

REQUEST FOR PROPOSAL

RFP # 08-22-23

DEBRIS REMOVAL MONITORING

THE CITY OF VALDOSTA

REQUESTED BY

PURCHASING DEPARTMENT

216 E. CENTRAL AVE.
VALDOSTA, GA 31603
PHONE: 229-259-3521

RELEASE DATE: SEPTEMBER 14, 2023

PROPOSAL DUTE DATE: SEPTEMBER 18, 2023 10:15AM EST

GENERAL SPECIFICATIONS

It is the intent of these specifications to furnish The City of Valdosta with the following requisitioned equipment/service, according to the attached. It is clearly understood that the following are minimum specifications and are made in order to show the exact specifications of the equipment/service proposed.

The bidder agrees that The City of Valdosta reserves the right to waive technicalities and to reject any or all bids.

If you have any questions, please call the phone number listed on the cover page.

Depending upon the purchase price, the Purchasing Agent, City Manager, or Council will make the final decision of purchase.

All sealed bids must have the Bid Number and Name of Vendor submitting the bid located on the front of the envelope. Sealed bids are due and opened on the date and time listed on the front cover page.

NO BID WILL BE CONSIDERED IF RECEIVED AFTER THE DATE AND TIME SPECIFIED!

Invoices are paid on a net 30 basis.

Any price(s) bid by dealer/vendor on any items offered to The City of Valdosta shall be the price effective at the date of delivery.

No delivery date of "ASAP" (As Soon As Possible) shall be considered acceptable on items that have a maximum delivery date listed in the specifications.

Addendum(s) issued in a bid must be acknowledged and submitted with the original bid package.

All Shipping is to be FOB Valdosta, GA 31601 and included in the total price unless otherwise stated in the bid document.

INSTRUCTIONS TO BIDDERS

1. Bids must be made upon the form of the proposal if attached hereto. If there is not a form attached, please submit the proposal/bid on your company letterhead in a design/layout that will best suit the price and information that the City has requested. The following information should be listed legibly on the outside of the sealed envelope: **1. Name of vendor submitting the bid. 2. Bid number and Title located on the cover page of the Bid Package.** Bids should be hand delivered **ONLY** to the Purchasing Department of The City of Valdosta, located at, 216 E. Central Ave, 2nd floor, Valdosta, GA 31601. Teffany Edwards, Purchasing Agent.
2. No bidder will be allowed to withdraw his bid for any reason whatsoever after the bids have been opened unless otherwise stated in the specifications.
3. The following specifications represent the minimum general size, weight, capacity and performance characteristics desired in the equipment to be purchased. These requirements are not intended to prevent obtaining fair prices or to eliminate competition, but to insure, if possible, that all bids submitted would not be subject to correction or alteration after the bid has been filed, opened, and publicly read. In view of an unusual wide disparity in details of design and manufacture, complete descriptive literature and manufacturer's specifications must be submitted on each type of equipment offered. The City of Valdosta reserves the right to evaluate any or all bids, particularly where there is a range in specifications. Special consideration will be given to the ready availability of repair parts and service.
4. Federal or State taxes are not applicable to Georgia Counties under the United States Code Title 26 and Georgia Exemption Certificate Number 3-465-686-300-1.
5. The names of a certain brand, make, or definite specifications are to denote quality standard of the article desired. The City does not restrict bidders to be specific brand, make or manufacturer named; it is to set forth and convey to prospective bidders the general style, type, character and quality of the article desired.
6. The award of the contract will be awarded to the lowest responsible bidder taking into consideration quality performance, the time specified in the specifications for the performance of the contract, provision of needed and unneeded features, usefulness to the using department, whether bidder meets guidelines set forth in the specifications, and prior City experience.
7. Unless otherwise specifically stated in the SPECIFICATIONS, any item that the City has sent out for bid(s) must be NEW equipment with the latest technology available. No remanufactured item will be accepted unless stated otherwise in the bid specifications.

I. SCOPE OF SERVICES:

A. DISASTER DEBRIS MONITORING SERVICES

The selected firm will be expected to provide disaster debris monitoring services to include debris generated from the public rights-of-way, private property, and other public, eligible, or designated areas. Specific services may include:

- a. Coordinating daily briefings, work progress, staffing, and other key items with the City.
- b. Selection and permitting of DMS locations and any other permitting/regulatory issues as necessary.
- c. Scheduling work for all team members and contractors on a daily basis.
- d. Hiring, training, scheduling, and managing field staff.
- e. Monitoring recovery contractor operations and making/implementing recommendations to improve efficiency as well as speed up recovery work and assure all debris removal work meets FEMA eligibility guidelines.
- f. Assisting the City with responding to public concerns and comments.
- g. Certifying contractor vehicles for debris removal using methodology and documentation practices appropriate for contract monitoring.
- h. Entering load tickets into a database application.
- i. Digitization of source documentation (such as load tickets).
- j. Furnishing and operating an automated/electronic (paperless) debris tracking system.
- k. Developing daily operational reports to keep the City informed of work progress.
- l. Development of maps, GIS applications, etc. as necessary.
- m. Comprehensive review, reconciliation, and validation of debris removal contractor(s) invoices prior to submission to the City for processing.
- n. Project Worksheet and other pertinent report preparation required for reimbursement by FEMA, and any other applicable agency for disaster recovery efforts by City staff and designated debris removal contractors.

B. EMERGENCY MANAGEMENT PLANNING, TRAINING, AND STAFF / EQUIPMENT AUGMENTATION

As directed by the EMA Director, the Consultant shall provide:

- a. Development of a debris management plan – including identification of an adequate number of TDSRS locations. Staff training as necessary.
- b. Procurement assistance for debris removal contractors and associated services.
- c. Hazard mitigation plans and programs.
- d. Other emergency management plans and documents as directed by the City.
- e. Staff and equipment to support the City in various functional areas as required following an emergency event.
- f. Other consulting services as requested by the City.

C. GRANT MANAGEMENT CONSULTING SERVICES

As directed by the City, the consultant shall provide:

- a. Identification of eligible emergency and permanent work (Category A-G);
- b. Damage Assessment
- c. Assistance in attaining Immediate Needs Funding;
- d. Prioritization of recovery workload;
- e. Loss measurement and categorization;
- f. Insurance evaluation, documentation adjusting and settlement services;
- g. Project Worksheet formulation, generation and review.
- h. FEMA, CDBG and additional reimbursement support;
- i. Staff augmentation with experienced Public Assurance Coordinators and Project Officers;
- j. Interim inspections, final inspections, supplemental Project Worksheet generation and final review;
- k. Appeal services and negotiations;
- l. Reconstruction and long-term infrastructure planning; and
- m. Final review of all emergency and permanent work performed.

II. INSTRUCTIONS TO PROPOSERS:

1. Certification regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion
The contractor certifies, by submission of this proposal or acceptance of a contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any State, Federal department, or agency. It further agrees by submitting this qualification statement that it will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the bidder/contractor or any lower tier participant is unable to certify to this statement, it shall attach an explanation to this solicitation.
2. Proposers must have been in business under the present company name for a minimum of one (1) year. The Principals of the present company shall not have been declared in default on any construction contract under any other name within the last five (5) years. Project Manager must have at least five (5) years of experience as Project Manager on projects of similar scope and complexity.
3. The successful Contractor will be required to provide the Secretary of States Certification of Incorporation prior to award of contract.
4. **GEORGIA SECURITY & IMMIGRATION COMPLIANCE ACT:** The successful contractor will provide certification that they are in compliance with the Georgia Security and Immigration Compliance Act, certifying that the provisions of GA Law, O.C.G.A 13-10-91, Chapter 300-10-1, per the Georgia Department of Labor, if applicable, have been complied with in full. Pursuant to O.C.G.A 13-10-90(2), all subcontractors entering into a contract or agreement for hire on this Project must be registered and participate in the Federal Work Authorization Program.
5. **Certificate of Non-Collusion:** An executed copy of this form should accompany your submittal. (See Attached).

6. **Governing Law & Venue:** An executed copy of this form should accompany your submittal. (See Attached).
7. **Indemnity:** An executed copy of this form should accompany your submittal. (See Attached).
8. **Debarred Bidders Integrity Certification Form:** An executed copy of this form should accompany your submittal. (See Attached).
9. **Drug Free Workplace:** An executed copy of this form should accompany your submittal. (See Attached).
10. The contract resulting from acceptance of a proposal by the CITY shall be in a form supplied or approved by the CITY, and shall reflect the specifications in this RFP. The CITY reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in the RFP.
11. **Lobbying:** All firms and their agents who intend to, or have submitted responses to this solicitation are hereby placed on formal notice that lobbying of CITY Government employees or members of the Evaluation Committee with the intent to manipulate the Procurement process may result in the immediate disqualification of such firm by the CITY from further consideration for this project.
12. Any proposal may be withdrawn up until the date and time set for opening of the proposals. Any proposal not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days or until one of the proposals has been approved by the CITY Council, whichever occurs first, to sell to the CITY the services described in this RFP.
13. By submitting a proposal, the Contractor certifies that it has read and understands this Request for Proposals and has full knowledge and willingness to comply with the scope, nature, quantity and quality of the work to be performed, the detailed requirements of the services to be provided and the conditions under which the services are to be performed. Payment will be based on the actual quantities of work performed in accordance with contract, at the contract unit prices specified. No allowances will be made for any change in anticipated profits due to an increase or decrease in the original estimate of quantities. The CITY reserves the right to omit any item entirely, or to increase or decrease any or all items.
14. **Termination for Convenience:** This contract may be terminated in whole or in part by the CITY with the consent of the contractor in which case the two parties shall agree upon the termination conditions, including the effective date in the case of partial termination, the portion to be terminated or by the contractor upon written notification to The City of Valdosta setting forth the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated. However, if in the case of partial termination, the CITY determines that the remaining portion of the award will not accomplish the purposes for which the contract was awarded, the CITY may terminate the contract in its entirety.
15. **Termination for Cause:** In the event that the contractor shall for any reason or through any cause be in default of the terms, conditions, or obligations of the contract documents, the CITY may give the contractor written notice of such default and terminate the contract.

All terms, conditions, and obligations of the contract documents are considered material. The CITY may, in its discretion, provide the contractor an opportunity to cure the default, if curable, prior to termination. Unless a different duration is provided in the notice of default, the contractor shall have fourteen (14) calendar days to cure the default from the date such notice is mailed to the contractor, unless notification is by facsimile or personal delivery, in which case the opportunity to cure shall commence upon delivery of the notice. Upon failure of the contractor to cure the default the CITY may immediately terminate the contract effective as of the mailing or delivery of the default notice. If the CITY terminates the contract, the contractor shall remain liable for performance of all terms, conditions, and obligations through the date of termination. Termination by the CITY shall not constitute a waiver by the CITY of any other rights or remedies available to the CITY by law or contract.

16. **Excusable Delay:** The Contractor shall not be liable for any excess costs, if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not restricted to, acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the Contractor and the subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for any excess costs for failure to perform, unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery schedule.
17. **Offeror Responsibility:** Each offeror shall fully acquaint himself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this proposal. It is expected that this will sometimes require on-site observation. The failure or omission of an offeror to acquaint himself with existing conditions shall in no way relieve him of any obligation with respect to this proposal or to the contract.
18. **Affirmative Action:** The Contractor will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of the handicapped and concerning the treatment of all employees, without regard or discrimination by reason of race, religion, sex, national origin, or physical handicap.
19. **Prime Contractor Responsibilities:** The Contractor will be required to assume sole responsibility for the complete effort, as required by this RFP. The CITY will consider the Contractor to be the sole point of contact with regard to contractual matters.
20. **Subcontracting:** If any part of the work covered by this RFP is to be subcontracted, the Contractor shall identify the subcontracting organization and the contractual arrangements made with same. All subcontractors must be approved, in writing by the CITY. The successful offeror will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the vendor. The CITY reserves the right to reject any or all subcontractors and require substitution of a firm qualified to participate in the work as specified herein.

21. **Ownership of Material:** Ownership of all data, material, and documentation originated and prepared for the CITY pursuant to this contract shall belong exclusively to the CITY.
22. **Payment and Performance Bond:** The successful Contractor shall furnish, within ten (10) days after written notice of acceptance of proposal, a Payment and Performance Bond. Contractor shall provide and pay the cost of a Payment and Performance Bond. The Bond shall be in the amount of one-hundred percent (100%) the annual contract cost, issued by a Surety Company licensed in the state of Georgia with an "A" minimum rating of performance as stated in the most current publication of "Best's Key Rating Guide, Property Liability" which shall show a financial strength rating of at least five (5) times the Contract Price. The Bond shall be accompanied by a "Power of Attorney" authorizing the attorney-in-fact to bind the surety and certified to include the date of the bond.

Insurance: In order to contract with the The City of Valdosta Board of Commissioners, suppliers/contractors providing professional, technical and/or construction services are required to provide acceptable proof of insurance coverage. Acceptable proofs of insurance: (i) a Certificate of Insurance with Additional Insured Endorsement (a Certificate of Insurance by itself is not acceptable) or (ii) Declaration Pages of the insurance policies listed below which show the The City of Valdosta Board of Commissioners as additional insured. The insurance company must be authorized to provide insurance in the State of Georgia.

Required Insurance Policies and Endorsements:

- Commercial General Liability of at least **\$1,000,000** for bodily injury and property damage with the The City of Valdosta Board of Commissioners as additional insured.
- Automobile/Vehicle Liability of at least **\$500,000** each occurrence for bodily injury and property damage covering owned, non-owned, leased and hired autos/vehicles with the The City of Valdosta Board of Commissioners as additional insured.
- Worker's Compensation in the statutory limits of Georgia and Employers' Liability with limits of liability of no less than **\$100,000** of each accident/disease. These policies must also contain a waiver of subrogation in favor of the The City of Valdosta Board of Commissioners.
- All insurance policies must provide that the The City of Valdosta Board of Commissioners will be notified within 30 days of any changes, restrictions and/or cancellation.
- If applicable, Professional Liability in addition to above requirements, of at least **\$500,000** each claim.

SUBMIT WITH RESPONSE, specimen copy of Certificate of Insurance. Upon award of contract and prior to commencement of work under this contract, the successful bidder shall provide The City of Valdosta a Certificate of Insurance showing the type and limits of insurance specified herein with The City of Valdosta Board of Commissioners as an additional insurer.

23. Contract will be awarded to the best proposer in the manner that best benefits the CITY.
24. ***The successful proposer agrees to adhere to the Federal Laws as stated in 2 C.F.R. 200.326 as described in Appendix II to Part 200 – Contract Provisions for non-***

Federal Entity Contracts Under Federal Awards, Federal Emergency Management Agency (FEMA) Public Assistance Program and Policy Guide, and any other Federal rules, regulations or policy relating to disaster services.

III. RESPONSE CONTENTS:

1. Qualifications of the Firm

- a. Provide a description and history of the firm focusing on previous governmental disaster debris monitoring experience. Submitting firms must have performed a minimum of five projects over 500,000 cubic yards of debris during the past eight years. Only corporate experience with local governments as a prime contractor will be considered. Individual personnel experience with firms other than the submitting firm will not be considered.
- b. Firm responses to the section shall include, at minimum, the following:
 - Recent experience demonstrating an in-depth understanding of disaster debris monitoring in accordance with FEMA policies.
 - Documented knowledge and experience coordinating with Federal, State and Local emergency agencies.
 - Experience representing local governments with various state and federal funding sources and reimbursement processes, including FEMA.
 - Experience with special disaster recovery program management services including private property/right-of-entry (ROE) work, leaning tree and hanging limb removal, hazardous material removal, data management, hauler invoice reconciliation and contracting, and FEMA appeals assistance.
- c. Provide at least five references for which the firm has performed services within the past eight (8) years that are similar to the requirements in the Scope of Services. Provide the reference contact name, address, e-mail address, telephone numbers and date of the contract.

2. Qualifications of Staff

Provide an organizational chart, resumes, and summary of staff qualifications. Key project staff (management staff including, but not limited to: project manager, collection and disposal operations managers, FEMA reimbursement specialist, data manager, etc.) must be full time employees of the proposing firm and have direct, relevant experience while working for the Proposing firm. Key staff must demonstrate experience in the following areas:

- a. Large scale disaster debris monitoring efforts.
- b. Documented knowledge and experience working with Federal, State and Local government emergency agencies and reimbursement programs.
- c. Documented knowledge and experience with solid and hazardous waste management programs, policies, and procedures.
- d. Experience with special disaster recovery program management services including private property/right-of-entry (ROE) work, leaning tree and hanging limb removal,

hazardous material removal, asbestos abatement, data management, and hauler invoice reconciliation and contracting, and FEMA appeals assistance.

3. **Technical Approach**

Provide a description of the Proposer's technical approach to the project, to include startup procedures, debris estimate methodology, debris management site permitting, collection and tower monitoring operations, data management and contractor invoice reconciliation, and grant management technical assistance services. **Provide under separate cover the Proposers training manual.**

4. **Automated Debris Tracking and Reporting Systems**

Per FEMA policy document 327 Public Assistance Debris Monitoring Guide, *Recent advances in automated debris management tracking systems have provided real – time and automated tracking and reporting...FEMA embraces technological advancements and recognizes the potential benefits of these automated systems.*

Proposer must demonstrate ownership or licensing of a proprietary automated debris tracking and reporting system. Proposer must demonstrate in its proposal that it maintains on hand sufficient automated debris tracking equipment dedicated to meet the needs of the City. If Proposer is licensing such technology, Proposer must provide a written letter from licensor acknowledging licensor has a minimum of 50 devices on hand for Proposer's use in the event of a disaster and that such devices will be made available for the City's recovery efforts. Proposer shall include graphic illustration and explanation of system capability and be prepared to demonstrate system functionality if requested at the time of proposal evaluation and/or interview. Proposer shall be required to submit hourly rates (in fee schedule) for operations with and without use of the automated system. Proposer's inability to provide automated system in a timely manner shall be grounds for default and the calling of performance bond.

5. **Fee Proposal**

Each Proposer must submit an itemized Fee Proposal addressing provision of all requested and required services outlined in this RFP, and any other services the proposer deems to be necessary that have not been specifically outlined in this RFP.

6. **Provide Sample Contract**

Each Proposer shall provide a sample contract.

IV. SUBMITTAL: One (1) original and two (2) copies should be submitted to:

City of Valdosta
Teffany Edwards
Purchasing Agent
216 E. Central Ave.
Valdosta, GA 31603

Proposals should be clearly marked on the outside as RFP for Debris Monitoring Services

The submittal must be signed by an official authorized to bind the offeror. Any submittal received after the stated time and date will not be considered and will be returned unopened to the firm.

The CITY reserves the right to accept or reject any and all responses and to waive technicalities as deemed to be in the best interest of the CITY. The CITY reserves the right to request additional information from a respondent(s) as deemed necessary to analyze responses.

Proposer should list all components/disciplines required to successfully complete this project indicating the firm and/or individuals responsible and the percentage worth of that component/discipline to the entire project. (Example: Design - ABC Company - 70%)

Proposal should address all items included in the **EVALUATION CRITERIA** section below. Past performance on similar projects should be documented by references and other means. References should include name of contact and phone number, and should be current. The scope of work, the elements and tasks therein and the method of accomplishment shall be outlined in the proposal.

Successful proposer shall provide a contract covering all the terms and conditions of this request and those agreed to in the negotiation. **A sample contract should be attached to the proposal.**

V. SELECTION PROCESS: A Proposal Analysis Group (PAG) will review all responses submitted in reference to this RFP. Based upon the background information reported in the response, the review committee will determine whether the proposer is qualified or unqualified.

Any or all of the firm(s) **may** be requested to expand on their response and/or make a formal presentation.

VI. EVALUATION CRITERIA: The following criteria will be used in selecting the successful proposer:

- | | |
|---|-----------|
| • Firm Qualifications | 25 Points |
| • Qualifications on Similar Projects | 25 Points |
| • Key Staff Project Understanding and Approach | 20 Points |
| • Management Systems/Reporting Systems/Training Manual | 10 Points |
| • Utilization of automated debris tracking/reporting system | 10 Points |
| • Fee Proposal | 10 Points |

****COMPLETE AND SUBMIT****

INDEMNITY AGREEMENT

This indemnity agreement made and entered into in favor of THE CITY OF VALDOSTA ("LOWNDES"), a municipal corporation, by _____.

WHEREAS, _____ has submitted a bid to the City of Valdosta so as to provide _____.

NOW, THEREFORE, as an additional consideration in the City of Valdosta awarding the bid to _____.

_____ agrees to indemnify and hold harmless the City of Valdosta, its agents, principals, officers, and employees, their successors and assigns, individually and collectively, with respect to all claims, demands or liability for any injuries to any person (including death) or damage to any property arising out of any alleged negligence of LOWNDES, its officers, agents, or employees in connection with said bid /award; provided this indemnity shall not extend to any damage, injury or loss due to the City of Valdosta sole negligence or willful misconduct of the City of Valdosta. _____ shall defend against all such claims and pay expenses of such defense, including reasonable attorney fees, and all judgments based thereon.

WITNESS THE HAND AND SEAL of the _____ pursuant to proper corporate authority ____ day of _____, 2023.

[CORPORATE NAME]

By: _____

Title _____

Attest: _____

Title _____

[Affix Corporate Seal]

****COMPLETE AND SUBMIT****

CERTIFICATION OF NON-COLLUSION

The respondent being sworn, disposes and says,

The Contractor submitting this and its agents, officers or employees have not directly or indirectly entered into any agreements, participated in any collusion or otherwise taken any action in restraint of free competition in connection with this submittal.

DATE: _____

COMPANY NAME: _____

AUTHORIZED REPRESENTATIVE NAME:

TITLE: _____

SIGNATURE: _____

****COMPLETE AND SUBMIT****

GOVERNING LAW AND VENUE

Contractor agrees that as to any actions or proceedings arising out or related to this agreement, any such proceedings shall be governed and determined by the laws of the state of Georgia.

Contractor further agrees that as to any actions or proceedings arising out of or related to this agreement, any such action or proceeding shall be resolved only in an appropriate court located in Lowndes County, Georgia.

DATE: _____

COMPANY NAME: _____

AUTHORIZED REPRESENTATIVE NAME:

TITLE: _____

SIGNATURE: _____

****COMPLETE AND SUBMIT****

Drug Free Workplace Certification

DRUG FREE WORKPLACE REQUIREMENTS: The Contractor will provide the following certification that a Drug Free Workplace will be provided on the Project.

The undersigned certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating the "Drug Free Workplace Act", have been complied with in full. The undersigned further certifies that:

1. A drug free workplace will be provided for the Contractor's employees during the performance of the Contract; and
2. Each Contractor who hires a Subcontractor to work in a drug free workplace shall secure from that Subcontractor the following written certification:

DATE: _____

COMPANY NAME: _____

AUTHORIZED REPRESENTATIVE NAME:

TITLE: _____

SIGNATURE: _____

****COMPLETE AND SUBMIT****

Debarred Bidders/Integrity Certification

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion
(49 CFR, Part 29):

The Contractor must certify that neither it nor its principals are presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. Further, the Contractor certifies that he or she shall obtain an identical certification from all its sub-contractors. The Contractor also agrees that when a sub-contractor is unable to certify to any of the statements in this certification, the prospective participant shall submit an explanation to the Contractor. Should the contractor be debarred after awarded, it will immediately be reported to the City. Should the contractor falsely certify that it is not a debarred, the contractor will reimburse the City for any costs deemed ineligible as a result.

DATE: _____

COMPANY NAME: _____

AUTHORIZED REPRESENTATIVE NAME:

TITLE: _____

SIGNATURE: _____