All questions must be answered with clear and comprehensive data; if necessary, add additional pages. A Microsoft Word version of this form is available at [https://www.restorelongcreek.org/‌documents](https://www.restorelongcreek.org/documents) under “Requests for Proposals.”

1. Legal name of proposer and primary contact person:

1. Proposer’s office address, telephone, email:
2. Business’s organizational structure (*e.g.* sole proprietorship, corporation, LLC):
3. Please provide the year the proposer’s business was first organized:
4. If a legal entity (*e.g.* corporation, LLC), provide the state in which the business is organized:
5. How many years has proposer been in business under the current business name?
6. UWork of a Similar NatureU. Please provide examples of other work of a similar nature to that stated in the Statement of Work, including references that will assist LCWMD to judge experience, skill, and business standing:

|  |  |  |  |
| --- | --- | --- | --- |
| Contract Amount | Project Type and Location | Month/Year Completed | Name, Address, Contact Person and Telephone Number of Project Owner |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. ULiquidated Damages:

Within the last five years has the proposer had liquidated damages assessed against it?

YES NO

If YES, please provide full details on attached sheets including the per diem amount of liquidated damages, the original contract time, and the number of days for which liquidated damages were accrued and/or assessed. Please feel free to include a written summary of your position on the matter.

1. UTerminations, Suspensions or Defaults:
   1. Within the last five years has a contract of the proposer been terminated or suspended for cause?

YES NO

* 1. Within the last five years has another party (*e.g.* surety) completed work which the proposer was originally responsible to perform?

YES NO

* 1. Within the last five years has the proposer been considered in default of a contract that was not cured within the time frame allowed by the contract?

YES NO

If the answer to any of questions 9(a)-(c) is YES, please provide full details on attached sheets. Please feel free to include a written summary of your position on the matter.

1. UDebarments, *etc*.U:
   1. Within the last five years, has the proposer been debarred for any reason by any federal, state, or local government or procurement agencies?

YES NO

* 1. Within the last five years has the proposer refrained from bidding for any reason, such as suspension or agreement not to bid, or as part of the settlement of a dispute of any type with any federal, state, or local government or procurement agencies?

YES NO

If the answer to either of questions 10(a) or (b) is YES, please provide full details on attached sheets. Please feel free to include a written summary of your position on the matter.

1. UClaims History:

Within the last five years has the proposer been a party to a claim with an originally claimed amount in excess of $50,000?

YES NO

If YES, please provide full details for each claim on attached sheets including (a) whether the claim was brought by or against the proposer, (b) the nature of the dispute underlying the Claim, (c) originally claimed amounts, (d) the resolution of such claims (including the amount) or if unresolved, the current status of such claims, and (e) a written summary of your position on the matter (if desired).

1. List your major equipment available to perform the work identified in the RFP.
2. Please list information for your key personnel such as Project Manager, Office Manager, Project Superintendent, Quality Control, Safety Oversight, and Foreperson that would be assigned to this contract, if awarded.

|  |  |  |
| --- | --- | --- |
| UName | URelevant Licenses orU UCertifications | UExperienceU U(# Years) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. List any subcontractors whom you would expect to use and the general components of the Project for which they will be responsible. Indicate other projects on which the proposed subcontractor has worked with you.
2. UQualifications and ExperienceU:
   1. Describe proposer’s demonstrated experience with work of a similar scope.
   2. Describe proposer’s experience sweeping technologies required by the work.

* 1. Describe proposer’s ability to complete the work on time with respect to staff and equipment.
  2. Describe proposer’s safety record and related training during the three years prior to the proposal submission date.

17. UPavement Sweeping Unit PricesU:

The undersigned proposes to perform the work described in the Pavement Sweeping Services RFP dated December 14, 2023, inclusive, at the following per acre unit costs:

|  |  |  |  |
| --- | --- | --- | --- |
| Sweeping Event | Acres | Unit Price Per Acre | Price per Event  (# of acres x unit price) |
| Spring Sweep: Large Particle Collection | 300 | $ | $ |
| Spring Sweep: Collection of Fines | 300 | $ | $ |
| Hot Spot Sweep (August) | 68 | $ | $ |
| Hot Spot Sweep (September) | 68 | $ | $ |
| Fall Sweep | 300 | $ | $ |
| TOTAL ANNUAL COST | | | $ |

The proposer, by submitting a proposal, agrees: that it has carefully read and fully understands the information provided by LCWMD in the Pavement Sweeping Services RFP dated December 14, 2023 to serve as the basis for submission of its proposal to perform the work of the Pavement Sweeping Services RFP on which is it submitting a proposal; that it has the capability to successfully undertake and complete the responsibilities and obligations of the submitted proposal; that it has completed attached forms and is submitting the same as part of its proposal; that the information contained within its proposal is true and correct to the best of its knowledge; that it did not, in any way, collude, conspire, or agree, either directly or indirectly, with any person, firm, corporation, or other proposer in regards to the amount, terms or conditions of its proposal; that by the submission of a proposal, the proposer acknowledges that LCWMD has the right to make any inquiry it deems appropriate to substantiate or supplement information supplied by the proposer, and the proposer hereby grants LCWMD permission to make said inquiries; and that it shall provide LCWMD any and all requested documentation in a timely manner.

By signing below, the undersigned also agrees to the following:

* That all work will be performed in compliance with the Statement of Work in the RFP, at a minimum, and that documentation described in the RFP shall be submitted to the LCWMD prior to requesting compensation, and to accept as full compensation therefore such prices as agreed upon in writing;
* That they are prepared to begin work as early as April 1, 2024;
* That this offer is to continue open to acceptance for sixty (60) days after the proposal deadline, and LCWMD may at any time without notice accept this proposal whether any other proposal has previously been accepted or not;
* That unit prices included in this proposal shall be honored for a period of sixty (60) days from the proposal deadline for the purposes of awarding a contract;
* That unit prices included in this proposal shall be in effect, without modification, escalation, or adjustment, through December 31, 2025, if an agreement is awarded;
* That it affirms the ability to sign the Services Agreement, a sample of which is included as ***Attachment C*** to the RFP, without material modification, and is prepared to do so;
* That it affirms the ability to provide the required insurance coverage and amounts, including required additional insureds identified in the Services Agreement, a sample of which is included as ***Attachment C*** to the RFP without modification, and is prepared to do so;
* That any officer or employee of LCWMD who has direct or indirect personal or financial interest in this proposal or in any portion of the profits which may be derived therefrom has been identified and the interest disclosed by separate attachment; and
* That compensation for items at the unit prices included in this Proposal Form shall be accepted as full compensation for the work specified.

[*SIGNATURE PAGE FOLLOWS*]

Dated at , this day of , 20 .

(Legal Name of Proposer)

By:

(Signature of Proposer)

Title: