brody Neighborhood – University Village
- South Neighborhood – Spartan Village
- East Neighborhood
- University Village – Spartan Village

Lot Link & Night Owl

Customer Information
 • CTC Customer Information Center
 7am to 7pm Monday-Friday
 9am to 5pm Saturday & Sunday
 (517) 394-1000
 info@cata.org
 • Michigan Relay Center Voice TDD:
 (800) 649-3777
 facebook.com/rideCATA
 twitter.com/rideCATA

cata.org & Trip Planner
 Visit our website to obtain service and fare information, print a complete timetable, purchase a pass, access Rider Alerts and use our fixed-route Trip Planner program.

Rider Alerts
 Receive up-to-the-minute information on route changes by subscribing to the online service at cata.org. Alerts are also available 24/7 online or by calling (517) 367-7277.

Transfers
 Transfers to other buses may be made at boarding centers or bus stops along the route. CATA fixed-route transfers are free. Just ask the driver for a transfer ticket when you board your first bus. Transfers are good for two hours and can be used up to two times for travel in one direction.

Look for bike racks on CATA’s fixed-route buses.

Printed: 8-14

How to Use this Campus Map

Find your destination in the index below. To the right of your destination are coordinates to find a location on the map. To the right of the map coordinates, you will see the CATA routes that can take you there. For example, if you want to go to the Department of Police & Public Safety (DPPS), find the DPPS in the list below. The map coordinates for this location are M-15. Using the letters and numbers on the sides of the map, locate the building. To the right of the DPPS's map coordinates are the color-coded CATA routes that travel there – Routes 24, 25 and 33. Take any of these CATA routes to get to the DPPS.

Boarding the Bus

With more than 100 bus stops and several boarding facilities on campus, it's easy and convenient to take CATA wherever you want to go. Throughout campus, simply find a CATA bus stop sign or shelter and wait for the bus to arrive. Look for the route number signs on bus stop poles showing routes serving that stop. You can wait at any bus stop along your route. As the bus approaches, check the route name and number located in the area above the windshield. If it is the route you want, indicate to the driver that you want to board. Have your 60¢ fare and student ID or CATA discount pass ready.

Campus Boarding Centers

MSU-CATA Transportation Center – an indoor facility across from Shaw Hall which is a transfer point for on-campus Routes 30-36 as well as Route 26.
Shaw & Farm Boarding Area – an outdoor site on the corner of Shaw and Farm Lanes which is a transfer point for Routes 20, 22, 23 and 39.

Brody Neighborhood Boarding Area – an outdoor site on Harrison, served by Routes 15, 20, 25, 31 and 34.

East Neighborhood Boarding Area – an outdoor site at Wilson Road and E. Shaw Lane which is served by Routes 30, 31 and 36.

"We'll Come to You"

"We'll Come to You" services also serve all campus locations upon request. See reverse side for details.

All buses are equipped with wheelchair ramps or lifts.

Service animals (i.e. guide dogs) accompanying our customers are welcome on all CATA vehicles.

Title VI: CATA services are provided in accordance with Title VI (of the Civil Rights Act of 1964), without discrimination based on race, color, national origin, or other prohibited bases.



ROUTE #	ROUTE NAME	OPERATES
1	Downtown Lansing – Meridian Mall	M-F Su
EEx	Entertainment Express*	X X X
15	Kalamazoo – Froidor	X
20	South Harrison – Jolly – Danckel	X X X
25	(dashed line) MSU Breaks & Holidays Only	X X X
22	MSU – Haslett – Okemos	X X
23	MSU – Okemos – Haslett	X X
24	East Lansing – E. Lake Lansing Road	X X X
25	North Harrison	X X X
30	Abbot – Chandler	X X X
*Operates Thursday/Friday/Saturday nights only		
CAMPUS ONLY		
30	South & East Neighborhoods	M-F Su
31	Brody & East Neighborhoods	X
33	Commuter Lot – Clinical Center (7AM – 7PM)	X
35	Union – South Neighborhood (7AM – 7PM)	X
36	University Village – Spartan Village	X
WEEKENDS 9AM – 2:30AM		
30	Brody Neighborhood – University Village	M-F Su
31	South Neighborhood – Spartan Village	X X
36	East Neighborhood	X X
See reverse side for Night Owl bus service after 2AM/7 days a week.		

Campus Index

BUILDING	MAP LOCATION	CATA ROUTES	BUILDING	MAP LOCATION	CATA ROUTES	BUILDING	MAP LOCATION	CATA ROUTES
Abbot Residence Hall	D 22	1, 20, 22, 23, 24, 26, 31, 33, 34	Credit Union	U 19	32	Landon Residence Hall	B 14	33
Administration Building (John A. Hannah)	F 17	25, 30, 31, 33, 34, 35, 39	Cyclotron	J 22	23, 24, 25, 26, 30, 31, 32, 33, 34, 35, 36, 39	Library	D 15	25, 30, 31, 33, 34, 35, 39
Agricultural Engineering (Farrall Hall)	J 20	20, 22, 23, 24, 25, 26, 30, 31, 32, 33, 34, 35, 36, 39	Dairy Store	J 18	24, 25, 30, 31, 32, 33, 35, 36, 39	Life Sciences	O 24	32
Angell Building	D 18	31, 33, 34	Demonstration Hall	F 12	25, 30, 31, 34, 35, 39	Linton Hall	C 17	31, 33, 34
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Auritorium	F 20	20, 22, 24, 26, 31, 33, 34	Emmons Residence Hall	E 8	1, EEx, 15, 20, 25, 31, 34	Mayo Residence Hall	A 13	1, EEx, 20, 31, 33, 34
Bailey Residence Hall	E 7	1, EEx, 15, 20, 25, 31, 34	Engineering Building	J 17	24, 25, 30, 33, 35, 39	McDonell Residence Hall	I 26	22, 23, 30, 31, 36
Baker Hall	F 21	20, 23, 31, 33, 34	Engineering Research	R 25		Meats Lab	K 18	24, 25, 30, 31, 33, 36
Beal Botanical Gardens	D 14	25, 30, 31, 33, 34, 35	Epilepsy Center (Business College Complex)	H 22	20, 22, 23, 26, 30, 31, 32, 33, 34, 35, 36, 39	MSU-CATA Transportation Center	I 21	26, 30, 31, 32, 33, 34, 35, 36
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Bessey Hall	F 18	20, 22, 24, 26, 31, 33, 34	Eustace Hall	C 18	31, 33	MSU Visitor Center	O 10	
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Biomedical & Physical Sciences Building	K 20	24, 25, 31, 33, 36	Farrall Hall (Agricultural Engineering)	J 20	20, 23, 24, 25, 26, 30, 31, 32, 33, 34, 35, 36, 39	Museum	D 16	31, 33, 34
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Brody Hall	D 7	1, EEx, 15, 20, 25, 31, 34	Food Stores	K 18	24, 25, 31, 32, 33, 36	Natural Science	D 20	20, 22, 24, 26
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Butterfield Residence Hall	C 7	1, EEx, 15, 20, 25, 31, 34	Giltner Hall	E 20	20, 22, 23, 24, 26, 31, 33, 34	Old Horticulture	C 19	20, 22, 24, 26, 33
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Cowles House	C 15	31, 33, 34	Intramural Sports East	J 25	22, 23, 30, 31, 36	Parking Ramp (Wharton Ramp 3)	K 25	31, 36
			Intramural Sports West	F 13	25, 30, 35, 39	Parking Ramp (Kellogg Ramp 4)	E 9	1, EEx, 15, 20, 25, 31, 34
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			Kedzie Hall	E 18	20, 22, 24, 26, 31, 33, 34	Parking Ramp (Grand River Ramp 6)	B 17	1, EEx, 20, 24, 26, 31, 33, 34
			Kellogg Center	D 9	1, EEx, 15, 20, 25, 31, 34	Pavilion for Agriculture and Livestock Education	W 18	32
			Kregge Art Center	G 21	20, 23, 31, 33, 34	Pesticide Research	M 21	32