



REQUEST FOR PROPOSAL

Marshall County, Tennessee is soliciting proposals for Food Services to be utilized by the Marshall County Jail for its Inmate population. The attached specifications are considered as minimum and are not intended to exclude any company from providing proposals for the requested items. **A mandatory pre-bid meeting will be held on Wednesday, March 29, 2023, at 10 a.m. local prevailing time, at the Marshall County Sheriff's Office, 209 1st Avenue, Lewisburg, TN, to offer the prospective bidders an opportunity to visit the site facilities and to address any questions which the prospective bidder may have.**

The following documents are considered integral parts of this "Request for Proposal" invitation:

"Narrative & Instructions to Vendors" –	4 Pages
"Specifications" –	6 Pages
"Attachments" - (Includes Exhibits A, B, & Response to Request Form)	3 pages
"Proposal Pricing Form" –	2 Pages
"Iran Divestment Act Form" -	1 Page

A Response to Request for Proposal; Letter of Intent Form is to be returned immediately upon receipt of the "Request for Proposal" invitation. This form does not influence the proposal process in any way other than providing us the ability to determine the level of interest in the vendor pool. Please see the "Attachments" folder to obtain this form. This form may be returned to us via mail, fax or by hand delivery.

Submittals will be accepted by the Marshall County Director of Accounts and Budgets, 2205 Courthouse Annex, Lewisburg, TN 37091 until 2:00 P.M. local prevailing time, Friday, April 14, 2023, at which time and place all received proposals will be publicly opened and read aloud. ***Proposals must be submitted in a sealed envelope clearly marked "RFP – FOOD SERVICES" in the lower left corner.*** When applicable, all appropriate licensing and other required information must appear on the exterior of the submittal envelope, as required by T.C.A. 62-6-119. Proposals may be "hand delivered", mailed or sent via UPS, FEDEX or any other form of carrier.

When submittals are sent via U. S. Mail, FedEx, UPS or any other carrier; the sealed proposals must be identified as above and then placed inside of the appropriate shipping envelope, and then clearly marked "Sealed RFP Enclosed – FOOD SERVICES" on the exterior of the shipping envelope. This is necessary in order to prevent the accidental opening of proposals by separating submitted proposals from regular package delivery.

Proposals arriving after the announced time of acceptance or absent of the aforementioned markings will not be accepted. *Each vendor who provides a proposal will be notified as to their success or failure to obtain an "Award of Business".*

The proposed fees must be submitted on the attached Proposal Forms. ***Proposal Fees not submitted on the forms provided may be rejected.*** Blue or black ink must be utilized in the completion of the Proposal Form.

Proposals must be executed in the Company name and signed by an officer or individual that has authority to bind the Company. No proposal may be withdrawn for a period of sixty (60) days after the opening date.

Marshall County reserves the right to disregard all nonconforming, non-responsive, or conditional proposals; to reject any or all proposals; to limit quantities; to waive formalities and informalities; and to evaluate proposals and accept any proposal or any part of any proposal that is judged, in our opinion, to be of the best quality, value and service to Marshall County. It is also understood that the “apparent low bidder” may be announced at the bid opening; however the “successful bidder”, who may or may not be the lowest bidder, will not be announced until all issues, which include, but are not limited to quality, service, conformity to specifications, etc. have been resolved and until a period of review has been completed by the County. The “review period” is normally completed within ten business days following the bid opening; however, under some circumstances, a longer review period may be required.

“The County’s evaluation should be completed by Friday, April 28, 2023. Interested bidders should contact the County to schedule an appointment to inspect the bid file. The bidder inspection period will be for five days following the evaluation”. Inspection by bidders will be closed after this time and the records will be moved to “Closed Bid Files”, but shall remain opened and accessible to the public during the regular office hours of the County. Inspection of the purchase records shall not disrupt the normal work routine of the office. The individual requesting to inspect the records must first provide a written request describing those records to be inspected, and establish a date and time to inspect the records within the normal office hours of the Purchasing Department. Any copies made at the interested parties request shall be assessed a charge at the prevailing rate for duplication of County records.

Title VI of the Civil Rights Act of 1964: All interested parties, without regard to race, color or national origin, shall be afforded the opportunity to bid and shall receive equal consideration. Title VI states “No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program activity receiving Federal financial assistance.” Marshall County is often the beneficiary of Federal financial assistance in the areas of education, health care and social services, public transportation, and parks and recreation. Marshall County strives to protect individuals’ civil rights through active compliance with the requirements of Title VI. Any questions, concerns or complaints related to Title VI should be directed to the Marshall County Mayor, who will review and forward all materials to the Title VI Coordinator. Please assist us with our compliance efforts by completing the optional statistical information requested on the Proposal Form provided.

Additional information may be obtained by contacting the Marshall County Director of Accounts and Budgets Office at 931-359-2300.

Requested by,

Baleigh Smith
Assistant Director of Accounts and Budgets

cc: Billy Lamb, Marshall County Sheriff



Marshall County Government
Narrative & Instructions to Bidders

Item: Inmate Food Service
Department: Sheriff / Jail

Friday, April 14, 2023 @ 2:00 PM Local Prevailing Time

NARRATIVE:

The Marshall County Government is requesting proposals for food services at the Marshall County Jail located at 150 East Church Street, Lewisburg, TN 37091.

To meet the requirements of this invitation, the eventual successful bidder will be expected to provide all food, food products, condiments, supplies (including paper supplies and cleaning chemicals), equipment, beverages, food service, employee salaries, fringe benefits, and food service which may be or may become necessary in the performance of a complete and viable food service program for the Marshall County Jail operation. Equipment to be provided by the Food Service Company will be in addition to that equipment which is in place and which will be provided by the Marshall County Jail.

All offerings made under this invitation shall meet or exceed the detailed requirements as set forth in the attached minimum specifications, drawings and plans, if any. All values specified in the invitation shall be considered as minimums, unless otherwise specified.

SCOPE:

Marshall County intends, subject to approval by the legislative body, to enter into a multi-year agreement with the successful bidder.

The term of the resulting agreement to provide inmate food services at the Marshall County Jail is intended to commence July 1, 2023, after an award has been issued by Marshall County and will continue for a period of one (1) year with four options to renew for an additional year each but not to exceed sixty months in total duration. Any renewal of the agreement is contingent upon the continued availability of funds and acceptance of any potential price increase by Marshall County.

INSTRUCTIONS to BIDDERS:

Submittal of Proposal(s):

The bidder must submit his proposal on the "Proposal Forms" provided by Marshall County. The bid price must be written in blue or black ink and, if possible, in numerals. (The words, unless obviously incorrect, would govern in the event a numeral was not legible.). No qualifying letters or statements attached to the bid form will be considered. Proposals will be received by Marshall County Government until the day, date and time as set forth in the "RFP Invitation". Local time shall prevail in all openings. The bid due date and time will be strictly observed. It is the responsibility of the bidder to ensure that his proposal is delivered via mail, carrier, by hand or other method prior to the scheduled RFP opening day, date and time.

Before submitting a bid or proposal each bidder shall carefully examine the specifications (if any) and inform himself fully concerning the existing conditions, and shall make his bid or proposal to provide the items covered at the lowest cost while offering the best service and quality.

Proposal Withdrawal:

Any proposal may be withdrawn *prior* to the day, date and time as set forth in the “RFP Invitation”. Any proposal may be withdrawn as a result of any authorized postponement by the Owner.

Proposal Format:

In order to receive consideration, all proposals must be submitted in strict accordance with the following information:

- General Introductory Letter
- Table of Contents
- Executive Summary
- Response to “Specifications”
- Pricing (on Proposal Form provided by Marshall County)
- References
- Equipment (to include brochures and specification sheets)
- Other pertinent information (as identified under the “Miscellaneous” heading in the “Specifications” section of this invitation)

RFP Opening:

An RFP opening will occur at the time and on the date as scheduled in the “Invitation to Bid”. At the “Opening”; Proposals will be received by Marshall County and checked to verify that the required information is present. An eventual “Successful Bidder” will be announced after a review period in which all elements of the proposals are taken into consideration to include, but not be limited to, alternate or option bids which the Owner *may* want to include in the work, and which were bid on as alternate or option items in the original bid request, delivery schedules, service factors, and other pertinent data.

Alternate bids and specifications are not acceptable unless specifically asked for and/or authorized in the Invitation to Bid.

Proposals submitted will be immediately rejected when:

- The bidder fails to use the provided proposal form,
- The form is not signed by an authorized representative of the bidding company,
- Conditions are placed upon the proposal by the bidder,
- Unauthorized additions to the proposal are included by the bidder,
- Lack of appropriate documents as required or requested in the RFP Invitation.

A “Tabulation Log” will be made available to the attendees at the “RFP Opening” showing all proposals submitted. Individual proposals will not be available for inspection until after the review period has occurred as outlined in “File Inspection / Review of Proposals” section below.

File Inspection / Review of Proposals:

The review period for the proposals will commence upon the start of business on the next day immediately following the day, date and time scheduled to receive the proposals. The review period should end on Friday, April 28, 2023.

A record shall be kept, listing each bidder by name and address and indicating their bid amounts. These records are to be open to public inspection after review and after the award to the successful bidder.

Evaluation Period:

- a. The review period is for ten (10) business days following the bid opening, during which time the bids are closed to public inspection.
- b. During the period when evaluation is being made, all bid analysis is confidential, thereby maintaining the integrity of the bidding system.
- c. No County personnel in any office should discuss information pertinent to any bid during this period, other than at scheduled meetings of County personnel specifically intended for review with regard to the bid and/or project.
- d. Violation of the confidentiality of bids pending award seriously compromises the County's position in establishing contractual agreements.

During the bid review period, individuals who submit proposals *may* be asked to respond to questions which *might* arise from the proposal during the review period. Any failure to come to an agreement on the discussed issues may result in the rejection of that bidder's bid and force the Owner to move to the next bidder in line, when deemed by the Owner as being in the best interest of the Owner. Inspection of submitted proposals will be allowed *after* completion of the review.

AWARD of BUSINESS:

A proposal shall be considered an offer subject to acceptance by Marshall County. If a bidder fails to state the time within which a proposal may be accepted, Marshall County shall have a minimum of sixty (60) days to accept.

Any award of business shall be to the lowest and best bidder, taking into consideration the qualities of the articles or services to be supplied, their conformity with specifications, their suitability to the requirements of the Owner and the delivery terms. Any or all bids may be rejected for good cause.

INSURANCE CERTIFICATE:

As a part of the bid submitted the eventual successful bidder who receives an award of business shall provide to Marshall County a "Certificate of Insurance" as outlined below.

An insurance certificate shall be submitted prior to the commencement of any work and shall remain in force throughout the life of the contract and shall provide coverage in amounts no less than those amounts specified below. ***Marshall County is to be named as an "additional insured" for the duration of the project.***

- 1) Workmen's Compensation Insurance as required by statutory law and including Employer's Liability (Coverage B) and shall have limits not less than \$500,000.00.
- 2) Public Liability Insurance:
 - a) Comprehensive General Liability Insurance which is the basic coverage for the Contractor for his negligent acts, errors, and omissions.
 - b) Contractor's Protective Liability Insurance which protects the contractor from liability arising from any negligent acts of his subcontractors.
 - c) Blanket Contractual Liability Insurance which is an extension of the regular general liability policy to cover any written contract entered into by the insured contractor.

- d) Completed Operations Liability Insurance which is a form of insurance extending the time limit of the general liability policy to cover claims that may arise after work has been completed and turned over to the Owner.

Contractor's Comprehensive Liability Insurance including Automobile. Combined single limit or equivalent split limits:

Bodily Injury Each person.....	\$1,000,000.00
Each Occurrence.....	\$1,000,000.00
Annual Aggregate.....	\$2,000,000.00

Property Damage including completed Operations Broad Form:

Each Occurrence.....	\$1,000,000.00
Annual Aggregate.....	\$2,000,000.00

Automobile Liability - Owned, Non-owned and hired:

Bodily Injury & Property Damage.....	\$1,000,000.00
(Combined Single Limit)	

- 3) Each policy shall provide that such policy cannot be altered or cancelled without first giving at least twenty (20) consecutive calendar days notice with such twenty (20) consecutive calendar days commencing after receipt by the Owner. This may be accomplished by either appearing in the body of the policy or by an appropriate endorsement or rider to the policy.

QUALITY:

All items offered under this invitation shall be of the highest quality, shall be in strict accordance with the manufacturer's published specifications and shall be to the Owner's satisfaction. The bidder shall ensure that all items offered shall be of superior quality.

NOTE:

Bidders who conduct business with Marshall County Government must comply with TCA 50-1-103 (regarding employment of illegal aliens). Violation of this statute could result in a suspension of appropriate licensure and loss of business with Marshall County.

**Bidders must also be able to provide a copy of a valid business license.
(At the request of Marshall County)**

Failure to comply with the above may be cause for the rejection of the bid.



Marshall County Government
Specifications

Item: Food Service
Department: Sheriff / Jail

Friday, April 14, 2023 @ 2:00 PM Local Prevailing Time

NARRATIVE:

The Marshall County Government is requesting proposals for food services at the Marshall County Jail located at 150 East Church Street, Lewisburg, TN 37091.

The successful bidder will be expected to provide all food, food products, condiments, supplies, equipment, beverages, food service, employee salaries, fringe benefits, food service and management which may be or may become necessary in the performance of a complete and viable food service program for the Marshall County Jail operation. Equipment to be provided by the Food Service Company will be in addition to that equipment which is in place and which will be provided by the Marshall County Jail. All offerings made under this invitation shall meet or exceed the detailed requirements as set forth in the attached minimum specifications, drawings and plans, if any. All values specified in the invitation shall be considered as minimums, unless otherwise specified.

SPECIFICATIONS:

GENERAL:

The jail is designed for 283 inmates.

FOOD SERVICE PRICING:

All proposed pricing must be firm for a minimum period of twelve (12) months from the date of RFP submittal. Meal cost breakdowns are to be provided on the following basis below; however, the Marshall County Sheriff Department will also accept an additional sliding scale with additional points for consideration.

- 0 to 200
- 201 to 300
- 301 plus
- Cost of “snacks” as required
- Cost of “visitor” meals

FOOD SERVICE:

The following guidelines are considered as minimum requirements:

- Foods to be provided are to be nutritious.

- Three meals are to be served each day.
- At least two hot meals per day.
- Foods and food service are to be provided for each day of the year and must be provided in strict accordance with State of Tennessee established laws, rules and regulations.
- Meals are to conform to religious requirements and medically ordered as and when required.
- Meals which are to conform to religious requirements and which are medically ordered shall be at the same cost.
- “Sack” lunches shall be prepared for work crews as required.
- Meals prepared but which exceed the official census shall not be charged to Marshall County.
- Coffee service for the Sheriff Department is hereby made a part of this proposal request and shall be at no additional cost to Marshall County.

NOTE: Any additional foods or beverages which are to be charged to Marshall County shall have prior written requests issued and authorized by the Marshall County Sheriff.

PERMITS, INSURANCES, BONDS and CERTIFICATES:

The successful bidder is responsible for all necessary operating permits.

Performance Bond: The successful bidder shall provide a Surety Bond or Cashier’s Check made payable to Marshall County in the total amount of One Hundred Per Cent (100%) of the Annual Contract Price. Said Surety will cover the faithful performance of the Contract and the payment of all obligations arising there under in such form as the Owner may prescribe. The premium for these sureties shall be borne by the successful bidder. These bonds shall remain in effect at least one year beyond the date when final payment becomes due, except as otherwise provided by law or Regulation or by the Contract Documents. Attorneys-in-fact who sign Performance Bonds must file with each bond a certified and effectively dated copy of their Power-of Attorney. All Bonds shall be in the forms as prescribed by Law or Regulation or by the Contract Documents. The Surety Bond or Bank Cashier’s Check, made payable to Marshall County, shall be delivered within ten (10) days of the date of notice in writing to the successful bidder that he has been awarded the Contract. The obtaining by the successful bidder of the securities shall be a condition precedent to the execution of the contract between the Owner and successful bidder. Personal or Company checks are not acceptable as performance and/or payment bonds.

QUALIFICATIONS OF BIDDER:

The Owner may make such investigations as he deems necessary to determine the quality of the bidder to perform the work, and the bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bidder if the evidence submitted by, or investigations of such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein.

EMPLOYEES:

- Marshall County shall retain the right to screen all prospective employees of the successful bidder prior to that prospective employee reporting to work.
- No employee with a felony conviction will be allowed to work in the Marshall County facility.
- Employees will be subject to strict ingress and egress procedures as established by the Sheriff Department.

HOUSEKEEPING:

1. The premises must be kept clean and sanitary at all times and available for inspection by the Sheriff or his designee.
2. Safety and security of the premises is subject to inspection by the Sheriff or his designee at any time, with or without prior notice.
3. Equipment Care: Any equipment under the care and supervision of the eventual successful bidding company and which is damaged or damaged while under the care and supervision of that company shall be replaced or repaired at no cost to Marshall County (Normal wear and tear excluded.).

CUSTOMER SERVICE:

The successful bidder must provide an active customer service assistance with a local representative, who shall be totally familiar with the contract and have the ability to serve the needs of the County as required. Provide below the required local representative information:

Name: _____

Address: _____

Telephone: _____

E-Mail Address: _____

REPORTING and INVOICING:

- Daily Report: See “Exhibit “A” attached.
- Weekly Report: See “Exhibit “B” attached

PREFERRED BILLING METHOD:

- Invoice(s) must be rendered at the end of each four week cycle for the previous four week cycle meal provisions.
- Invoice(s) should be scheduled for payment by the fifteenth of the calendar month in which the invoice is submitted.

TERMINATION OF AGREEMENT:

Marshall County reserves the right to terminate any resulting agreement at any time with or without cause or reason by giving thirty (30) days advance written notification.

MISCELLANEOUS:

Prospective Bidder(s) should also provide the following with the proposal submittal:

- A complete company profile to include main corporate address and officers names.
- A general history of the company.
- Outline of anticipated inmate labor requirements.
- Sample menus:
 - Proposed daily.
 - Proposed Holiday.
 - Proposed Sack Lunch.
 - Emergency Disaster.
 - Medical Diet.
 - Religious Diet.
- Purchasing specifications.
- Statement of Nutritional Adequacy from a registered dietician certified in the State of Tennessee.
- A list of bidder supplied equipment required in addition to existing County equipment.
- A contingency plan in the event of a site specific power failure, equipment failure, flood, fire or other “Acts of God”.
- An organizational chart for this site to include salaries, wages, benefits and schedules.
- A list of anticipated costs to the Marshall County Government other than the per meal costs.
- Based on a site inspection of the facility, specify exactly how meals will be delivered and stationed at the jail.
- Specifically whether meals will be bulk delivered or broken down to different locations by the vendor.
- Marshall County will reserve the right to negotiate with the lowest and best bidder and in the event that an impasse is reached, Marshall County reserves the right to move the next bidder in line.

Please provide at least five (5) customers with the proposed food service running within the State of Tennessee or any Contiguous State and which is managed by your company. Please provide customer name, contact person, current phone number, fax number and email, so that we may contact the referenced customer.

NOTE: The reference list below **MUST** be returned with the RFP submittal.

REFERENCES

#1:

Name

Title

Company Name

Address 1

Address 2

Phone Number

Fax Number

Email Address

#2:

Name

Title

Company Name

Address 1

Address 2

Phone Number

Fax Number

Email Address

#3:

Name

Title

Company Name

Address 1

Address 2

Phone Number

Fax Number

Email Address

#4:

Name

Title

Company Name

Address 1

Address 2

Phone Number

Fax Number

Email Address

#5:

Name

Title

Company Name

Address 1

Address 2

Phone Number

Fax Number

Email Address

COMPANY NAME
MARSHALL COUNTY
DAILY MEAL COUNT SHEET

Date: _____

Circle One: Breakfast Lunch Dinner

Work House: _____

Max Security Pod: _____

Female Pod: _____

Juvenile: _____

Officers: _____

Booking: _____

Working Program:
(Bag Lunch) _____

Call Backs: _____

Medical: _____

Religious: _____

Total Meals Served: _____

Food Management Representative Signature: _____
Date: _____
Marshall County Representative Signature: _____
Date: _____

Exhibit "A"

Weekly Summary

Day	Meal	Total Meals			Price per Meal			Totals per Meal				
		Staff	Inmate	Others	Staff	Inmate	Others	Staff	Inmate	Others		
Sat	Breakfast											
Sat	Lunch											
Sat	Dinner											
Sat												
Sun	Breakfast											
Sun	Lunch											
Sun	Dinner											
Sun												
Mon	Breakfast											
Mon	Lunch											
Mon	Dinner											
Mon												
Tue	Breakfast											
Tue	Lunch											
Tue	Dinner											
Tue												
Wed	Breakfast											
Wed	Lunch											
Wed	Dinner											
Wed												
Thur	Breakfast											
Thur	Lunch											
Thur	Dinner											
Thur												
Fri	Breakfast											
Fri	Lunch											
Fri	Dinner											
Fri												
Totals												

Invoice #	Staff Meals	Quantity X Price = Total \$
	Inmate Meals	Quantity X Price = Total \$
	Other Meals	Quantity X Price = Total \$
Total	Invoice Total	\$

Exhibit "B"

RESPONSE TO REQUEST FOR PROPOSAL (LETTER OF INTENT)

Proposal Invitation: **FOOD & LIMITED COMMISSARY SERVICE – MARSHALL COUNTY JAIL**

Proposal Due Date: Friday, April 14, 2023 @ 2:00 P.M. local prevailing time.

Please return this form *immediately* upon receipt of the “Request for Proposal” invitation to the following address:

Assistant Director of Accounts and Budgets for Marshall County Government
Attn: Baleigh Smith
2205 Courthouse Annex
Lewisburg, TN 37091

Or:

Fax to Baleigh Smith
@ 931-359-0551

Place an X in one of the following boxes:

- I intend to submit a proposal following the required format provided in the “Proposal Invitation”, “Vendor Instructions” and “Proposal Form”.
- I do not wish to submit a proposal at this time, but keep me on the Proposal Opportunity List.

Vendor Name

Address One

Address Two

City, State, Zip

Vendor Representative & Title (Printed)

Signature

Date



Marshall County Government
Proposal Form

Item: Inmate Food Service
Department: Sheriff / Jail

Friday, April 14, 2023 @ 2:00 PM Local Prevailing Time

SIGNATURE PAGE

- 1. The undersigned BIDDER proposes and agrees, if this bid is accepted and successful, to enter into an agreement with Marshall County, Tennessee to perform and/or furnish the goods and/or services at the prices indicated below in accordance with the terms and conditions detailed in the Invitation to Bid.**
2. This bid is genuine and not made in the interest or on behalf of any undisclosed person, firm, or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid; BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any other bidder or over Marshall County, Tennessee.
3. Title VI of the Civil Rights Act of 1964. All interested parties, without regard to race, color or national origin, shall be afforded the opportunity to bid and shall receive equal consideration. Please assist us with our compliance efforts by completing the optional statistical information requested below.

Food Service: Costs per Meal

0 to 200	_____
201 to 300	_____
301 and up	_____
Snack (cost per each)	_____
Visitor Meals	_____

Submitted on _____, 2023

Company Name _____ Fed ID # _____

Address _____ Phone (____) ____ - _____

_____ Fax (____) ____ - _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Optional Title VI Information for Bidder:			
Sex:	Male _____	Female _____	Other _____
Race:	White Non-Hispanic _____	Hispanic _____	Black Non-Hispanic _____
	Asian _____	American Indian _____	Other _____

Iran Divestment Act

“By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not **a person included within the list created pursuant to T.C.A. §12 – 12 – 106.**”

Non-Boycott of Israel

“By submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to T.C.A. §12-4-1 and will not during the term of any award.

NOTE: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.

ACKNOWLEDGEMENT: The undersigned hereby acknowledges receipt of these affidavits and certifies that the submittal in response to this solicitation is in full compliance with the listed requirements. Failure to properly acknowledge issues concerning the above is ground for bid rejection and may subject the signer to penalties as directed by the appropriate laws.

Company Name (Proposer/Contractor)

Print Name: _____

Signature: _____

Title: _____

Date: _____