

**Transit Procurement
Protest Procedure**
*(Required for all procurements funded in whole or in part
through the Iowa Department of Transportation (DOT), Office of Public Transit)*

Anyone wishing to file a protest concerning the specifications or the bid procedure must do so in writing. This written protest must be received by City of Muscatine Transit (MuscaBus)
(System name)
at 1459 Washington Street, Muscatine, IA 52761
(System address)
no later than 72 hours prior to bid opening. If protests are received that cannot be resolved by the designated time for bid opening, City of Muscatine Transit (MuscaBus)
(System name) shall delay the bid opening until the protest is resolved. However, the decision must be issued in writing by City of Muscatine Transit (MuscaBus)
(System name) within no more than Seven working days from the date the written protest was received.

If anyone wishes to protest some aspect of this procurement other than specifications or bid procedure, or something about the bid procedure that only becomes evident after the bid opening, they must file the protest in writing. This written protest must be received by City of Muscatine Transit (MuscaBus)
(System name)
no later than Seven working days after City of Muscatine Transit's (MuscaBus')
(System name)
notification to all bidders of their contract award decision, and City of Muscatine Transit (MuscaBus)
(System name)
must issue its written decision within no more than Seven working days from the day the written protest was received.

If a protester feels that City of Muscatine Transit (MuscaBus)
(System name) has not followed these protest procedures, the protester has 10 working days from the alleged infraction to file a subsequent protest with the Iowa DOT. The Iowa DOT will issue its written decision within 20 working days of receipt of such an appeal. Any further appeal at the state level must be in accordance with Chapter 17A of the Iowa Code.

