

# **Request for Proposals**

## **North Central Regional Planning Commission Regional Safe Streets for All (SS4A) Action Plan**

### **Introduction:**

The North Central Regional Planning Commission requests for proposal (RFP) from firms to assist the North Central Regional Planning Commission, as described in this document.

For the purpose of this RFP, the North Central Region is managing a SS4a project for an eight-county area including Clay, Cloud, Lincoln, Marshall, Mitchell, Ottawa, Republic and Washington counties in Kansas.

### **SS4A Proposal Scope:**

- The plan will be a single region action plan for adoption by North Central Regional Planning Commission and the counties above.
- The plan will include a safety analysis and road-safety analysis for roadways throughout the eight county area.
- Recommend low-cost strategies with high impact to improve safety throughout the region, identify and utilize innovative technologies and strategies to promote safety and equity in developing evidence-based projects and strategies.
- Performing public involvement and coordination with local officials, NCRPC Staff, stakeholder groups, and facilitating discussions within the region
- All additional requirements and activities designated in the SS4A Self Certification Eligibility Worksheet (attached); and, Action Plan Components (Attached)

### **Contract Requirements:**

- Representations and commitments provided in firms submitted proposal to North Central Regional Planning Commission in response to this RFP
- Requirements as described in Appendix II to 2 CFR part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards (attached)
- Price and negotiation of contract per 2 CFR 200.234 following selection of most qualified firm
- Affirmative efforts to solicit small minority and women business enterprises for any sub-contract work per 2 CFR 200.231

### **Project Overview:**

#### Scope of Work

North Central Regional Planning Commission is seeking professional services from qualified firms to develop a Safe Streets for All Action Plan for the eight counties described above.

The consultant should have an excellent working knowledge of the SS4A program and State and Federal Grant Programs.

#### Schedule

**Estimated Project Start Date:** September 2026

**First Draft Complete:** December 31, 2027

**Final Draft Complete:** March 31, 2028

### Project Deliverables

The selected consultant will deliver the reports/plans to the North Central Regional Planning Commission in conjunction with the above schedule. After submission of the first draft, North Central Regional Planning Commission and Stakeholders will review. After review, the firm will be expected to revise to include comments and complete a final draft of the reports/plans by the deadline provided above.

### Firm Selection

North Central Regional Planning Commission will select a consultant based on Firm capabilities, past project experience, Technical Approach methods, and key staff and personnel assigned to the project. Qualifying firms must demonstrate experience managing federal grant projects similar to the SS4A programs.

Responses to this request for Proposals (RFP) shall include the following sections (in order of importance):

- A. **Consultants' Qualifications and Capabilities: (75 Points)** Describe the qualifications and capabilities of the consultant as they relate to managing and complying with federal contracts. *Response to this section shall not exceed two (2) pages.*
- B. **Past Project Experience: (60 Points)** Include project summaries of relevant projects completed in Kansas or surrounding states. Summarize the scope of work and provide client contact information. *Response to this section shall not exceed three (3) pages.*
- C. **Technical Approach: (50 Points)** Describe the technical approach that will be used to complete the tasks as described in this RFP. Include how the consultant plans to engage regional stakeholders. *Response to this section shall not exceed five (5) pages.*
- D. **Key Staff Assigned to the Project: (40 Points)** Identify specific personnel assigned as the Project Manager and the Lead Technical staff for the project. Personnel identified in the proposal must be the principal staff that will work on the project and represent the majority of hours billed to the project. *Resumes shall not exceed three (3) pages in length.*  
To perform the work, project staff must meet all local, state, and federal requirements. Certified or licensed professionals must be used to perform the work as required. *Response to this section shall not exceed three (3) pages.*

### **Required Acknowledgements and Certifications**

In addition to the above evaluation factors, responses to the RFP shall also include completed statement regarding History of Debarment Certification, and Anti-Lobbying Act certification as required by 2 CFR 200. (attached)

### **Proposal Information**

No questions shall be directed to, or contact made with, any other than as referred to herein concerning this RFP until a Firm is selected. Violating this prohibition may result in the disqualification of the consultant from further consideration. The Organization is not obligated to enter into any contract based on any submittal in response to the RFP. The Organization reserves the right to request additional information from any consultant submitting under this RFP if the organization deems such information necessary to evaluate the consultant's qualification fully. The Organization reserves the right to waive informalities and minor irregularities in submittals and determine what constitutes informalities and minor irregularities. Consultants shall be responsible, for all costs associated with their submittal.

**Any questions concerning this RFP**, requests for additional information, or any other questions shall be directed to:

Laura Leite  
North Central Regional Planning Commission  
109 N. Mill, PO Box 565  
Beloit, KS 67420  
[l.leite@ncrpc.org](mailto:l.leite@ncrpc.org)

By **4:00 p.m. July 20, 2026**. Responses, if any, shall be in writing.

Questions or requests for additional information shall be conveyed in writing. Responses to any questions will be provided to all people who have been provided with the RFP.

In its sole discretion, the Organization reserves the right to reject all submissions, reissue a subsequent RFP, terminate, restructure, or amend this procurement process at any time. This RFP is not a bid. Evaluation of respondent qualifications will use the evaluation criteria contained herein. The Organization may contact any consultant after receiving its submittal to seek clarification on any portion thereof. The Organization reserves the right to request additional information from any consultant if the Organization deems such information necessary to evaluate the consultant's qualifications.

In the event the organization elects to negotiate a contract with a selected consultant, the Organization reserves the right to negotiate such terms and conditions of the agreement, including, but not limited to; scope, role, price, and staffing, which may be in the best interest of the Organization.

### **Submission**

Submit one (1) hard copy and (1) electronic PDF of the Request for Proposals.

The deadline for proposals is **4:00 p.m. Monday, July 27, 2026**. Send proposals to the following addresses based on the method of delivery:

### **United States Postal Service Delivery**

North Central Regional Planning Commission

ATTN: Laura Leite  
PO Box 565  
Beloit, KS 67420

NOTE: **Receipt must be no later than 4pm on Tuesday, July 27, 2026.** \*Note overnight delivery by USPS, UPS or FedEx is not reliable. Please allow sufficient time.

**Hand Delivery**

North Central Regional Planning Commission  
109 N Mill  
Beloit, KS 67420

**Email Delivery**

[l.leite@ncrpc.org](mailto:l.leite@ncrpc.org)

## NOTES FOR RFP PROPOSALS

### Attachments:

1. Safe Streets and Roads for All Self-Certification Eligibility Worksheet
2. 2 CFR part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards
3. Safe Streets and Roads for All Action Plan Components
4. Anti Lobbying Form (to be submitted with proposal)
5. History of Debarment Certification Form (to be submitted with proposal)

All applicants should follow the instructions in the NOFO to correctly apply for a grant. See the [SS4A website](#) for more information.

Table 1 of the [SS4A NOFO](#) describes [seven components of an Action Plan](#), which correspond to the questions in this worksheet. Applicants should use this worksheet to determine whether their existing plan(s) contains the required components to be considered an eligible Action Plan for SS4A.

This worksheet is required for all SS4A **Implementation Grant** applications and any **Planning and Demonstration Grant applications to conduct Supplemental Planning/Demonstration Activities only**. Please complete the form in its entirety, do not adjust the formatting or headings of the worksheet, and upload the completed PDF with your application.

## Eligibility

An Action Plan is considered eligible for an SS4A application for an Implementation Grant or a Planning and Demonstration Grant to conduct Supplemental Planning/Demonstration Activities if the following two conditions are met:

- You can answer "YES" to Questions **3, 6, and 8** in this worksheet; *and*
- You can answer "YES" to **at least three of the five remaining** Questions, **1, 2, 4, 5, and 7**.

If both conditions are not met, an applicant is still eligible to apply for a Planning and Demonstration Grant to fund the creation of a new Action Plan or updates to an existing Action Plan to meet SS4A requirements.

## Applicant Information

Lead Applicant: \_\_\_\_\_

UEI: \_\_\_\_\_

## Action Plan Documents

In the table below, list the relevant Action Plan and any additional plans or documents that you reference in this form. **Up to three plans or documents may be included**. Please provide a hyperlink to any documents available online or indicate that the Action Plan or other documents will be uploaded in Valid Eval as part of your application. Note that, to be considered an eligible Action Plan for SS4A, the plan(s) coverage must be broader than just a corridor, neighborhood, or specific location.

Document Title	Link	Date of Most Recent Update



# Action Plan Components

For each question below, answer "YES" or "NO." If "YES," list the relevant plan(s) or supporting documentation that address the condition and the specific page number(s) in each document that corroborates your response. This form provides space to reference multiple plans, but please list only the most relevant document(s).

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## 1. Leadership Commitment and Goal Setting

Are **BOTH** of the following true?

- A high-ranking official and/or governing body in the jurisdiction publicly committed to an eventual goal of zero roadway fatalities and serious injuries; and
- The commitment includes either setting a target date to reach zero OR setting one or more targets to achieve a reduction in roadway fatalities and serious injuries by a specific date.

**YES**

**NO**

*Note: This may include a resolution, policy, ordinance, executive order, or other official announcement from a high-ranking official and the official adoption of a plan that includes the commitment by a legislative body.*

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

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## 2. Planning Structure

To develop the Action Plan, was a committee, task force, implementation group, or similar body established and charged with the plan's development, implementation, and monitoring?

**YES**

**NO**

*Note: This should include a description of the membership of the group and what role they play in the development, implementation, and monitoring of the Action Plan.*

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)



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### 3. Safety Analysis

Does the Action Plan include **ALL** of the following?

- Analysis of existing conditions and historical trends to provide a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region;
- Analysis of the location(s) of crashes, the severity, contributing factors, and crash types;
- Analysis of systemic and specific safety needs, as needed (e.g., high-risk road features, specific safety needs of relevant road users, or post-crash care and emergency response); and,
- A geospatial identification (geographic or locational data using maps) of higher risk locations.

**YES**

**NO**

*Note: Availability and level of detail of safety data may vary greatly by location. The [Fatality and Injury Reporting System Tool \(FIRST\)](#) provides county- and city-level data. When available, local data should be used to supplement nationally available data sets.*

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

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### 4. Engagement and Collaboration

Did development of the Action Plan include **ALL** of the following activities?

- Engagement with the public and relevant stakeholders, including the private sector and community groups;
- Incorporation of information received from the engagement and collaboration into the plan; and
- Coordination that included inter- and intra-governmental cooperation and collaboration, as appropriate.

**YES**

**NO**

*Note: This should include a description of public meetings, participation in public and private events, and proactive meetings with stakeholders.*

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)



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## 5. Policy and Process Changes

Are **BOTH** of the following true?

- The plan development included an assessment of current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize safety; and
- The plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards.

**YES**

**NO**

*Note: This may include existing and/or recommended Complete Streets policy, guidelines for community engagement and collaboration, policy for prioritizing areas of greatest need, local laws (e.g., speed limit), design guidelines, and other policies and processes that prioritize safety.*

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

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## 6. Strategy and Project Selections

Does the plan identify a comprehensive set of projects and strategies to address the safety problems in the Action Plan, with information about time ranges when projects and strategies will be deployed, and an explanation of project prioritization criteria?

**YES**

**NO**

*Note: This should include one or more lists of community-wide multi-modal and multi-disciplinary projects that respond to safety problems and reflect community input, indication of expected time ranges to complete each project, and a description of how your community will prioritize projects in the future.*

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)



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## 7. Progress and Transparency

Does the plan include **BOTH** of the following?

**YES**

- A description of how progress will be measured over time that includes, at a minimum, outcome data.
- The plan is posted publicly online.

**NO**

*Note: This should include a progress reporting structure and list of proposed metrics.*

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

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## 8. Action Plan Date

Was at least one of your plans finalized and/or last updated between 2021 and May 26, 2026?

**YES**

**NO**

*Note: Updates may include major revisions, updates to the data used for analysis, status updates, or the addition of supplemental planning documents, including but not limited to an ADA Transition Plan, one or more Road Safety Audits conducted in high-crash locations, or a Vulnerable Road User Plan.*

If "YES," please list your most recent document, date of finalization, and page number(s) that corroborate your response.

Document Title	Date of Most Recent Update	Page Number(s)





## Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

*In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.*

<b>Remedies</b>	Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
<b>Termination For Cause &amp; Convenience</b>	All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.
<b>Equal Employment Opportunity (EEO)</b>	Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity”, as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
<b>Davis-Bacon Act</b>	When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
<b>Copeland “Anti-Kickback” Act</b>	The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act, as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.





<b>Contract Work Hours &amp; Safety Standards Act</b>	Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
<b>Rights to Inventions Made Under a Contract or Agreement</b>	If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.
<b>Clean Air &amp; Water Pollution Control Act</b>	Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act as amended. Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
<b>Debarment and Suspension</b>	A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 and 12689, “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
<b>Byrd Anti-Lobbying Amendment</b>	Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.



# Safe Streets and Roads for All Action Plan Components

This document is not meant to replace the NOFO. Applicants should follow the instructions in the NOFO to correctly apply for a grant. See the SS4A website for more information: <https://www.transportation.gov/SS4A>

## Leadership Commitment and Goal Setting



An official public commitment (e.g., resolution, policy, ordinance, etc.) by a high-ranking official and/or governing body (e.g., Mayor, City Council, Tribal Council, MPO Policy Board, etc.) to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:

- (1) the target date for achieving zero roadway fatalities and serious injuries, OR
- (2) an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.



## Planning Structure

A committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.



## Safety Analysis

Analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region. Includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, people walking, transit users, etc.). Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographic, and structural issues, etc.). To the extent practical, the analysis should include all roadways within the jurisdiction, without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a High-Injury Network or equivalent).

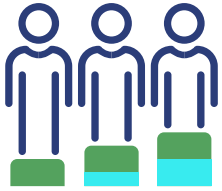


## Engagement and Collaboration

Robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practical.



# Safe Streets and Roads for All Action Plan Components



## Equity Considerations

Plan development using inclusive and representative processes. Underserved communities\* are identified through data and other analyses in collaboration with appropriate partners. Analysis includes both population characteristics and initial equity impact assessments of the proposed projects and strategies.



## Policy and Process Changes

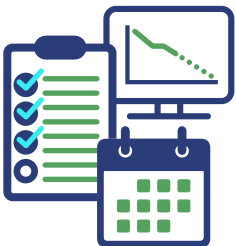
Assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve how processes prioritize transportation safety. The Action Plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards, as appropriate.



## Strategy and Project Selections

Identification of a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan. These strategies and countermeasures focus on a Safe System Approach, effective interventions, and consider multidisciplinary activities. To the extent practical, data limitations are identified and mitigated.

Once identified, the list of projects and strategies is prioritized in a list that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The list should include specific projects and strategies, or descriptions of programs of projects and strategies, and explains prioritization criteria used. The list should contain interventions focused on infrastructure, behavioral, and/or operational safety.



## Progress and Transparency

Method to measure progress over time after an Action Plan is developed or updated, including outcome data. Means to ensure ongoing transparency is established with residents and other relevant stakeholders. Must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries, and public posting of the Action Plan online.

\* An underserved community as defined for this NOFO is consistent with the Office of Management and Budget's Interim Guidance for the Justice40 Initiative <https://www.whitehouse.gov/wp-content/uploads/2021/07/M-21-28.pdf> and the Historically Disadvantaged Community designation, which includes U.S. Census tracts identified in this table <https://datahub.transportation.gov/stories/s/tsyd-k6ij>; any Tribal land; or any territory or possession of the United States.



# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013  
Expiration Date: 06/30/2028

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
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**4. Name and Address of Reporting Entity:**  
 Prime     SubAwardee

\* Name

\* Street 1  Street 2

\* City  State  Zip

Congressional District, if known:

**5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:**

<b>6. * Federal Department/Agency:</b> <input type="text"/>	<b>7. * Federal Program Name/Description:</b> <input type="text"/> Assistance Listing Number, if applicable: <input type="text"/>
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<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text"/>
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**10. a. Name and Address of Lobbying Registrant:**

Prefix  \* First Name  Middle Name

\* Last Name  Suffix

\* Street 1  Street 2

\* City  State  Zip

**b. Individual Performing Services** (including address if different from No. 10a)

Prefix  \* First Name  Middle Name

\* Last Name  Suffix

\* Street 1  Street 2

\* City  State  Zip

**11.** Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**\* Signature:**

\*Name: Prefix  \* First Name  Middle Name

\* Last Name  Suffix

Title:  Telephone No.:  Date:

**Certification by Prospective Participants as to current history regarding debarment, eligibility, indictments, convictions, or civil judgments**

\_\_\_\_\_  
*President, Chairman, or Authorized Official*

being duly sworn (or under penalty of perjury under the laws of the United States), certifies that, except as noted below, \_\_\_\_\_

\_\_\_\_\_  
*Agency or Company*

or any person associated therewith in the capacity of \_\_\_\_\_

\_\_\_\_\_  
*Owner, partner, director, officer, principal investigator, project director, manager, auditor,  
or any other position involving the administration of federal funds*

is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;

has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three years;

does not have a proposed debarment pending; and

has not been indicted, convicted, or had a civil judgment rendered against (it) by a court of competent jurisdiction in any manner involving fraud or official misconduct within the past three years;

Exceptions \_\_\_\_\_

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder or respondent responsibility. For any exceptions noted, indicate below to whom it applies, initiating agency, and dates of action.

\_\_\_\_\_  
\_\_\_\_\_  
Providing false information may result in criminal prosecution or administrative sanctions.

\_\_\_\_\_  
Signature

Sworn to before me, a Notary Public in and for  
the County of \_\_\_\_\_, State of \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission expires \_\_\_\_\_