INVITATION TO BID

VENDING SERVICES PROVIDER
FORMAL BID - RFP #25-004
SOLANO COMMUNITY COLLEGE

NOTICE IS HEREBY GIVEN that the Governing Board of the Solano Community College ("College") is inviting sealed bids for a Vending Services Provider for the period of July 1, 2024 through June 30, 2027, with the ability to extend annually for two additional years.

Sealed bids are due by **2:00 PM on, Wednesday, April 3, 2024**

Please submit Bids to**:**

RFP 25-004 Vending Services Provider
Solano Community College
Susan Wheet, VP of Finance and Administration
Finance and Administration, Building 600
4000 Suisun Valley Road
Fairfield, CA 94534

The Request for Proposal (RFP) documents are available on the Solano Community College website at http://solano.edu/purchasing/rfp.php

Technical questions must be submitted, in writing by no later than **2:00 p.m. on, Friday, March 22, 2024** to Susan Wheet via email at Susan.Wheet@Solano.edu. Questions or requests will be recorded and provided to all Respondents by the end of the day on March 25, 2024.

The College reserves the right to reject any or all proposals, and to waive any errors or corrections in a proposal or in the proposal process. The College will award the contract based on a review and analysis of the proposal that determines which proposal best meets the needs of the College. Following the review and analysis of all responsive proposals, the College will make a recommendation to the Governing Board at its regular scheduled meeting.

REQUEST FOR PROPOSALS
FOR
SOLANO COMMUNITY COLLEGE
VENDING SERVICES RFP #25-004

Date: March 15, 2024

Solano Community College District
Susan Wheet, VP of Finance & Administration
4000 Suisun Valley Road, Building 600
Fairfield, CA 94534

Susan.wheet@solano.edu
Phone 707-864-7209

TABLE OF CONTENTS

Notice to Proposers 4

Introduction 5

Instructions for Proposers.....6

Timeline of Request for Proposal.....9

Proposer Qualifications and Requirements 10

Evaluation Criteria..... 13

Proposal of Terms and Conditions..... 14

Attachment 1 – Campus Addresses..... 16

Attachment 2 – 2024-25 Instructional Calendar..... 17

Attachment 3 – List of Current Machines..... 18

Exhibit A: Certification of Non-Discrimination …….…….. 19

Exhibit B: Non-Collusion Affidavit …….……..……..…… 20

Exhibit C: Addenda Acknowledgment …….....21

NOTICE TO PROPOSERS

The Associated Students of Solano Community College invites you to submit a proposal for Vending Services for a three-year contract term from July 1, 2024 through June 30, 2027, with the ability to extend annually for two additional years.

A detailed Request for Proposal (RFP) for Vending Services is enclosed for your information. Please pay particular attention to the "Form of Proposal" that specifies the information required in your response. Attached at the end of the RFP is a diagram of the food/beverage service area (Fairfield main campus), including our Centers in Vacaville, Vallejo, and Vallejo Automotive Technology, a map of Solano College (Fairfield main campus), and the 2024-25 academic calendar. You may also want to visit our website at www.solano.edu for much more information about our college.

Two significant dates in the District's RFP:

- The proposal must be received no later than 2:00 pm on April 3, 2024.
- The Associated Students of Solano Community anticipates selection of the Vending Services contractor at the Governing Board of Trustees' meeting on May 15, 2024.

Selection will be made on information supplied in your proposal according to criteria listed under "Evaluation Criteria."

Any questions concerning the contents of this document should be e-mailed to susan.wheet@solano.edu by 2:00pm on Friday, March 22, 2024. Any changes and notices related to this solicitation will be posted by the District on the Purchasing Department's website at http://www.solano.edu/purchasing/rfp.php. In the event this RFP is obtained through any means other than the District's direct distribution, the District will not be responsible for the completeness, accuracy, or timeliness of the final RFP document.

INTRODUCTION

The Solano Community College District seeks proposals from qualified food and beverage contractors to provide vending services for a three (3) year term from July 1, 2024 to June 30, 2027, with an additional two (2) year renewal option. Continuing renewal and cancellation terms shall be negotiated with the successful vendor.

Solano Community College is a two-year higher education institution and is one of 116 colleges in the California Community College system. Approximately 10,000 full and part-time students are enrolled in day and evening classes each semester. An Early College High School program also operated on campus, with over 400 high school students attending in-person on a daily basis. The regular academic calendar runs approximately from the third week in August through the end of May. Summer school classes are offered Monday to Thursday and run from early June through the first week of August. Food services are also provided for the summer sessions. There are no residence halls on campus. The college employs over 300 full-time faculty and staff and 270 part-time employees. There are currently no residence halls on campus.

Students at Solano Community College regularly use the vending services at the college. It is important as a potential Vendor to keep the students' needs and concerns in mind when providing a product. A consistent and convenient product is what is most important to the average student. All machines should be stocked with similar products and maintain steady deliveries to ensure that no student goes without.

It is important to note that starting with this new contract, Solano Community College would like to provide a healthier option for students as well as a product that can satisfy the demand for sweets. Student experience is what is most important and Solano Community College would like to provide students with foods that will nourish their bodies so that they can be in top shape to perform in class.

The District expects Proposers to present a complete program for the management of its food service and to include verifiable examples of successful programs. In addition to prices, proposals should include a quality assurance program, promotional programs and ideas regarding décor , all in sufficient detail to allow the District to evaluate the intended operation from the standpoint of quality, costs and service.

INSTRUCTIONS TO PROPOSERS

No proposals shall receive consideration by the Solano Community College District (hereinafter "District') unless made in accordance with the following instructions:

1. Deadline for Receipt of Proposal: Proposals must be received by the Vice President, Finance and Administration, Administration Building, Solano Community College, 4000 Suisun Valley Road, Suisun, CA 94534 no later than 2:00 pm on April 3, 2024. Proposals must be in an envelope marked "RFP 25-004 Vending Services Provider."

   Respondents shall submit one (1) paper copy and one (1) copy in digital format (e.g., CD, DVD, flash drive, etc.).

   a. The paper copy must contain the original signature of the individual(s) authorized to bind the Respondent contractually and be labeled "Master Copy."

   b. The Respondent must ensure the digital copy is complete and inclusive of all materials contained in the paper copy, including any required signatures. If there is an inconsistency between the paper and digital copies, the paper copy will take precedence.

   c. The sealed proposal envelopes must be marked legibly with the RFP number and title, and the College name and address, as shown in the following example:

   RFP 25-004 Vending Services Provider
   Solano Community College
   Susan Wheet, VP of Finance and Administration
   Finance and Administration, Building 600
   4000 Suisun Valley Road
   Fairfield, CA 94534

   No telephone, email, or fax proposals will be considered.

   It is each bidder's sole responsibility to ensure its bid is delivered timely and received at the location designated as specified. The College will not be responsible for errors in delivery under any circumstance. Any bid received at the designated location after the scheduled closing time for receipt of bids shall be returned to the bidder unopened.

2. Requests for Information: Any questions relative to the proposal should be directed to the Vice President of Finance and Administration, Susan Wheet, via email at susan.wheet@solano.edu no later than 2:00 p.m. on, **Friday, March 22, 2024**.

3. Proposal Forms: Proposal must be submitted in the format shown in "Form of Proposal." Proposals in any other form will be considered informal and will be rejected. Conditional proposals will be not considered. Proposals should be clear and, if appropriate, properly indexed. Numbers should be stated in figures, typewritten, and the signatures of all individuals must be in long hand, and preferably in blue ink. The completed forms should be without alterations, or erasures. Proposals must be submitted with the proposer company's name and with authorized signature(s) in envelopes, clearly marked with the title (Vending Services) and closing date.

4. Execution of Forms: Each proposal must give the full business address of the proposer and must be signed by the proposer with his or her usual signature. Proposals by partnerships must furnish the full names of the all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters. Proposals by corporations must be signed with the legal name of the corporation, followed by the signature and designation of the president, secretary, or other person authorized to bind the corporation in this matter. The name of each person signing shall also be typed or printed below the signature. When requested by the District, satisfactory evidence of the authority of the officer signing on behalf of the corporation shall be furnished. A proposer's failure to properly sign required forms might result in rejection of the proposal.

5. Withdrawal of Proposals: Proposals may be withdrawn by the proposers to the time fixed for the opening of proposals, but may not be withdrawn for a period of forty-five (45) days after the opening of proposals. A successful proposer shall not be relieved of the proposal submitted without the District's consent.

6. Addenda or Bulletins: Any addenda or bulletins issued during the proposal process shall form part of the specifications issued to proposers for the preparation of their proposals and shall constitute part of the Contract Documents.

7. Site Visit and Oral Presentation: District staff and students may visit sites of the proposers. Proposers will be given at least twenty-four (24) hours' notice of the visit. The proposers may be requested to give an oral presentation to the District staff and students at the site visit.

8. Basis of Award: Each proposer shall submit, as part of their proposal, complete specifications and detailed descriptions of the services and items they propose to supply under this contract. The District's decision as to the award of the contract will be based on the specific actions and qualifications of the proposer. Award shall be made to the responsible Proposer whose proposal is determined to be the most advantageous to the District based on the evaluation factors set forth in the solicitation. Food prices, although a consideration, will not be the sole determining factor.

9. Award of Contract: The contract is anticipated to be awarded within ninety (90) calendar days after opening proposals to the most responsive proposer subject to the approval of the Associated Students of Solano Community College. The time for awarding the Contract may be extended by the District with the consent of the most responsive proposer.

10. Execution of Contract: The successful Proposer shall, within ten (10) calendar days of notice of award of the contract, sign and deliver to the District the executed contract along with the bonds and certificates of insurance required by the Contract Documents. In the event the Proposer to whom an award is made fails or refuses to execute within ten (10) calendar days from the date of receiving notification that the contract has been awarded to the proposer, the District may award the work to the next most responsive Proposer, or may reject all proposals and call for new proposals. The contract and other documents are subject to the approval of the District and its legal counsel.

REQUEST FOR PROPOSAL TIMELINE

1.	RFP is opened	15 March 2024
2.	Technical Questions Due	22 March 2024 by 2:00pm
3.	Deadline to Submit Bid	3 April 2024 by 2:00pm
4.	Proposals Evaluated by the ASSC RFP Committee	15 April 2024
5.	RFP Committee Make Recommendation to ASSC	16 April 2024
6.	ASSC Meeting — Action Item	23 April 2024
7.	Governing Board of Solano College – Approval and Award	15 May 2024
8.	Commencement of Services	1 July 2024

PROPOSER QUALIFICATIONS AND REQUIREMENTS

Proposals are being solicited from firms that are in the business of providing services as listed in this Request for Proposal. Proposals shall include, at a minimum, the following information. Failure to include these items may be grounds for rejection of the proposal.

1. Provide up to or possibly more than 40 different vending machines across all campus locations (Fairfield, Vacaville, and Vallejo).

2. Provide maintenance, signage, electrical connections (on future/new locations), and adequate filling service to reasonably preclude "sell-outs."

3. Provide all the materials, labor, and transportation for the conversion and improvement of any additional (non-existing at time of contract/future) locations agreed upon by both the Contractor and the District.

4. Keep the facilities in a clean and wholesome condition free from objectionable noises, odors, or nuisance, and comply with all Federal, State, and local health and fire statutes, ordinances, and District policies.

5. Maintain all equipment to ensure efficient services.

6. Be held responsible for any damage to District's property resulting from actions of the vendor, or its contractors, agents, or suppliers.

7. Prominently post prices and refund directions at all times. Prices must be consistent with the local market and local operations as agreed.

8. Provide and be responsible for any security equipment to be used. The use of security equipment will be at the sole discretion of the contractor.

9. All vending machines shall meet Section 504 of Federal Handicapped Requirements in that all controls are located between two feet and four feet from ground level.

10. Description of the internal accounting program including:
    a. Method of recording, checking, and reporting sales.
    b. Method and frequency of reporting/remitting commissions.

11. Complete statement illustrating organization, financial resources, and other resources sufficient to provide necessary backing to recruit personnel, establish and operate a food service operation in the magnitude described in these specifications.

12. Insurance: Provide evidence of insurance coverage at the time of proposal submission, Certificate of Coverage must be provided by awardee, prior to contract execution, naming the District as an additional insured on Contractors policy and indicating the following minimum coverages:

Types of Insurance	Limits of Liability
Commercial General Liability	$1 million Each occurrence $1 million Products/Completed Operations $3 million Aggregate
Business Automobile Liability	$1 million Per Occurrence

Contractor shall obtain and keep in force during the term of this Agreement, for protection of the College and contractor, comprehensive General Bodily Injury and Property Damage Liability insurance with minimum coverage as specified above, including, but not limited to, Personal Injury Liability, Broad Form Property Damage Liability, Blanket Contractual Liability, Products Liability covering only the operations and activities of contractor under this Agreement, and shall deliver a certificate evidencing such coverage's to the College within ten (10) days after the execution of an Agreement. These policies shall name Solano Community College District, its Governing Board, employees and agents as additional insured. The contractor shall provide the District thirty (30) days written notice of a change in the insurance coverage provided pursuant to this section, including cancellation of the insurance policy or decision not to renew such insurance.

Insurance provided by contractor pursuant to this agreement shall be primary to any insurance purchased or owned by the District and shall also be primary to any amounts of self-insurance maintained by the District as well as primary to any insurance or self-insurance purchased, owned, or maintained by any joint powers agreement of which the District is a member. The contractor shall provide to the District written approval from the contractor's insurance carrier that it agrees with the provisions of the section.

13. Workers' Compensation Insurance: Since the manager and all food service personnel are contractor employees, a certificate must be provided to the College certifying that contractor carries Workers' Compensation Insurance in the amounts required by state and local statute.

EVALUATION CRITERIA

Contractor is required to provide references within the last three (3) years from community colleges or schools or other long-term clients. The bid should demonstrate successful completion of similar work, and clearly indicate that the qualified Contractor is capable of satisfactory performance of the proposed contract. Contractor must bid on this document as specified to be considered for the award. The college is awarding the following contract:

Award of a single contract which provides for beverage and food vending machine services.

The Board reserves the right to reject any or all bids at any time prior to the execution of contract acceptable to the Board and without penalty. The Board also reserves the right to waive any irregularities and award the contract to the party that it deems to be in the best interest of the District. The District may cancel this bid in whole or part at any time.

A. Bids will be evaluated at the sole discretion of the District on a number of factors, including but not limited to:

1. The percentage commission of retail sales to be given to the District as a result of operations as well as any other contributions to be made to the District.

2. The Contractor's ability to satisfy the requirements and detailed specifications of the bid.

3. The Contractor's financial stability, past experience, overall reputation, expertise and qualifications, variety and, price competitiveness.

B. Should it become necessary to revise any part of the bid, pertinent amendments will be provided to all vendors who replied to the bid within the parameters of the deadlines and requirements.

C. The contents of the proposal of the successful bidder will become contractual obligations of the bidder if the District takes acquisition action in reliance thereon. Failure of the successful bidder to accept these obligations in a purchase agreement, purchase order, delivery order, or similar acquisition contract may result in terminations of the contract.

D. Contractor should detail any unique services not requested in this bid that can or will be offered to the campus community, which the bidder believes should be considered in the evaluation of a response.

PROPOSAL OF TERMS AND CONDITIONS

1. Term: The term of contract will be for three (3) years beginning from July 1, 2024 to June 30, 2027.

2. Commission:

   Contractor is to recommend the retail price(s) of food and beverage in the response. Contractor is to specify the percentage of the retail price(s) of food and beverages to be paid to the campus as a commission. The commission is to be paid monthly and accompanied by a report detailing commission per serial number and location of each vending machine. Following any removal or replacement of vending units, Contractor will provide the campus with a notice of serial numbers and location within 15 days of move.

   The vendor agrees to pay _____% commission on gross sales from all sources of operation.

3. Insurance Information:

   The Contractor will provide the names of insurance and bonding companies and the names, titles, and telephone numbers of contacts with bid. The contractor will provide all appropriate insurance coverage include workers' compensation, comprehensive product liability, body injury and property damage liability of not less than $1,000,000 for injury or death of any one person and $1,000,000 per occurrence. The successful contractor may be

required to provide a 100% Faithful Performance Bond to be kept in effect for the duration of the contract.

4. Timing:

   Contractor will respond with confirmation of intent within 10 days of award of bid. Full vending service per this bid must be in place no later than July 1, 2024

5. Marketing:

   Contractor will specify proposed signage, marketing plan with proposed activities, objectives, and frequency with the understanding that the District must approve changes.

6. Termination:

   The District may, at any time, for any reason Terminate this contract and compensate only for service rendered to the date of termination without penalty. Written notice by the District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by Contractor or no later than three days after the day of mailing, whichever comes first.

7. Permits/Licenses:

   Contractor's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this contract.

ATTACHMENT I

Campus Addresses:

Fairfield Campus
4000 Suisun Valley Road
Fairfield, CA 94534

Vacaville Center
2001 North Village Parkway
Vacaville, CA 95688

Aeronautics Center
281 County Airport Road
Vacaville, CA 95688

Vallejo Center
545 Columbus Parkway
Vallejo, CA 94591

Autotech Center
1687 North Ascot Parkway
Vallejo, CA 94591

Maps can be found at: https://welcome.solano.edu/centers-maps/

ATTACHMENT II

2024-25 Academic Calendar (also available at: https://welcome.solano.edu/academic-calendar/)

SOLANO COMMUNITY COLLEGE

Solano Community College District
2024-25 Academic Calendar

SUMMER 2024

JUNE 2024

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY 2024

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2024

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FALL 2024

AUGUST 2024

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2024

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2024

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2024

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER 2024

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SPRING 2025

JANUARY 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2025

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

LEGEND

SUMMER 2024 June 10 – August 2		
Eight-week Session: June 10 – August 2		
Juneteenth		June 19
Independence Day		July 4
FALL 2024 August 12 – December 13		
Eight-week Session I: August 12 – October 7		
Eight-week Session II: October 9 – December 6		
Professional Development Day		August 8
Professional Development Day (Required)		August 9
Labor Day		September 2
Professional Development Day		October 8
Veterans Day		November 11
Thanksgiving Day		November 28
Finals Week		December 7-13
Christmas		December 25
New Year's Day		January 1
No Classes		
SPRING 2025 January 13 – May 22		
Eight-week Session I: January 13 – March 11		
Eight-week Session II: March 14 – May 15		
Professional Development Day		January 9
Professional Development Day (Required)		January 10
Martin Luther King, Jr. Day		January 20
Lincoln Day		February 14
Washington/President's Day		February 17
Professional Development Day		March 12-13
Spring Break		April 7-13
Finals Week (Starts Evening of May 15)		May 16-22
Memorial Day		May 26
Commencement		May 22
No Classes		
Holidays (campus closed)		

PROFESSIONAL DEVELOPMENT DAYS

Fall 2024	3
Spring 2025	4

NUMBER OF INSTRUCTIONAL DAYS (M-F)

	M	T	W	Th	F	Total
Fall 2024	15	16	16	16	16	79
Spring 2025	15	17	16	16	15	79

FINAL EXAMINATION DAYS (M-F)

	M	T	W	Th	F	Total
Fall 2024	1	1	1	1	1	5
Spring 2025	1	1	1	1	1	5

WEEKEND CLASS DAYS INCLUDING FINALS

	Sat	Sun
Fall 2024	15	15
Spring 2025	15	15

* The Academic Calendar applies to 175 Instructional Workdays.
The Classified Calendar is a separate document, addressing Classified Workdays.

Approved by Governing Board 12/07/2022

ATTACHMENT III

List of current machines and locations (not all-inclusive list)

LOCATION	TYPE
Auto Tech Center	One Snack vending machine
Fairfield - 1400 Building	One Snack vending machine
Fairfield - 1400 Building	One Drink vending machine
Fairfield - 1400 Building	One Drink vending machine
Fairfield - 1600 Building	One Snack vending machine
Fairfield - 100 Building (ASTC)	One Snack vending machine
Fairfield - 100 Building (L113-Lounge)	One Snack vending machine
Fairfield - 100 Building (L113-Lounge)	One Drink vending machine
Fairfield - 2700 Building	One Drink vending machine
Fairfield - 2700 Building	One Snack vending machine
Vacaville - Biotech Side	One Drink vending machine
Vacaville - Biotech Side	One Snack vending machine
Vacaville - Main Side- Downstairs	One Snack vending machine
Vacaville - Main Side- Downstairs	One Drinks vending machine
Vacaville - Main Side- Upstairs	One Drinks vending machine

EXHIBIT A- CERTIFICATION OF NON-DISCRIMINATION
TO BE EXECUTED BY FIRM AND SUBMITTED WITH PROPOSAL

Proposer hereby certifies in performing work or providing services for the College, there shall be no discrimination in its hiring or employment practices because of age, sex, race, color, ancestry, national origin, religious creed, physical or mental disability, medical condition, marital status, or sexual orientation, except as provided for in Section 12940 of the California Government Code. Proposer shall comply with applicable Federal and California anti-discrimination laws, including but not limited to the California Fair Employment and Housing Act, beginning with Section 12900 of the California Government Code.

IN WITNESS WHEREOF, the undersigned has executed this Certificate of Non-Discrimination this _____ day of _____, ____.

FIRM_____
(Type or print complete legal name of Bidder)

BY_____
(Signature)

Name_____
(Type or print)

Title _____

EXHIBIT B - NON-COLLUSION AFFIDAVIT
TO BE EXECUTED BY FIRM AND SUBMITTED WITH PROPOSAL

_____ , being first duly sworn, deposes and says that he or she is _____ of the party making the foregoing proposal that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham proposal, or that anyone shall refrain from proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposed price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her proposed price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

FIRM_____
(Type or print complete legal name of Firm)

BY_____
(Signature)

Name_____
(Type or print)

Title _____

EXHIBIT C – ADDENDA ACKNOWLEDGMENT

Changes or corrections to the RFP will be issued via a numbered addendum format prior to the Proposal deadline (See Schedule of Key Events). Record below the number(s) and date(s) of addenda received, if applicable.

Addendum #_____ Date Received: _____

Addendum #_____ Date Received: _____

Addendum #_____ Date Received: _____