



CENTRAL MISSISSIPPI 500 CoC REQUEST
FOR QUALIFICATIONS- Planning Director
(Advertisement)

The Central Mississippi 500 CoC, in collaboration with the members in the Central Mississippi 500 CoC which includes Copiah, Hinds, Madison, Rankin and Warren Counties in Mississippi, is issuing a Request For Qualifications (RFQ) for the following U. S. Department of Housing and Urban Development (HUD) program:

2015 and 2016 Continuum of Care (COC) – Director Planning/HMIS Grants
HMIS Grant - \$121,000
Planning Grant - \$55,000

Beginning Monday, January 23rd, 2017, RFQ packets will be available via email request at:

frontdesk@vicksburgha.org

All questions should be referred by email only on or before **January 31st** to:
Ben Washington, Chairman CoC at: frontdesk@vicksburgha.org

Proposals must be returned to the above email address by 5:00 p.m. Central Time, **February 3rd, 2017**. Proposals received after the aforementioned date and time will not be accepted.

The Central Mississippi 500 CoC reserves the right to reject and/or negotiate any and all proposals. Funding for this program is subject to appropriations from federal and city agencies.





INTENT

The Central Mississippi 500 CoC has been awarded FY2015 and FY2016 Continuum of Care HMIS and Planning Grants. The funding was requested and received to assist the Central Mississippi 500 CoC to dramatically lower what has been one of the single greatest barriers to this community's progress in timely meeting the fundamental goals of "Opening Doors - Federal Strategic Plan to Prevent and End Homelessness."

Regional fractionalization and failures of coordination and participation of public and private agencies throughout the designated region have contributed to missed opportunities to prevent and end regional problems of homelessness.

CoC efforts lose focus and impact when they are diffused in response to an uncontrolled flow of persons residing across the five county serving area.

All of the CoC's members are part of a compact region of urban and suburban counties and are contiguous. With greater coordination and participation, regionally, the CoC can accelerate efforts to end homelessness.

This begins by gathering and considering information on how as a regional community we can better and more effectively work together to prevent and end homelessness among veterans, to finish the job of ending chronic homelessness, to prevent and end homelessness for families, youth and children and to set on a path to end all types of homelessness in all of our regional communities.

Regional Planning Project FY 2016

HMIS - \$121,000

Planning Grant - \$55,000

Thus the Central Mississippi 500 CoC, seeks to convene an unprecedented regional planning process. The planning grant funds are available to fund a proposal submitted in response to this Request for Qualifications for expert and technical advice and assistance to organize, engage, convene and document a formal regional CoC planning process to be completed by December 31, 2017. The object of the process would be to develop a regional analysis and framework, including through use of social service data (HMIS) that would reveal opportunities for increased regional participation and coordination of homeless services.

Proposals should include a description of how expert advisors or consultants would assist the Central Mississippi 500 CoC and their regional partners to develop a work plan for the project at its inception and, provide updates and progress reports not less than every 30 days, and





produce a final progress report within 45 days of the project's completion. Proposals also should include a budget for an independent evaluation of the project.

Proposals may be submitted by a single qualified agency that would provide all project services (a "Solo Proposal") or a single qualified agency proposing to work collaborative by subcontracting some project services to other qualified agencies (a "Collaborative Proposal"). The proposed project has as an end date of December 31, 2017.

Proposals should describe how expert and technical assistance in each of these areas of planning and HMIS could be focused on coordinated entry and project evaluation in what increasingly should become a coordinated, regional homeless service system. Under HUD compliance activities, the proposal should describe how expert and technical assistance could be applied to expand active membership to include a broader representation of regional stakeholders beyond homeless service providers and agencies.

The budget was derived on the basis **in each** of following four eligible planning grant areas: (a) project evaluation (for CoC and ESG projects), (b) project monitoring activities, (c) CoC application activities, and (d) HUD compliance activities.

PROPOSAL REVIEW PROCESS

Applicants must make themselves available for interview by the Board of the Continuum of Care.

The Board may rank and review all proposals and present its analysis and recommendations regarding selection to the Members for consideration in the selection(s) made under this RFQ.

Proposals will be based on the following:

- The capacity and experience level of key staff of the applicant in timely meeting the intent and requirements as set out in the RFQ including meeting the attached Planning Directors Job Description. Availability of financial and operating resources as required to perform the work. **(20 Points)**
- The applicant's ability to adequately describe and address the requirements set out in the RFQ. **(15 Points)**
- The applicant's direct experience in providing or supervising services that are (a) funded by the U.S. Department of Housing and Urban Development's Continuum of Care Grant, and (b) in the activities that make up the Regional Planning Project. **(15 Points)**





- The applicant's depth of understanding of community resources, including the composition, strengths, weakness, capacity, and needs of Homeless Service and other service agencies, in achieving the goals of the projects subject to this RPQ – such that the applicant could immediately begin productive work under the Regional Planning Project. **(10 Points)**
- The applicant's knowledge of the Region, and social service delivery throughout the region, including programs that make up the Homeless Service delivery system in the Central Mississippi 500 CoC and throughout the other Continuums of Care providing homeless services in the region. **(10 Points)**
- The applicant's knowledge and experience in developing a regional multi-jurisdiction strategic plan in social service delivery, with a special emphasis on collaboration in the region. **(10 Points)**
- The applicant's availability to meet and confer with programs and the CoC communities to get direction, understanding and provide guidance toward the project goals. **(10 Points)**
- The applicant's experience in engaging in the activities of the Regional Planning Project including providing similar technical assistance and consulting services to other Continuums of Care nationally in such matters. **(4 Points)**
- The applicant's ability of the applicant to meet statutory, regulatory and ordinance requirements. **(3 Points)**
- The applicant's M/WBE and/or DBE participation. **(3 Points)**





**Central Mississippi 500 CoC 2015
CoC Planning Grant
REQUEST FOR PROPOSALS (RFP)
Application**

1. Name of Applicant: _____
2. Name of Program: _____
3. Program Address: _____
4. Phone: _____ E-mail: _____
5. Contact Person & Title: _____
6. Amount requested for: N/A

ALL DOCUMENTS MUST BE INCLUDED TO BE CONSIDERED FOR FUNDING
All proposals submitted to the CoC must include the following items:

Narrative:

The narrative should provide an overview of the proposed project. It should provide sufficient information to understand the scope of the project, the activities in which the applicant would engage and the cost of the proposed activities in keeping with the RFQ requirements.

Capacity and Experience:

The applicant should demonstrate a history of assessing the needs of and providing services to low-income individuals who are homeless, formerly homeless or at risk of becoming homeless. The applicant should describe similar programs operated by the organization that shows the effects of the services provided. The applicant should verify established working relationships with other organizations in the community to ensure a network of services to meet the described needs of Planning Grant Project.

Service Plan:

The plan should include services that will support the successful completion of the proposed Planning Grant Project, as well as a timeline for the planning, process and completion of the project.





Job Descriptions/ Resume:

All applicants must include the resume of key personnel (executive director, program director, case manager) that will serve as the Program Planning Director.

Detailed Budget:

The budget should be explained and justified in the proposal. Costs should be reasonable for the services of a **Planning Director to be provided including G&A expenses**. The services budgeted to reflect the proposed services to be provided in each of the categories of eligible activities for which services are sought and funding has been awarded should be listed, however cost do not have to be shown for those items.

Project Proposal

- Narrative
- Capacity and Experience
- Service Plan
- Resume
- Budget
- Sample Project progress tracking & reporting
- Means of independent project evaluation

Required attachments:

- Evidence of 501 (c) 3 status, if applicable
- Organizational Chart, If applicable
- Current List of the Board of Directors, if applicable
- Federal Form 990, if applicable
- Attachment A: Job description
- Attachment B: Completed Non-Collusive
- Attachment C: Completed HUD-5369C
- Attachment D: Completed Section 3 Plan
- Attachment E: Completed Certificate of Non-Organization Conflict of Interest





ATTACHMENT A

PLANNING DIRECTOR (Contractor)

Job Summary:

The Continuum of Care Planning Director is responsible for executing the agreement between the Central Mississippi 500 Continuum of Care and Stewpot Ministries as the Collaborative Applicant for the Continuum of Care (CoC) and the HMIS Agency. This includes providing year round CoC planning, support to the CoC Consortium, technical assistance, and oversight of all CoC related committees and Boards' adopted Action Plan to End Homelessness activities.

Essential Functions:

- Provide staff support and technical assistance/policy guidance to the CoC Board, its active committees, and the membership
- Develop and conduct an annual performance assessment process that is aligned with the HEARTH Act and Action Plan to End Homelessness that includes agency site visits, random case file reviews, and analysis of HMIS and financial management data
- Identify and/or respond to program requests for technical assistance or program refinement that will result in enhanced performance
- Lead the annual Point In Time count and Housing Inventory, informed by best practice standards and HUD requirements
- Support implementation of the HEARTH Act by sharing all relevant information, offering technical assistance and support to all CoC and ESG funded programs
- Provide annual gaps analysis and performance information to the district Cities and Counties and provide recommendations and support to the City for the Emergency Solutions Grant (ESG) funding process
- Provide at least annual assessments of the community's progress in reducing homelessness and systems-level analysis
- With input and assistance from the CoC and its Governing Council, develop and manage a coordinated assessment process that helps identify appropriate interventions for all individuals and families experiencing homelessness in the designated Counties
- Develop and submit the community's application for funding under the Continuum of Care program as the Collaborative Applicant, and coordinate the submission of program applications by the individual programs
- Apply annually for HUD CoC Planning grant, perform the required grant activities, and work to raise match for the Planning Grant
- Conduct on-going review and analysis of literature on homeless and other special needs populations
- Extract and analyzes local data on homelessness and other special needs populations from HMIS and other data sources
- Collect information on funding opportunities and works with Executive Director to develop applications for funding including HUD's annual Continuum of Care grant and others as assigned
- Develop, write, edit and/or contribute to needs assessments, grant applications, reports to funders, and presentations
- Work with Executive Director and other staff to prepare grant applications
- Work with Accountant /Bookkeeper to ensure review of grant subrecipient payment requests for eligibility and compliance with Federal regulations as well as ensuring timely requests for reimbursement from the grant funding source





- Represent Community Alliance for the Homeless in the community by attending planning meetings and serving on grant/application review committees
- Attend recommended training and conferences to ensure development of knowledge base
- Serve as main point of contact for the Central Mississippi 500 CoC
- Attend the following meetings: Membership, CoC Board, Coordinated Entry, HMIS Committee, and others as needed

Qualifications:

- Minimum of two (2) years experience
- Minimum of four year degree/ Master's degree preferred in a field of human services or related field
- Knowledge and experience in use of computer based systems
- Demonstrated research ability in identifying, locating and accessing primary and secondary local, statewide, regional and national statistics, studies and other research publications on homelessness and related issues and in analyzing/interpreting data/statistics/information resulting from that research.
- Demonstrated successful grant writing experience to HUD, HHS, other federal and local agencies
- Grant experience including familiarity with reading and interpreting Federal Regulations and guidelines
- High level of communication skills
- Oral communication skills to include public speaking to small and large groups
- Written communication skills to include knowledge of correct spelling, grammar and punctuation
- Strong interpersonal skills
- Ability to work well either alone or as part of a team
- Requires valid driver's license with own personal transportation and vehicle insurance

Core Behavioral Competencies

- **Attention to Detail**—Able to follow-detailed procedures and ensure accuracy in documentation and data. Carefully monitor processes. Organizes and maintains a system of records.
- **Commitment to Task**—Able to take responsibility for actions and outcomes and persists in spite of obstacles. Demonstrates dependability in difficult circumstances and shows a sense of urgency about getting results.
- **Coping**—Able to maintain a solution-oriented approach while dealing with interruptions and interpersonal conflict.
- **Service Focus**—Able to demonstrate a high level of service delivery. Able to be of service to difficult people. Deal effectively and proactively with service failures. Effectively prioritizes stakeholder and public needs.
- **Flexibility**—Able to perform a wide range of tasks and change focus quickly as demands change. Manage transitions effectively from task to task. Effectively adapts to varying stakeholder and public needs.
- **Quality**—Able to maintain high standards despite pressing deadlines. Does the work right the first time. Reinforces excellence as fundamental priority.
- **Team Work**—Able to share due credit with coworkers. Displays enthusiasm and promotes a friendly group working environment. Works closely with other groups as necessary. Supports group decisions and solicits opinions from coworkers. Displays team spirit.





Physical Demands:

- While performing duties of this job, the director is regularly required to sit, stand, walk, speak, and hear.
- The position requires extensive computer use so the employee must have sufficient hand dexterity to use a computer keyboard and be capable of reading a computer screen.
- The employee must occasionally lift and/or move up to 20 pounds.
- At times, the job can require long hours and work on weekends.
- Occasional long-distance travel is required to attend meetings, events, conferences and trainings.
- Reasonable accommodations may be made to enable otherwise qualified individuals with disabilities to perform the essential functions.

NON-COLLUSIVE AFFIDAVIT

Exhibit B

State of: _____

County of: _____

_____ being first duly sworn, depose and

says that he/she is _____
(Owner, a Partner, an Officer)

of the firm _____
(Company Name)

the party making the foregoing proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person to fix the bid price of affiant or any other bidder, or to fix overhead, profit or cost element of said bid price, or of that of any other bidder, or to secure any advantage against **The Central Mississippi 500 CoC** or of any person interested in the proposed contract: and that all statements in said proposal or bid are true.

Signature (Bidder, if bidder is an individual)
(Partner, if bidder is a partnership)
(Officer, if bidder is a corporation)

Date

Subscribed and sworn to before me this _____ day of _____, 2017

(Signature of Notary) *My commission expires: _____*

Notary Seal:

Certifications and Representations of Offerors

Non-Construction Contract

ATTACHMENT C

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This form includes clauses required by OMB's common rule on bidding/offering procedures, implemented by HUD in 24 CFR 85.36, and those requirements set forth in Executive Order 11625 for small, minority, women-owned businesses, and certifications for independent price determination, and conflict of interest. The form is required for nonconstruction contracts awarded by Housing Agencies (HAs). The form is used by bidders/offers to certify to the HA's Contracting Officer for contract compliance. If the form were not used, HAs would be unable to enforce their contracts. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

1. Contingent Fee Representation and Agreement

(a) The bidder/offeror represents and certifies as part of its bid/offer that, except for full-time bona fide employees working solely for the bidder/offeror, the bidder/offeror:

- (1) ☐ has, ☐ has not employed or retained any person or company to solicit or obtain this contract; and
- (2) ☐ has, ☐ has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) If the answer to either (a)(1) or (a) (2) above is affirmative, the bidder/offeror shall make an immediate and full written disclosure to the PHA Contracting Officer.

(c) Any misrepresentation by the bidder/offeror shall give the PHA the right to (1) terminate the resultant contract; (2) at its discretion, to deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

2. Small, Minority, Women-Owned Business Concern Representation

The bidder/offeror represents and certifies as part of its bid/offer that it:

- (a) ☐ is, ☐ is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.
- (b) ☐ is, ☐ is not a women-owned small business concern. "Women-owned," as used in this provision, means a small business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.
- (c) ☐ is, ☐ is not a minority enterprise which, pursuant to Executive Order 11625, is defined as a business which is at least 51 percent owned by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals.

For the purpose of this definition, minority group members are:

(Check the block applicable to you)

- | | |
|---|---|
| <input type="checkbox"/> Black Americans | <input type="checkbox"/> Asian Pacific Americans |
| <input type="checkbox"/> Hispanic Americans | <input type="checkbox"/> Asian Indian Americans |
| <input type="checkbox"/> Native Americans | <input type="checkbox"/> Hasidic Jewish Americans |

3. Certificate of Independent Price Determination

(a) The bidder/offeror certifies that—

- (1) The prices in this bid/offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder/offeror or competitor relating to (i) those prices, (ii) the intention to submit a bid/offer, or (iii) the methods or factors used to calculate the prices offered;
- (2) The prices in this bid/offer have not been and will not be knowingly disclosed by the bidder/offeror, directly or indirectly, to any other bidder/offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
- (3) No attempt has been made or will be made by the bidder/offeror to induce any other concern to submit or not to submit a bid/offer for the purpose of restricting competition.

(b) Each signature on the bid/offer is considered to be a certification by the signatory that the signatory:

- (1) Is the person in the bidder/offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
- (2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above (insert full name of person(s) in the bidder/offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder/offeror's organization);
(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

- (c) If the bidder/offeror deletes or modifies subparagraph (a)2 above, the bidder/offeror must furnish with its bid/offer a signed statement setting forth in detail the circumstances of the disclosure.

4. Organizational Conflicts of Interest Certification

- (a) The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, it does not have any organizational conflict of interest which is defined as a situation in which the nature of work under a proposed contract and a prospective contractor's organizational, financial, contractual or other interest are such that:
- (i) Award of the contract may result in an unfair competitive advantage;
 - (ii) The Contractor's objectivity in performing the contract work may be impaired; or
 - (iii) That the Contractor has disclosed all relevant information and requested the HA to make a determination with respect to this Contract.
- (b) The Contractor agrees that if after award he or she discovers an organizational conflict of interest with respect to this contract, he or she shall make an immediate and full disclosure in writing to the HA which shall include a description of the action which the Contractor has taken or intends to eliminate or neutralize the conflict. The HA may, however, terminate the Contract for the convenience of HA if it would be in the best interest of HA.
- (c) In the event the Contractor was aware of an organizational conflict of interest before the award of this Contract and intentionally did not disclose the conflict to the HA, the HA may terminate the Contract for default.
- (d) The Contractor shall require a disclosure or representation from subcontractors and consultants who may be in a position to influence the advice or assistance rendered to the HA and shall include any necessary provisions to eliminate or neutralize conflicts of interest in consultant agreements or subcontracts involving performance or work under this Contract.

5. Authorized Negotiators (RFPs only)

The offeror represents that the following persons are authorized to negotiate on its behalf with the PHA in connection with this request for proposals: (list names, titles, and telephone numbers of the authorized negotiators):

6. Conflict of Interest

In the absence of any actual or apparent conflict, the offeror, by submission of a proposal, hereby warrants that to the best of its knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement, as described in the clause in this solicitation titled "Organizational Conflict of Interest."

7. Offeror's Signature

The offeror hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

Signature & Date:

Typed or Printed Name:

Title:



ATTACHMENT D

CONTRACTORS CERTIFICATION

SECTION 3 COMPLIANCE FOR CONTRACT PERFORMANCE

I certify that I have reviewed and fully understand the attached Section 3 Specification Clause and program and will demonstrate compliance to the “greatest extent feasible”, to meet the numerical goal of 30% new hires, I further certify that I have and will make every reasonable effort to purchase from those small business located within the boundaries of Section 3 covered project area and further, will take concrete steps to expand resident training and employment positions, encouraging residents to participate in the job application process, and actually employing Section 3 residents. Furthermore, I will contact the housing authority to obtain a listing of available individuals to fill my labor needs, if any such needs arise, for the duration of this contract.

Signature

Date

Printed Name and Title

Organization Name





SECTION 3 CLAUSE

PART 135: ECONOMIC OPPORTUNITIES FOR LOW- AND VERY LOW-INCOME PERSONS

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section (b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).





ORGANIZATIONAL CONFLICT OF INTEREST STATEMENT

Each entity that enters into a Contract with the Central Mississippi 500 CoC is required, prior to entering into such Contract, to inform the CoC of any real or apparent Organizational Conflict of Interest (OCI).

An OCI exists when a person or business entity has an unfair competitive advantage because of other activities or relationships with other persons. An OCI exists when any of the following circumstances arise:

1. Lack of Impartiality or Impaired Objectivity -when the supplier is unable, or potentially unable, to provide impartial and objective assistance or advice to the CoC due to other activities, relationships, contracts, or circumstances.
2. Unequal Access to Information -The supplier has an unfair competitive advantage through obtaining access to nonpublic information during the performance of an earlier contract.
3. Biased Ground Rules – During the conduct of an earlier procurement, the supplier has established the ground rules for a future procurement by developing the specifications, evaluation factors, or similar documents.

The Bidder/Proposer warrants that, to the best of his/her/its knowledge and belief, and except as otherwise disclosed, there are no relevant facts or circumstances, which could give rise to an OCI. The Bidder/Proposer agrees that, if after award, an OCI is discovered, an immediate and full disclosure in writing must be made to the CoC, which must include a description of the action, which the successful supplier has taken to proposes to take to avoid or mitigate such conflicts. If an OCI is determined to exist, the CoC may, at its discretion, cancel the contract award. In the event the successful supplier was aware of an OCI prior to the award of the contract and did not disclose the conflict to the Purchasing Representative, the CoC may terminate the contract for default. The provisions of this clause must be included in all subcontracts for work to be performed similar to the service provided by the prime supplier, and the terms "contract", "supplier", and "Purchasing Representative" modified approximately to preserve the CoC's rights.





Organizational Conflicts of Interest Prohibition and Non-Conflict Certification

The undersigned on behalf of the Bidder/Proposer hereby certifies that the information contained in this certification is accurate, complete and current.

Bidder/Proposer's Signature and

Date Typed or Printed Name

Title

Company Name

Company Address

