

## CENTRAL ARKANSAS REGIONAL TRANSPORTATION STUDY

### REQUEST FOR QUALIFICATIONS FOR ENGINEERING DESIGN SERVICES CARTS JUMP START PROJECTS

*Prepared by*  
**METROPLAN**  
A Council of Local Governments

*In cooperation with:*  
United States Department of Transportation  
Arkansas State Highway and Transportation Department  
Rock Region Metro Transportation Authority  
and

City of Alexander	City of Haskell	City of Traskwood
City of Austin	City of Jacksonville	City of Wooster
City of Bauxite	City of Little Rock	City of Vilonia
City of Benton	City of Lonoke	City of Ward
City of Bryant	City of Maumelle	City of Wrightsville
City of Cabot	City of Mayflower	Faulkner County
City of Cammack Village	City of Mount Vernon	Lonoke County
City of Conway	City of North Little Rock	Pulaski County
City of Greenbrier	City of Shannon Hills	Saline County
City of Guy	City of Sherwood	

**June 19, 2016**

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This notice is available from the ADA/504>Title VI Coordinator in large print, on audiotape and in Braille.

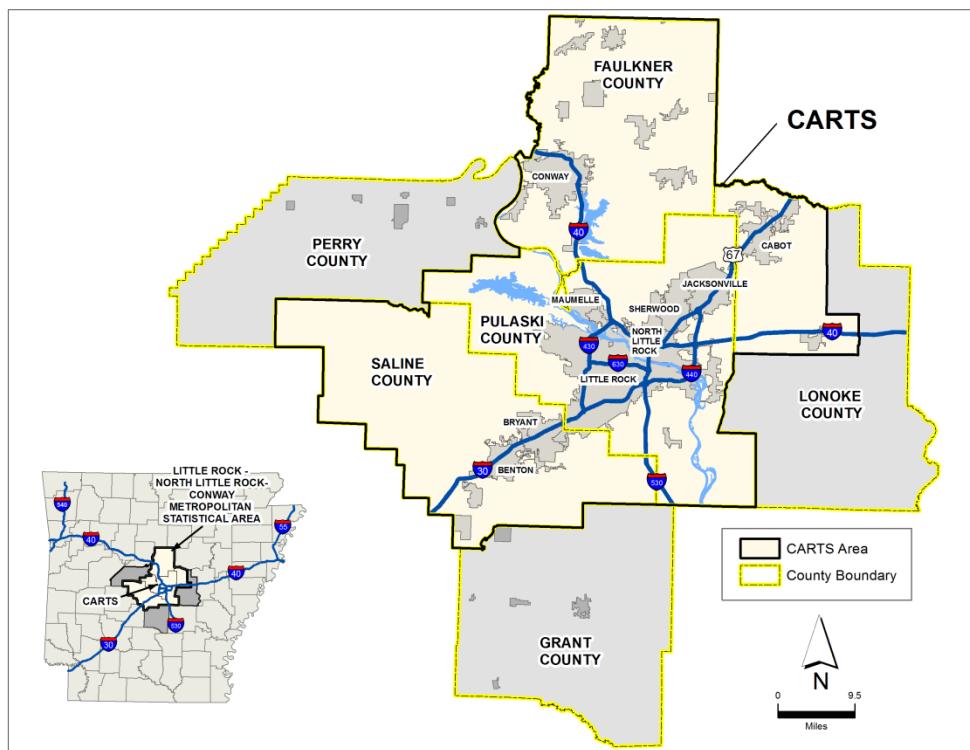
# REQUEST FOR QUALIFICATIONS FOR ENGINEERING DESIGN SERVICES for CARTS JUMP START PROJECTS

June 19, 2016

## A. INTRODUCTION

Metroplan is a council of local governments and metropolitan planning organization (MPO) based in Little Rock, Arkansas. Metroplan's total membership includes 24 cities, four counties, the Rock Region Metro Transportation Authority (RRMTA), and the Arkansas State Highway and Transportation Department (AHTD). Metroplan's primary mission is developing long-range transportation plans and short-range transportation improvement programs as part of the comprehensive, continuing, coordinated planning process for the metropolitan planning area. This planning process and the resulting transportation projects are financed in part by the U.S. Department of Transportation. The Central Arkansas Regional Transportation Study (CARTS) area includes major portions of the four most populous counties in the six-county Little Rock-North Little Rock-Conway Metropolitan Statistical Area (MSA) as illustrated in **Figure 1**.

**Figure 1: Little Rock-North Little Rock-Conway MSA and CARTS Area**



## **Jump Start Background**

The Jump Start Initiative is an ongoing regional effort to expedite implementation of the vision, goals, and objectives outlined in *Imagine Central Arkansas*, the region's long-range transportation and sustainability Plan. The Jump Start Initiative is focused in seven subareas/neighborhoods of varying sizes and complexities in six different cities within the region. Each subarea/neighborhood created a locally specific development vision, implementation/action plan and form-based zoning code, coupled with identification of a catalyst infrastructure project intended to encourage transportation choice, stimulate new investment, and increase overall quality of life. Essentially, the Jump Start Initiative is a "proof of concept" intended to demonstrate central Arkansas' seriousness about accomplishing the region's long-range transportation and sustainability goals.

Each subarea/neighborhood sponsored events to engage their residents and inspire creative place-making ideas around the targeted areas. Meetings between regular citizens, property owners, public officials, decision-makers, and private developers took place which offered a greater understanding of community needs and hindrances to development. Feedback from these events framed each community's objectives and shaped the vision for vibrant environments.

## **B. PROJECT DESCRIPTION**

The Jump Start subareas/neighborhoods are set to receive public investment for transportation infrastructure to help foster other private/public development within each area. The specific visions and infrastructure concepts established for each subarea/neighborhood during the Jump Start Initiative now require more detailed engineering design services in order to move forward. This RFQ and subsequent RFP(s) will be used to select firm(s) for engineering design services. RFPs will be solicited from qualified firms; no firm will be selected for more than two Jump Start subareas/neighborhoods to insure equity and capacity. Metroplan will assist up to six Jump Start communities by managing design contract. The chosen firms will work with city administrators, as well as Metroplan and AHTD (on state highways), to design the transportation infrastructure improvements recommended by the individual Jump Start subareas/neighborhood plans/visions.

A preliminary scope of work is required by the RFP and will be used to request proposals from qualified consultants, consultant selection, and design contract negotiations. At a minimum the scope of work is expected to include:

- (1) review adopted vision, goals and concepts of the specific Jump Start subarea/neighborhood,
- (2) preliminary design engineering services for infrastructure plans and specifications (unique to each subarea), and
- (3) construction inspection services (optional – separate firm).

The Scope of Work for Individual projects will generally consist of a portion or all of the following:

1. Engineering review of Jump Start Conceptual Plans
2. Environmental Clearance documents
3. Surveying
4. Right-of-Way plans
5. Coordination with utility companies
6. Design Public Involvement
7. Hydraulic Study/ Storm Water Management
8. Pavement design
9. Landscaping requirements
10. Roadway design and plans
  - a. Preliminary design and construction plans
  - b. Final design and preparation of specifications and cost estimate
11. Construction Inspection (Title II Services)

**The detail and scope of work will vary for each individual subarea/neighborhood.** The goal is implementation of *Imagine Central Arkansas' Jump Start Initiative* consistent with the adopted vision, goals and concepts for each subarea.

All work will be performed to applicable federal, state, and local guidelines. All improvements on State Highways will be designed according to State, Federal and American Association of State Highway and Transportation Officials (AASHTO) design standards. All design plans on State Highways will be prepared in standard AHTD format and will be reviewed and approved by appropriate AHTD personnel. This consultant project is partially funded by Surface Transportation Program funds sub-allocated to the Little Rock-North Little Rock urbanized area.

### **C. TIME FRAME**

Review of qualifications is expected to occur in July. The resultant qualified consultant list will then be used by Metroplan to issue a Request for Proposal(s) for specific Jump Start subareas/neighborhoods (all firms will be notified of selection or regret). The initial RFP process is expected to be completed by August and contract negotiations scheduled to start in September, 2016. Designs are expected to be completed within 12 months from the notice to proceed for individual jump start projects.

### **D. GENERAL PROVISIONS**

1. Metroplan's consultant selection and contracting process is subject to applicable provisions of federal, state and local laws and ordinances.
2. The selected firm will be required to comply with all applicable equal employment opportunity (EEO) laws and regulations, including assurance of nondiscrimination under Title VI of the Civil Rights Act.
3. It is Metroplan policy to contract with disadvantaged business enterprises (DBEs) whenever possible. Non-DBEs are requested to use DBE firms whenever appropriate and to inform Metroplan of said use.
4. Firms that are on the U.S. Comptroller General's list of ineligible contractors should not respond to this solicitation. Metroplan will not contract with said firms.
5. AHTD, Metroplan, or the Cities will not be liable for any costs incurred in preparing, submitting, or presenting a respondent's submittals or any associated travel costs.
6. Although discussions may be conducted with respondents submitting acceptable proposals, consultant selection may be made without any discussion.
7. Metroplan reserves the right to postpone the opening and/or review of respondent submittals for cause or convenience. Metroplan also reserves the right to reject any and all proposals, in whole or in part, and to waive any information thereon.
8. If only one qualified respondent responds by the due date, Metroplan may enter into contract negotiations with that firm.

9. Although the contract will be lump sum, Metroplan shall make partial payments for work completed under the contract and satisfactorily detailed in each valid invoice and accompanying progress report.
10. The consulting firm must have a certificate of authorization to practice Professional Engineering in Arkansas. Plans shall be stamped by a Professional Engineer registered in Arkansas.
11. Coordination meetings will be conducted on an as needed basis. These meetings shall include the consultant, Metroplan, AHTD, the City, and others, as appropriate. The consultant shall schedule these meetings with Metroplan and compile and distribute meeting minutes, as required.
12. The contract will include a liquidated damage clause, in the event that consultant services are not satisfactorily completed by the contractual deadline.
13. The selected consultant must submit an audit report including a report on internal control and compliance. The report shall meet the reporting guidelines provided in the applicable financial audit standards sections of the General Accepted Government Auditing Standards (GAGAS), and shall include **positive assurance** that all costs included in the recommended rate are allowed by **48 CFR Part 31**. An indirect cost rate, set by the audit, must be approved by the AHTD prior to executing the contract. The selected consultant must certify that any costs which are not expressly allowable under the cost principles of the FAR of 48 CFR 31 is not included in the cost proposal.

## E. CONTENTS OF RESPONDENT SUBMITTALS

Each respondent must include in their submission the following documents, so that all respondents can be effectively and fairly evaluated.

1. A Letter of Interest is required and should display a clear understanding of the project, include a positive commitment to complete the work in the specified time-period, and briefly summarize why the respondent should be selected. Address and contact information for each party in a proposed joint venture should be included.
2. Qualifications and Assurances: Respondent submittals must include a statement of qualifications and all required certifications and assurances.

- a. **Qualifications, Experience and Competence of Firm(s):** Information must be included summarizing and documenting the qualifications, experience and competence of the firm(s) in relation to the contractual services anticipated. Respondents are encouraged to include, at a minimum, a Standard Form 330 **with the names and addresses of a representative list of clients/ references with which the responding firm(s) has contracted with for similar work.** Standard Form 330 is available at [www.metroplan.org](http://www.metroplan.org) under the transportation section. A firm's reputation including its responsiveness to EEO and Civil Rights will be a major factor in the selection. Certification of DBE status should be provided in order to receive special consideration.
- b. **Personnel Qualifications and Availability:** Respondents must identify and summarize the relevant experience of personnel that would actually provide the anticipated contractual services. The Consultant Selection Committee will consider the qualifications of these individuals. The use of locally based personnel and any relevant local knowledge will also be considered.
- c. **Certifications and Assurances:** The certifications/assurances referenced below are required for all respondents or parties in a proposed joint venture for contractual services.
  - 1) Eligible Bidder Certification (Attachment A),
  - 2) Receipt of Addenda Certification (Attachment B),
  - 3) Non-collusion Assurance Affidavit (Attachment C),
  - 4) Disadvantaged/Women Business Enterprise (DBE) Certification (Attachment D),
  - 5) Equal Employment Opportunity Certification (Attachment E),
  - 6) Certification of Restrictions on Lobbying (Attachment F),
  - 7) Certification of Debarment or Suspension (Attachment G).

The letter of interest and qualifications is limited to a **maximum of 5** single-sided pages of size 8 ½" by 11", with 11-point (minimum) font, 1.15" (minimum) line spacing, and 1" (minimum) margins on all sides. Standard Form 330,

clients/references list, and certification of assurances are not included in the 5 page maximum.

## F. SELECTION PROCEDURE

Metroplan's objective is to select the highest qualified firms for the services to be rendered, at compensation determined as fair and reasonable to Metroplan and its governing board. To accomplish this objective, respondents will be evaluated in a two-phase process. In the first phase, up to three top firms deemed most highly qualified, responsive and responsible to provide the services required will be selected and placed on the Jump Start Qualified Consultants List.

A Consultant Qualification Review Selection Committee appointed by Metroplan will use the following criteria to evaluate respondent submittals.

<u>Part 1 Evaluation Criteria</u>	<u>Maximum Points</u>			
1. Qualifications, Experience and Competence of Firm(s)	50			
<table border="1"><tr><td>General and professional reputation, including responsiveness to civil rights and equal employment opportunity requirements and opportunities</td></tr><tr><td>Past work performance with Metroplan/Cities</td></tr><tr><td>Experience with projects of a similar nature as those advertised</td></tr></table>	General and professional reputation, including responsiveness to civil rights and equal employment opportunity requirements and opportunities	Past work performance with Metroplan/Cities	Experience with projects of a similar nature as those advertised	
General and professional reputation, including responsiveness to civil rights and equal employment opportunity requirements and opportunities				
Past work performance with Metroplan/Cities				
Experience with projects of a similar nature as those advertised				
2. Personnel Qualifications and Availability	50			
<table border="1"><tr><td>Professional staff including the education, experience, number of personnel available, and any partnerships with sub-consultants</td></tr><tr><td>Professional staffing experience with projects of a similar nature</td></tr><tr><td>Availability of professional staff</td></tr></table>	Professional staff including the education, experience, number of personnel available, and any partnerships with sub-consultants	Professional staffing experience with projects of a similar nature	Availability of professional staff	
Professional staff including the education, experience, number of personnel available, and any partnerships with sub-consultants				
Professional staffing experience with projects of a similar nature				
Availability of professional staff				
Maximum Total Points --	100			

Each member of the Committee will assign up to the maximum points noted above to each criterion based on respondent submittals. Respondents will then be ranked according to their total cumulative points. Based on this ranking, the Committee may conduct

interviews, at their discretion, with representatives of the top ranked firms (no more than five firms). From the top ranked firms, up to three firms deemed to be qualified, responsive and responsible to provide the services required will be selected as Jump Star qualified.

For the second phase of evaluation, the scope of work for individual projects will be provided to these top ranked firms and proposals requested. These proposals will be evaluated in combination with their qualifications. Initially no firm will be selected for more than two Jump Start subareas/neighborhoods to insure equity and capacity.

Following the completion of the Selection Committee's evaluation, Metroplan will enter into contract negotiations with the Committee's top-ranked firm(s). If a mutually satisfactory agreement cannot be negotiated with the top-ranked firm(s), said firm will be asked to document a final offer in writing before terminating negotiations. Negotiations will then be initiated with the second-ranked firm, and so forth, until a contract has been negotiated with a qualified consultant, or halted at the discretion of Metroplan. (Note: Contract award is subject to applicable provisions of federal, state, and local laws and ordinances.)

Metroplan reserves the right to reject any, and all applicants if the requirements as set forth herein are not met or if the Selection Committee deems a respondent unqualified on the basis of the Committee's overall analysis of the criteria outlined above.

## **G. CLARIFICATION OF SPECIFICATIONS**

Requests for clarification of any items, requirements or specifications contained in this RFQ/RFP must be received in writing at Metroplan offices no later than 4:45 p.m. CST, June 29, 2016. Upon receipt of a written request for RFQ/RFP clarification, Metroplan shall post a response on its website ([www.metroplan.org](http://www.metroplan.org)) no later than July 1, 2016 and will e-mail all firms previously e-mailed regarding the RFQ/RFP. Firms that were not previously contacted by Metroplan, should provide an e-mail or a postal address to facilitate future communications. Firms may also request that a written copy of Metroplan's RFQ/RFP clarifications be forwarded to them by U.S. mail. This procedure shall be followed in order to ensure competitive fairness by providing all prospective respondents with the same information. Metroplan's telephone number is 501-372-3300 (hearing impaired may dial 711). Please forward all RFQ clarification requests to Mr. Casey R.

Covington by faxing to 501-372-8060, e-mailing to [covington@metroplan.org](mailto:covington@metroplan.org) or sending via mail to:

CARTS Study Director  
Metroplan  
501 W. Markham, Suite B  
Little Rock, AR 72201

#### H. RESPONDENT SUBMITTALS

To be considered, one (1) set of paper responses and one (1) compact disc (containing PDF files) of the required submittals must be received at the address provided above by 11:00 a.m. CST, Friday, July 8, 2016. Any response received after this deadline will not be considered. Respondent submissions will be opened at Metroplan offices on the due date after 11:00 a.m. As soon as possible thereafter, each member of the consultant Selection Committee will be provided a set of documents that includes each respondent's letter of interest and qualifications.

Respondent submissions not in compliance with the instructions contained in this section and/or not containing the information requested may, at Metroplan's discretion, be declared "non-responsive" and disqualified from consideration.

**ATTACHMENT A**  
**ELIGIBLE BIDDER CERTIFICATION**

The Bidder warrants and represents that neither the Bidder, any of its employees or its subconsultants:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a three-year period preceding this Bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph two (2) of this certification; and
4. Have not within a three-year period preceding this application/Bid had one or more public transactions (Federal, State, or local) terminated for cause or default.

The person executing this certification further represents, warrants and affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understand that the provisions of 31 U.S.C. Sections 3801 Et.Seq are applicable thereto.

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BIDDER NAME

BY: \_\_\_\_\_

Signature

TITLE: \_\_\_\_\_

**ATTACHMENT B**  
**RECEIPT OF ADDENDA CERTIFICATION**

The Bidder warrants and represents that it has received all Addenda (if any) issued by Metroplan in connection with this Request for Proposal.

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BIDDER NAME

BY: \_\_\_\_\_

Signature

TITLE: \_\_\_\_\_

**ATTACHMENT C**  
**NON-COLLUSION ASSURANCE AFFIDAVIT**

The undersigned, having first been duly sworn, on and under oath, state and affirm as hereinafter stated:

1. That I am the person responsible for the final decision as to the price(s) and amount of this Bid or, if not, that I have written authorization, attached to this certification, from that person to make statements set forth below on his or her behalf and on behalf of the Bidder.
  
2. I further attest that:
  - a. The price(s) and amount of this Bid have been arrived at independently without consultation, communication or agreement for the purpose of restricting competition with any other consultant, bidder or potential bidder.
  
  - b. Neither the price(s) nor the amount of this Bid has been disclosed to any other firm or person who is a bidder or potential bidder on this project, and will not be so disclosed prior to the Bid Opening Date.
  
  - c. No attempt has been made or will be made to solicit, cause or induce any firm or person to refrain from bidding on this project or to submit a bid higher than the bid of this firm, or any intentionally high or non-competitive bid or other form of complementary bid.
  
  - d. The Bid of this Bidder is made in good faith and not pursuant to any agreement or discussion with or inducement from, any firm or person to submit a complementary bid.
  
  - e. This Bidder has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an

agreement or promise by any firm or person to refrain from bidding or to submit a complementary bid on this project.

- f. This Bidder has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any other project, in consideration for this Bidder submitting a complementary bid, or agreeing to do so, on this project.
  - g. I have made a diligent inquiry of all members, officers, employees, and agents of this Bidder with responsibilities relating to the preparation, approval or submission of this Bidder's Bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this affidavit.
3. Further Affiant sayeth not.

Made and executed this \_\_\_\_\_ day of \_\_\_\_\_, 2016

---

Affiant's Signature

SUBSCRIBED AND SWORN to before me a Notary Public of and for the County and State aforesaid on this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Notary Public

My Commission Expires: \_\_\_\_\_

**ATTACHMENT D**  
**DISADVANTAGED/WOMEN BUSINESS**  
**ENTERPRISE CERTIFICATION**

The undersigned, having first been duly sworn, on and under oath, state and affirm as hereinafter stated:

1. That I am the Bidder or I have been authorized by the Bidder to make statements set forth below on behalf of the Bidder.
2. I further attest that:
  - a. The Bidder is a Disadvantaged Business Enterprise and meets the eligibility requirements detailed in 49 CFR Part 26.
  - b. The Bidder is certified with the Arkansas Highway and Transportation Department's DBE/WBE program or, if the Bidder has not been certified through the Arkansas Highway and Transportation Department, the source of the Bidder's DBE certification is: (Please insert source of DBE certification here).

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3. Further Affiant sayeth not.

Made and executed this \_\_\_\_\_ day of \_\_\_\_\_, 2016

---

Affiant's Signature

SUBSCRIBED AND SWORN to before me a Notary Public of and for the County and State aforesaid on this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Notary Public

My Commission Expires: \_\_\_\_\_

**ATTACHMENT E**  
**EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION**

The undersigned, having first been duly sworn, on and under oath, state and affirm as hereinafter stated:

1. That I am the Bidder or I have been authorized by the Bidder to make statements set forth below on behalf of the Bidder.
2. I further attest that:
  - a. the policy of the Bidder is to insure equal opportunity and non-discrimination, and require that all employees and applicants for employment be treated equally regardless of race, color, sex, national origin, religion, age and physical handicap not related to the ability to perform a particular job or occupation, and,
  - b. that the Bidder agrees to treat each person fairly without regard to race, color, sex, national origin, religion, age and physical handicap not related to the ability to perform a particular job or occupation, with respect to employment, upgrading, promotion, demotion, transfer, layoffs, termination, rates of pay or other forms of compensation, selection for training, and other terms and conditions of employment and further agrees to include in all recruitment advertising the notation that it is "An Equal Opportunity Employer", and to register its employment advertisements with such minority and female community organizations as appropriate.
3. Further Affiant sayeth not.

Made and executed this \_\_\_\_\_ day of \_\_\_\_\_, 2016

---

Affiant's Signature

SUBSCRIBED AND SWORN to before me a Notary Public of and for the County and State aforesaid on this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Notary Public

My Commission Expires: \_\_\_\_\_

**ATTACHMENT F**  
**CERTIFICATION OF RESTRICTIONS ON LOBBYING**

The undersigned, having first been duly sworn, on and under oath, state and affirm as hereinafter stated:

1. That I am the Bidder or I have been authorized by the Bidder to make statements set forth below on behalf of the Bidder.
  
2. I further attest that:
  - a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement, and
  
  - b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an office or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the Bidder shall complete and submit the Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions, and,
  
  - c. That the Bidder shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

d. The undersigned acknowledges that this certification is a material representation of fact upon which reliance is placed when this transaction is made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. Further Affiant sayeth not.

Made and executed this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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Affiant's Signature

SUBSCRIBED AND SWORN to before me a Notary Public of and for the County and State aforesaid on this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

---

Notary Public

My Commission Expires: \_\_\_\_\_

ATTACHMENT G  
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED  
DEBARMENT, AND OTHER RESPONSIBILITY MATTERS**

A. The Consultant certifies, to the best of its knowledge and belief, that—

1. The Consultant and any of its Principals—

- a. Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any federal or state agency;
- b. Have not, within a 3-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract or subcontract; violation of federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in Subsection 31.1.1.2; and,
- d. The Consultant has not within a 3-year period preceding this offer, had one or more contracts terminated for default by any federal or state agency.

B. *Principals*, for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This certification concerns a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Section 1001, Title 18, United States Code, as well as any other applicable federal and state laws.

C. The Consultant shall provide immediate written notice to the Owner if, at any time prior to contract award, the Consultant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

D. The certification is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Consultant knowingly rendered an erroneous certification, the Owner may terminate the contract resulting from this solicitation for default in addition to any other remedies available to the Owner.

E. Further Affiant sayeth not.

Made and executed this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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Affiant's Signature

SUBSCRIBED AND SWORN to before me a Notary Public of and for the County and State  
aforesaid on this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Notary Public

My Commission Expires: \_\_\_\_\_