



REQUEST FOR PROPOSAL
FOR
EMERGENCY GRANT ADMINISTRATION SERVICES
FOR CARES ACT FUNDS
RFP #20-05

Issue Date:	May 22, 2020
Pre-Proposal Question Deadline:	May 27 , 2020 by 4:00 p.m.
Proposal Deadline:	June 1, 2020 at 4:00 p.m.
Proposal Delivery:	Email: purchasing@fairbanks.us
Proposal Review:	June 5, 2020
Purchasing Contact:	Christina Rowlett, Purchasing Agent Phone: 907.459.6779 Email: purchasing@fairbanks.us

This proposal addresses an urgent need in the City of Fairbanks; therefore, the proposal process will be expedited.

This is not an order. The attached terms and conditions shall become part of the contract resulting from this Request for Proposal. Proposals shall be submitted in the indicated format. Original signatures may be submitted on the form provided herein.

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**Announcement
Request for Proposal**

The City of Fairbanks is requesting proposals from financial institutions and organizations qualified and interested in providing:

EMERGENCY GRANT ADMINISTRATION SERVICES

FOR CARES ACT FUNDS

RFP #20-05

DESCRIPTION: The City of Fairbanks is requesting proposals from qualified financial institutions and organizations qualified to contract with the City of Fairbanks to disburse Coronavirus Aid, Relief, and Economic Security (CARES) Act Funds to individuals, families, and businesses affected by the 2020 coronavirus pandemic and eligible to receive funds under the provisions of the CARES Act. The City envisions that selected financial institutions would handle CARES Act distributions to qualifying businesses and that selected non-profit organizations would handle distributions to qualifying individuals and families. The contract shall commence upon execution and end on December 31, 2020; however, the contract may be extended if additional funding is available.

PROPOSAL DOCUMENTS: A copy of this RFP can be obtained on the City of Fairbanks website, www.fairbanksalaska.us. It is the Offeror's sole responsibility to check this website for additional information and/or addendums. Any RFP may also be requested by contacting the Purchasing Agent listed in this document. If you have any questions call the Purchasing Agent.

Proposals are due PRIOR to the deadline noted above. Proposals must be submitted by email to purchasing@fairbanks.us. Late proposals will not be accepted – NO EXCEPTIONS. It is the Offeror's responsibility to confirm that proposal documents are received.

PUBLISHED: Fairbanks Daily News Miner on May 24, 2020

Section 1 – Instructions

1. **Communications:** The only communication concerning modifications, clarifications, questions, amendments, and addendums will be processed through the Purchasing Agent. No contact with any other agents of the City is permitted and will be grounds for disqualification. Any exceptions to this will be clarified in this document.
2. **Pre-Proposal Questions and Information:** If an Offeror finds a discrepancy, error, or omission in this document they are instructed to contact the Purchasing Agent who will issue written clarification that can be sent to all prospective Offerors. The City is not responsible for any oral instructions or communications with any other agents of the City except for the Purchasing Agent. All questions must be submitted to the Purchasing Agent by the deadline listed on the cover page of this document. All answers will be issued in a written format.
3. **Pre-Proposal Meeting:** Due to concerns with COVID-19, the pre-proposal meeting, if any, will be held telephonically.
4. **Modifications:** Clarifications, questions, amendments, and addendums may be made to this document by the City at any time prior to the proposal submittal deadline. It is the Offeror's sole responsibility to check the City website for these updates and or addendums.
5. **Proposal Submission:** All required documents must be submitted by email to the Purchasing Agent at purchasing@fairbanks.us. This responsibility rests entirely on the Offerors, regardless of delays with emailing or any other reasons.
 - a. The accepting and opening of a proposal document does not constitute the City's acceptance of the Offeror as a responsive and responsible Offeror. By accepting and opening of a proposal, the City presumes the Offeror is familiar with the proposal documents and agrees and understands all requirements in this document.
 - b. All prices and notations must be typed or written in ink. Pencil markings will not be accepted. Any mistakes must be crossed out and initialed by the person signing the proposal.
 - c. Proposals will not be accepted via facsimile or mail. Any mail will not be accepted unless specifically specified in this document.
 - d. All cost associated with preparation and presentation of this proposal are the Offeror's responsibility. No pre-proposal costs will be reimbursed to any Offeror. All documentation submitted to the City will become property of the City.
6. **Confidentiality and Proprietary Information:** If any information is confidential, it should be marked CONFIDENTIAL. If any information is proprietary, it should be clearly marked PROPRIETARY and an additional copy shall be submitted omitting the proprietary information for City use. The copy containing proprietary information will be solely for City use and then disposed of after the proposal is awarded. The omitted copy will remain on file and part of the RFP documents for future use or records requests.
7. **Exceptions:** Any exception must be clearly defined and referenced to the proper section or paragraph of this document. The exception must include the Offeror's substitution language and explanation as to the reason why this would provide an equivalent or better service or product. If no exceptions are

explained in this proposal submittal, the City will assume the Offeror can perform accordingly. Any proposals not meeting all requirements will be rejected.

8. **Bid Guarantee:** [not applicable]
9. **Duplicate Proposals:** The City will only accept one proposal per Offeror, including its subsidiaries, affiliated companies, organizations, or franchises. If multiple proposals are received from the same Offeror, all proposals from the Offeror will be rejected.
10. **Withdrawal or Corrections:** Proposals may be withdrawn by written notice prior to the submittal deadline. Corrections may be made to proposals submitted if prior to the submittal deadline.
11. **Rejection:** The City reserves the right to reject any or all proposals and to waive any minor informalities or irregularities in proposals received, if it is determined by the Purchasing Agent that it is in the City's best interest to do so. If Offeror fails to provide any requested information in the consideration stage of the evaluation process, its proposal can be rejected. The City may reject any proposals from Offerors who are in arrears or in default to the City on any contract, debt, or other obligation. The City may reject a proposal if the Offeror has been debarred per Fairbanks General Code Sec. 54-297 or has violated any other section of the Fairbanks General Code. The City may reject a proposal if the Offeror has been debarred by the State of Alaska or any Federal agency. The City has the right to reject all non-conforming, non-responsive, and unbalanced proposals. Discrepancies in the multiplication of unit price and quantity will be resolved in favor of unit price, as the requested quantities remain the same.
12. **Procurement Policy:** Procurement for the City is based on the Fairbanks General Code Sec. 54 – Procurement and any applicable State of Alaska statutes. The Fairbanks General Code is available online at www.fairbanksalaska.us.
13. **Non-Discrimination:** The City will not contract with any persons or entities that discriminate against employees or applicants for any reasons other than those related to job performance. All prospective Offerors will comply with all Federal, State, and local laws and policies that prohibit discrimination in the workplace. The City will not discriminate because of race, religion, color, national origin, ancestry, sex, sexual orientation, age, marital status, change in marital status, pregnancy, parenthood, physical or mental disabilities, genetic information, or political affiliation.
14. **Proposal Signatures:** An authorized official must sign all proposal documents. This signature will represent the company or entity and their ability to commit to the requirements in this document.
15. **Contract Award:** The City has the right to award by item, group of items, total proposal, or any combination found to be in the best interest of the City. The City also reserves the right to contract with multiple entities for the same or like goods or services, if it is found to be in the City's best interest. The Offeror who the Notice of Award is made to will be notified as soon as possible. Notice of Intent to Award and actual Award will be submitted to the Offeror in writing. After receipt of Notice of Award, or the Notice to Proceed for all construction projects, the Offeror will execute and perform said contract.
16. **No Response:** If the City chooses not to award pursuant to this RFP, the City will continue to keep Offerors' information for future proposals unless they specifically ask to be removed from the Bidders list.
17. **Public Records:** All proposals are subject to public records requests after award, except for confidential and proprietary information. See paragraph 6 above for more information.

18. **Local Bidder Preference:** [not applicable]
19. **Disqualification of Offerors:** Any one or more of the following reasons may cause proposals to be rejected:
- a. Communication with any other employees or agents of the City of Fairbanks during the RFP process, excluding those specifically listed in this document.
 - b. Evidence of collusion or other anticompetitive practices among Offerors.
 - c. Lack of competency as revealed by financial, experience, or equipment statements.
 - d. Lack of responsibility as shown by past work with the City of Fairbanks.
 - e. Uncompleted work under other current contracts which in the judgment of the City of Fairbanks may prevent the prompt completion of additional work in this RFP.
20. **Discussions:** Discussion with Offerors may commence after opening of all proposals to further clarify and or assure full understanding of solicitation requirements.
21. **Subcontractors:** All proposals must disclose any and all subcontractors regardless of the dollar amount and the services they will provide within 7 days of Notice of Intent to Award. The list must include the company or subcontractor's name, business location, and evidence of the subcontractor's state business license.
22. **Offeror's Responsibilities:** The Offeror must be capable of providing all goods or services in this document, described in Section 2 – Scope of Work. The Offeror must maintain these qualities until completion of the contract. Successful Offerors are responsible for all goods and services in this document whether they are provided or performed by successful Offeror or its subcontractor.
23. **City Participation:** The City of Fairbanks will provide appropriate personnel to support the successful Offeror during the contract. The Project Manager will be named in this document or the Purchasing Agent will act as contact until additional personnel are named specifically.
24. **Disclosure of Contents:** All information in this document will be held in confidence and not discussed with other Offerors until award. All proposals become the property of the City upon opening. Please review paragraph 6 above for additional information.
25. **Unusual Circumstances:** Where any unusual circumstances unforeseen by the City or the Offeror and which significantly affect the Offeror's ability or cost in providing goods or services, the Offeror may request cancellation of contract or adjustment to the costs. Significantly in this paragraph is defined as being beyond the control of the Offeror. The request must be documented in writing and may be denied.
26. **Contract Commencement:** Commencement of the contract will not begin until all necessary documents are received and reviewed and all City approvals have been completed. Commencement of the contract without these requirements will be at the Offeror's sole risk and not compensated by the City.

Section 2 – Scope of Work

Background

The City of Fairbanks will receive \$16,005,137.24 in CARES Act funding to cover expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19). The City of Fairbanks intends to use funds to provide grants to small businesses and assistance to individuals and families adversely impacted by the coronavirus pandemic.

Nature of Services Required

The successful Offerors will provide grants to small businesses located within the City limits and to individuals and families residing in the City based on criteria established by the City of Fairbanks in accordance with the CARES Act Guidelines.

The successful Offerors will:

- Collect information from small businesses and/or individuals and families based on criteria provided by the City of Fairbanks.
- Provide documents to City of Fairbanks for payment approval.
- Disburse funds to small businesses and/or individuals and families.

The general requirements are as follows:

- Verify completeness of all grantee documents and calculations.
- Provide grantee documents to City of Fairbanks for payment approval.
- Provide updates, as needed, to the Chief Financial Officer.
- Maintain knowledge of Federal, State, and local legislation relating to the CARES Act.
- Maintain adequate staff levels to ensure all services, as outlined in the contract, are provided in an efficient and professional manner.
- Maintain security and confidentiality of all information obtained relating to these services.
- Provide adequate equipment and computer software to record and transmit information to the City.
- Maintain, at the Offeror's expense, comprehensive general liability and property damage insurance, worker's compensation insurance, and adequate bonding as required by the City.

Qualification of Offerors

The contract will be awarded by the City to responsible Offerors. In order to qualify as responsible, an Offeror must meet the following qualifications as they relate to this request for proposals:

- Have a State and City business license.
- Have a local office to provide services in-person while maintaining social distancing.
- Have the necessary experience, organization, technical skills and capabilities for distributing Federal funds to small businesses and/or individuals and families.
- Have a minimum of three years of providing similar or same services.

Section 3 – Proposal Format

Format and Content:

For the City to evaluate proposals fairly and completely, Offerors must follow the format set out herein and provide all the information requested.

Submittal Requirement:

Proposals shall be in accordance with the maximum number of pages and content requirements indicated in the table below, double-sided pages are considered two pages. Proposals shall not be written in a font size smaller than 10 point. Each section of the proposal shall be identified and assembled in the order listed under Proposal Content Requirements. Materials not identified or germane to the proposed agreement will be discarded without evaluation. Failure to provide a proposal in conformance with these requirements may cause a proposal to be declared non-responsive and eliminated from further consideration. Offerors must email one copy.

Maximum	
Pages	Proposal Content Requirements
2	Item 1: Proposal Form (with signature)
5	Item 2: Technical Proposal
1	Item 3: Letter of Intent
1	Item 4: Price Form
1	Item 5: W-9 Form
1	Item 6: Vendor Registration Form
11	Maximum Pages for RFP Submittal

Proposal Form:

Offerors must include a fully completed and signed Proposal Form as the cover sheet to the RFP. Failure to include this form fully completed with a signature will cause the proposal to be declared non-responsive and eliminated from further consideration.

Technical Proposal:

The purpose of the Technical Proposal is to demonstrate the qualifications, competence and capacity of the Offeror seeking to perform the requirements of this request for proposal. As such, the substance of proposals will carry more weight than their form or manner of presentation. The Technical Proposal should address all the points outlined in the request for proposals **(excluding any cost information which should only be included**

on the price form). While additional data may be presented, the following subjects must be included as they represent the criteria against which the proposal will be evaluated:

- Discuss how the Offeror meets the qualifications outlined in Section 2.
- Describe clearly the unique approach, methodologies, knowledge, and capability for accomplishing the general requirements specified in Section 2.
- Provide a list of personnel with brief biography that will be assigned to this contract.
- Provide a minimum of three references.

Letter of Intent:

Offerors must submit a letter of intent to meet the insurance and bond requirements.

Price Form:

Offerors are required to submit a price form. The price form should contain all pricing information relative to performing the services as described in this request for proposal. The City will not be responsible for expenses incurred in preparing and submitting the technical proposal or the price form. Such costs should not be included in the proposal.

If it should become necessary for the City to request the Offeror to render any additional services to either supplement the services requested in this RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work will be performed only if set forth in an addendum to the engagement between the City and the Offeror. Any such additional work agreed to between the City and the Offeror will be performed at the same rates set forth in the price form.

Section 4 – Evaluation Criteria and Award

Initial Evaluation:

Initially, all proposals will be reviewed by the City Purchasing Agent to determine if they are administratively responsive to the RFP. Proposals that are administratively responsive will be distributed to the evaluation committee. The committee will determine if the proposal meets all the minimum requirements. Proposals that pass the minimum requirements evaluation will be evaluated based on the evaluation criteria described below.

Evaluation Criteria:

Each criterion identified below has an assigned weight that is used to establish their relative importance in the evaluation process. The criterion for this RFP is listed and defined in further detail below.

<u>Criterion</u>	<u>Weight</u>
Proposal Adherence	10
Expertise and Experience	15
Services Approach	35
<u>Price</u>	40
Total Weight of All Criterion equals	100

- **Proposal Adherence (Weight of 10)** – The Offeror’s adherence to the instructions in preparing and submitting their proposal.
- **Expertise and Experience (Weight of 15)** – The Offeror’s experience and performance on comparable services and quality of professional personnel assigned to the engagement.
- **Services Approach (Weight of 35)** – The Offeror’s adequacy of staffing plan to meet the general requirements.
- **Price (Weight of 40)** - The maximum score will be awarded to the firm offering the lowest price. Proportional scores will be assigned to other Offerors.

Award:

Award shall be made to the responsive Offerors whose proposals conform to the solicitation and are determined in writing to be the most advantageous to the City taking into consideration cost/price and the evaluation factors set forth in this RFP. The City anticipates awarding this contract in whole by June 19, 2020.

Section 5 – Standard Terms and Conditions

1. **Assignment / Transfer:** Assignment or transfer of this Agreement or Contract without written consent of the City of Fairbanks may be construed by the City as a breach of contract sufficient to cancel any Agreement or Contract at the discretion of the City.
2. **Inspection:** [not applicable]
3. **Risk of Loss:** [not applicable]
4. **Warranty:** [not applicable]
5. **Excise and Sales Tax:** [not applicable]
6. **Invoices:** Invoices for services must be submitted within 45 days after completion of services. Payment will be delayed if the invoice fails to reference the purchase order number, ordering department, unit prices, quantities, totals, and a full description of the order that matches the purchase order. The City will provide payment 30 days after satisfactory delivery, acceptance, and receipt of invoice.
7. **IRS Form W-9 and Vendor Information:** Offeror must have on file with the City a current IRS Form W-9 and complete a vendor registration form before City will issue a purchase order to the Offeror.
8. **Compliance with Laws:** Offeror represents and warrants that the performance of this order and furnishing goods or services required will be in accordance with the applicable standards, provisions, and stipulations of all pertinent Federal, State, and City laws, rules, regulations, resolutions, and ordinances including, but not limited to, the Fair Labor Standards Act, the Equal Employment Opportunity rules and regulations, and the Occupational Safety and Health Acts.
9. **Amendments:** No amendments, modifications, or supplements to this contract shall be binding unless in writing and signed by all authorized representatives of both parties.
10. **Termination:** When it is in the City's best interest, City may unilaterally cancel this Agreement or Contract at any time whether Offeror is in default of any of its obligations hereunder. With any such cancellation, Offeror agrees to waive any claim for damages, including loss of anticipated profit on account hereof. However, the City agrees that Offeror shall be paid for items and/or services already accepted by City, but in no event shall the City be liable for any loss of profits on the order or portion thereof so terminated. Either party may terminate this Agreement or Contract at any time for the failure of the other to comply with any of its material terms and conditions. All Offerors recognize that the City is a government entity and that payment obligation is subject to yearly appropriations by the City's governing body and that if funds are not appropriated, this Agreement or Contract will terminate without penalty to either party.
11. **Waiver of Breach:** No waiver by either party of any breach of any of the covenants or conditions herein contained performed by the other party shall be construed as a waiver of any succeeding breach of this same or of any other covenant or condition.
12. **Complete Agreement:** The parties agree that the conditions of purchase stated herein and the Offeror's proposals set forth their entire Agreement or Contract and there are no promises or understandings other than those stated herein, and that any prior negotiations between the City and Contractor or terms and conditions set forth in the Offeror's quotation, order, or sales acknowledgment shall not constitute

a part of the Agreement or Contract between the City and Offeror concerning this purchase. The terms "Agreement" and "Contract" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.

13. **Liability and Indemnity:** To the fullest extent permitted by law, the Offeror shall defend, indemnify and hold harmless the City, its officers, and employees from and against any and all loss, expense, damage, claim, demand, judgment, fine, charge, lien, liability, action, cause of action, or proceedings of any kind whatsoever (whether arising on account of damage to or loss of property, or personal injury, emotional distress or death) arising directly or indirectly in connection with the performance or activities of the Offeror hereunder, whether the same arises before or after completion of the Offeror's operations or expiration of this Agreement or Contract, except for damage, loss or injury resulting from the City's gross negligence or willful misconduct solely.
14. **Insurance Requirements:** Offeror must furnish a certificate of insurance within 10 days of receipt of the Notice-of-Intent to Award and must endorse policies to provide for a 30-day prior notice to the City of cancellation, non-renewal, or material change of the policies. Failure to furnish satisfactory evidence of insurance or lapse of policy is a material breach of the contract and grounds for termination of this Agreement or Contract. Each policy shall be endorsed with a waiver of subrogation in favor of the City. All other insurance policies required of the Offeror shall be endorsed to provide that such insurance shall apply as primary insurance and that any insurance or self-insured carried by the City will be excess only and will not contribute with the insurance required by this Agreement or Contract. All other insurance policies required of the Offeror will be endorsed to name the City as additional insured. All insurance shall be on an occurrence form acceptable to the City and having an A.M. Best rating of "A" or better.
 - a. Workers' Compensation and Employers' Liability Insurance as required by any applicable law or regulation. Employers' liability insurance shall be in the amount no less than \$500,000 each accident for bodily injury, \$500,000 policy limit for bodily injury by disease and \$500,000 each employee for bodily injury by disease. The Offeror shall be responsible for Workers' Compensation Insurance for any subcontractor who directly or indirectly provides services under this contract. This coverage must include statutory coverage for states in which employees are engaging in work. If there is an exposure of injury to Offeror's employees under the U.S. Longshoremen's Harbor Workers' Compensation Act, the Jones Act, or under laws, regulations or statutes applicable to maritime employee, coverage shall be included for such injuries or claims.
 - b. Commercial General Liability Insurance: The Offeror is required to provide Commercial General Liability (CGL) insurance with limits not less than \$5,000,000 for any contract over \$1,000,000 and not less than \$1,000,000 for contracts under \$1,000,000 combined single limit per occurrence and \$5,000,000 for any contract over \$1,000,000 and not less than \$1,000,000 for contracts under \$1,000,000, in the aggregate not excluding premises operations, independent Contractors, products, and completed operations, broad form property damage, blanket contractual, explosion, collapse and underground hazards. Limits may be a combination of primary and excess (umbrella) policy forms.
 - c. Comprehensive Automobile Liability Insurance: Not applicable.

d. Property Insurance: Not Applicable

PROOF OF INSURANCE: The Offeror shall furnish the City with a Certificate of Insurance or, where requested by the City, the policy declaration page with required endorsements attached thereto showing the type, amount, effective dates, and dates of expiration of all policies. All endorsements shall reference the policy number and the project name and project number. The owner is the City of Fairbanks and is to be identified on all certificates and endorsements.

Without limiting its indemnification, the Offer shall maintain, until termination of Agreement or Contract or completion and acceptance of the project by the City, occurrence type coverage of the kinds and minimum amounts set forth above. All insurance limits are minimum. If the Offeror's policy contains higher limits, the City shall be entitled to coverage to the extent of such higher limits. The City, at its sole discretion, may raise or lower the limit.

15. **Records:** The City reserves the right to inspect all Offeror's documents relating to this Agreement or Contract for up to six years after expiration.
16. **Acceptance of Proposals:** The rights and obligations of the contract will become effective and binding upon the contracting parties only after formal execution of a purchase order signed by the Purchasing Agent or a contract form signed by the Contractor and City Mayor. No other act whether oral, written or implied shall constitute acceptance of a proposal.
17. **Postponement:** The City reserves the right to postpone the date of the opening of proposals and will give written notice of any such postponement to all known holders of the contract documents.
18. **Delivery:** [not applicable]
19. **Time is of the essence:** The Offeror is expected to deliver goods or services that conform in all material respects to the contract specifications on or before the date provided herein. This date may be amended by written agreement between both parties.
20. **Safety Data Sheets:** [not applicable]
21. **Cooperative Purchasing:** Any other State of Alaska government entity may exercise their option to use this same contract to receive similar services. The City is not liable for any other State of Alaska government entity or their contract.
22. **Facility Security and Background Checks:** [not applicable]

Section 6 – Required Forms

Forms included in this solicitation or required when submitting Proposal:

- A. Pre-Proposal Questions
- B. Proposal Form
- C. Price Form
- D. W9 Form and Vendor Registration

Download solicitations, addendums, and forms at: <http://www.fairbanksalaska.us>

PRE-PROPOSAL QUESTIONS

City of Fairbanks

EMERGENCY GRANT ADMINISTRATION SERVICES

FOR CARES ACT FUNDS

RFP #20-05

List all questions below or attach to this form and submit by **4:00 p.m. on May 27, 2020.**

PROPOSAL FORM

City of Fairbanks

EMERGENCY GRANT ADMINISTRATION SERVICES

FOR CARES ACT FUNDS

RFP #20-05

Failure to complete this form will result in your Offer being deemed non-responsive and rejected without any further explanation.

Offer and Obligation:

The undersigned hereby offers, and agrees to be bound and obligated to this offer, to furnish the goods and/or services in compliance with all Terms and Conditions, Scope of Work, Specifications, and Addendums in this solicitation and, if awarded, enter into an Agreement or Contract with the City.

Addendums:

The undersigned has read, understands, and is fully cognizant of all parts of this solicitation, together with any addendum issued in connection with this document. The undersigned hereby acknowledges receipt of the following addendum(s). In addition, the undersigned has completely and appropriately filled out and submitted all required forms. Initial next to each applicable addendum number(s) or, if none, leave blank.

Addendum #1 _____ Addendum #2 _____ Addendum #3 _____ Addendum #4 _____

If additional addendums were issued, list numbers here and initial. _____

Compliance:

The undersigned hereby accepts all administrative requirements of the solicitation and will follow such requirements. By submitting this Proposal Form, the Offeror represents that they are in compliance with all applicable provisions of the City of Fairbanks Code of Ordinances Chapter 54 – Procurement, and if awarded a contract to provide the construction, goods, or services required in this solicitation will comply for the entire length of the Agreement or Contract.

Non – Collusion:

The undersigned, by submission of this Proposal Form, hereby declares that this offer is made without collusion with any other business or person making any other offer, or which otherwise would make an offer.

Performance Guarantee:

The undersigned further agrees that if awarded the Agreement or Contract, it will submit to the City any required performance guarantee (i.e. irrevocable letter of credit or cash deposit), if applicable.

Proposal Price:

The undersigned agrees to abide by the pricing contained on the Price Form.

NO OFFER WILL BE ACCEPTED WHICH HAS NOT BEEN MANUALLY SIGNED IN INK IN THE APPROPRIATE SPACE BELOW

I certify, under penalty of perjury, that I have the legal authorization to bind the company hereunder:

For clarification of this offer, contact:

Company Name

Name

Address

Title

City State Zip

Phone

Signature of Person Authorized to Sign

Email

Printed Name

Title

Federal Tax ID

City of Fairbanks Business License Number

Alaska Business License Number

Contractor's License Number

PRICE FORM

City of Fairbanks

EMERGENCY GRANT ADMINISTRATION SERVICES

FOR CARES ACT FUNDS

RFP #20-05

Failure to complete this form shall result in your Offer being deemed non-responsive and rejected without any further explanation.

Description

Price

_____	_____
_____	_____
_____	_____
_____	_____