

Miami Shores Village



Request for Qualifications No. 2017-08-27

“Automatic License Plate Recognition (ALPR) System”

*****AMENDED*****

RFQ OPENING: Thursday, Nov. 9th, 2017, 2:00 P.M.

Miami Shores Village Council Chambers
10050 N.E. 2nd Avenue
Miami Shores, FL 33138

MIAMI SHORES VILLAGE, FLORIDA
REQUEST FOR QUALIFICATIONS NO. 2017-08-27

Miami Shores Village, Florida (the "Village") invites qualified firms to submit proposals/qualifications to provide:

An "Automatic License Plate Recognition (ALPR) System"

Miami Shores Village is seeking proposals/qualifications from a firm(s) to provide services necessary for the project (the "Project") described herein.

Miami Shores Village, Florida (the "Village") will receive sealed proposals/qualifications until 2:00 p.m. (local), November 9th, 2017, in Village Hall, 10050 N.E. 2nd Avenue, Miami Shores, FL 33138.

The Village's contact information for this RFQ is:

Village Clerk
10050 N.E. 2nd Avenue
Miami Shores, Florida 33138
Telephone: 305-795-2207

RFQ documents may be obtained via the Internet at the Miami Shores Village website at www.miamishoresvillage.com. If you do not have internet access, you may obtain the documents by contacting the Village Clerk.

The Village reserves the right to reject proposals with or without cause and for any reason, to waive any irregularities or informalities, and to solicit and re-advertise for other proposals. Incomplete or non-responsive proposals may be rejected by the Village as non-responsive or irregular. The Village reserves the right to reject any proposal for any reason, including, but without limitation, if the Proposer fails to submit any required documentation, if the Proposer is in arrears or in default upon any debt or contract to the Village or has failed to perform faithfully any previous contract with the Village or with other governmental jurisdictions. All information required by this RFQ must be supplied to constitute a proposal.

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Part I – Statement of Work

PART I - STATEMENT OF WORK

A. BACKGROUND AND OBJECTIVE

The Village is situated at the northeastern end of Miami-Dade County and is located in close proximity to I-95 and downtown Miami. The Village has multiple high volume roadways traversing the Village both North/South and East/West. The Village is bordered by Biscayne Bay (Intracoastal Waterway) on the east. Because of our unique geography, the Village seeks to install a fixed automatic license plate recognition System covering the vast majority of the vehicular entry and departure points in Village in order to assist us in preventing and solving crimes and in monitoring the location of criminal suspects. Several roadways involved (US1, SR915, and SR932) are state roadways under the control of the Florida Department of Transportation (FDOT). As of the date this RFQ is being issued, FDOT policy is to not allow LPR cameras to be installed on their right-of-way. Miami-Dade County Traffic Engineering Division has advised the Village that they, therefore, cannot permit ALPRs to be placed on the traffic signal mast arms that are located near these vehicular entrances. However, Miami-Dade County does allow installation on their right-of-way.

*B. GENERAL INFORMATION ABOUT **Miami Shores Village***

Incorporated in 1932, Miami Shores Village is primarily a residential community with a permanent population of about 10,845. Barry University’s main campus is located within Miami Shores Village and has both an on-campus population as well as a daytime commuter population. With several major roadways creating a north/south corridor through our Village, we also have a good deal of transient traffic.

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C. SCOPE OF WORK

The Village is seeking proposals/qualifications from vendors for the purchase, installation, operation and maintenance of an Automatic License Plate Recognition (“ALPR”) System (“System”) which shall include both equipment and software necessary to operate the System. This System should be adequate to fully capture all vehicle travel lanes entering and leaving the Village, subject to further inspection and selection, at the following locations of vehicular entry and/or exit to the Village:

- 1) 105th Street & Biscayne Blvd,
- 2) 91st Street & N.E. 10th Avenue,
- 3) 96th Street & N.E. 10th Avenue,
- 4) 107th Street & N.E. 10th Avenue,
- 5) 107th Street & N.E. 6th Avenue,
- 6) 87th Street & Biscayne Blvd,
- 7) 88th Street & N.E. 6th Avenue,
- 8) 91st Street & N.E. 2nd Avenue,
- 9) 91st Street & N. Miami Avenue,
- 10) 95th Street & N.W. 3rd Avenue,
- 11) 103rd Street & N.W. 2nd Avenue,
- 12) 111th Street & N.W. 6th Avenue,
- 13) 115th Street & N.W. 5th Avenue,
- 14) 115th Street & N.W. 2nd Avenue,
- 15) 115th Street & N. Miami Avenue,
- 16) 115th Street & N.E. 2nd Avenue,
- 17) 111th Street & N.E. 2nd Avenue,

The Village recognizes that the cameras may not be able to be located at exactly those locations due to FDOT’s refusal to allow their right-of-way to be utilized for this purpose. Alternate locations may be proposed and discussed with the selected vendor.

The ALPR System shall be capable of clearly scanning and analyzing every license plate of every car that enters and leaves the Village. The System should take all plates captured by the ALPRs and compare them in real-time to databases provided by the Florida Department of Law Enforcement (FDLE), including FCIC and NCIC databases. The System shall download an unlimited number of hotlists from FDLE and the Miami Shores Police Department (MSPD) via FTP on a scheduled basis as allowed by those agencies. The System shall store all hotlists and databases on a central server at MSPD.

The System should provide a robust, simple-to-use user interface that allows for plate monitoring, partial tag searches, retroactive plate searches, and hotlist management. In addition, the interface should allow for map-based viewing of the System. The System shall be capable of and configured to automatically send an alert to MSPD Officers when specified license plates or plates on the hotlists pass the ALPR and or meet specified criteria defined within the System.

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It is desirable to have the alerts from the system go directly to the laptops of the MSPD Officers on shift at the time the alert is sent. The System should allow alerts to be sent to specific users based on filters and send global alerts as well. All cameras in the System shall be fully operational regardless of weather, daylight, or nighttime conditions with the exception of hurricane force winds.

The back-office server application must provide user-friendly, pre-defined reports, and the ability to export data and/or reports in a variety of formats, including EXCEL, WORD and PDF formats.

D. TECHNICAL REQUIREMENTS

The vendor must have a minimum of three years’ successful experience in providing and operating such Systems to local government units, be licensed to operate in the State of Florida, and have appropriate credentials and licensing to work with the databases to be accessed by the System.

E. INSURANCE AND LICENSES

Under the terms and conditions of all contracts, leases, and agreements, the Village requires appropriate coverage listing Miami Shores Village as Additional Insured. This is done by providing a Certificate of Insurance listing the Village as “Certificate Holder” and “Miami Shores Village is Additional Insured as respect to coverages noted,”. Insurance companies providing insurance coverages must have a current rating by A.M. Best Co. of “B+” or higher. (NOTE: An insurance contract or binder may be accepted as proof on insurance if Certificate is provided upon selection of the service provider.) The following is a list of types of insurance required and the limits required by the Village. NOTE: This list is not all inclusive, and the Village reserves the right to require additional types of insurance, or to raise or lower the stated limits, based upon identified risk.

Types (Occurrence Based Only)	Minimum Limits Required	
General Liability	General Aggregate	\$1,000,000
Commercial General Liability	Products-Comp/Op. Agg	\$1,000,000
Professional Liability	Each Occurrence	\$ 100,000
Automobile Liability	Each Occurrence	\$ 300,000
Worker’s Compensation	Statutory Limits	
Employer’s Liability	Each Occurrence	\$ 100,000

Waiver of Subrogation: Required insurance coverages shall not prohibit the service provider from waiving the right of subrogation prior to a loss. Service provider shall waive all subrogation rights against the indemnified parties. Policies shall contain or be endorsed to contain such provisions.

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Deductible: Any deductible or self-insured retention must be approved in writing by the Village and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

Failure to Maintain Coverage: The service provider agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the Village. The Village shall have the right to withhold any payment due the service provider until compliance with the insurance provisions of this Agreement are satisfied.

END OF PART I

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Part II –General Information

PART II: RFQ GENERAL INFORMATION

A. DEFINITIONS

For the purposes of this Request for Qualifications (RFQ): **Proposer** shall mean the contractor, consultant, respondent, organization, firm, or other person submitting a response to this RFQ. **Village** shall mean the Miami Shores Village, Village Council or Village Manager, as applicable, and any officials, employees, agents and elected officials.

Contact information for the purpose of this RFQ shall mean:

Ysabely Rodriguez
10050 N.E. 2nd Avenue
Miami Shores, Florida 33138
Telephone: 305-795-2207
Email: RodriguezY@msvfl.gov

B. INVITATION TO PROPOSE; PURPOSE

The Village solicits proposals from responsible Proposers to submit qualifications to perform work for or provide goods and/or services to the Village as specifically described in Part I, Statement of Work.

C. CONTRACT AWARDS

The Village Council anticipates entering into a contract with the Proposer who submits the proposal judged by the Village to be most advantageous. The Village anticipates awarding one contract, but reserves the right to award more than one contract if in its best interest. If the Village selects a Proposal, the Village will provide a written notice of the award.

The Proposer understands that neither this RFQ nor the notice of award constitutes an agreement or a contract with the Proposer. A contract or agreement is not binding until a written contract or agreement has been approved as to form by the Village Attorney and has been executed by both the Village (with Council approval, if applicable) and the successful Proposer.

D. PROPOSAL COSTS

Neither the Village nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this RFQ. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFQ.

E. INQUIRIES

The Village will not respond to oral inquiries. Proposers may mail, electronic mail written inquiries for interpretation of this RFQ to the attention of Ysabely Rodriguez.

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Please mark the correspondence “RFQ No. 2017-08-27 QUESTION”.

The Village will respond to written inquiries received at least 7 working days prior to the date scheduled for receiving the proposals. The Village will record its responses to inquiries and any supplemental instructions in the form of a written addendum. If addenda are issued, the Village will email, mail or fax written addenda to any potential Proposer who has provided their contact information to the Manager. Although the Village will make an attempt to notify each prospective Proposer of the addendum, it is the sole responsibility of a Proposer to remain informed as to any changes to the RFQ.

F. DELAYS

The Village may postpone scheduled due dates in its sole discretion. The Village will attempt to notify all registered Proposers of all changes in scheduled due dates by written addenda.

G. PRE-PROPOSAL MEETING No pre-proposal meeting is scheduled.

H. PROPOSAL SUBMISSION

Proposers shall submit one (1) original and nine (9) copies of the proposal in a sealed, opaque package. The package shall be clearly marked on the outside as follows:

To: Miami Shores Village
RFQ No. 2017-08-27
Subject: Automatic LicensePlate Recognition (ALPR) System

Submitted by: _____
Address: _____.

Proposals shall be submitted in person or by mail. Email submittals are not accepted.

Late submittals, additions, or changes will not be accepted and will be returned.

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Due to the irregularity of mail service, the Village cautions Proposers to assure actual delivery of proposals to the Village prior to the deadline set for receiving proposals. Telephone confirmation of timely receipt of the proposal may be made by calling the Office of the Village Manager before proposal opening time. Proposers may withdraw their proposals by notifying the Village in writing at any time prior to the opening. Proposals, once opened, become property of the Village and will not be returned.

I. PROPOSAL FORMAT

In order to insure a uniform review process and to obtain the maximum degree of comparability, it is required that the proposals be organized in the manner specified herein. Unless otherwise specified, Proposers shall use the proposal forms provided by the Village herein. These forms may be duplicated, but failure to use the forms may cause your proposal to be rejected. Any erasures or corrections on the form must be made in ink and initialed by Proposer in ink. All information submitted by the Proposer shall be printed, typewritten or competed in ink. Proposals shall be signed in ink. When an RFQ requires multiple copies they may be included in a single envelope or package properly sealed and identified.

All proposals shall be submitted as specified in this RFQ. Any attachments shall be clearly identified. To be considered, the proposal must respond to all parts of the RFQ. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal. If publications are supplied by a proposer to respond to a requirement, the response should include reference to the document number and page number. Proposals lacking this reference may be considered to have no reference material included in the additional documents.

Proposers shall prepare their proposals using the following format:

1. Letter of Transmittal

This letter will summarize in a brief and concise manner, the Proposer's understanding of the scope of work and make a positive commitment to provide its services on behalf of the Village. The letter must name all of the persons authorized to make representations for or on behalf of the Proposer, and must include their titles, addresses, and telephone numbers. An official authorized to negotiate and execute a contract on behalf of the Proposer must sign the letter of transmittal.

2. Title Page

The title page shall show the name of Proposer's agency/firm, address, telephone number, name of contact person, date, and the RFQ No. and the Project name.

3. Table of Contents

Include a clear identification of the material by section and by page number.

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4. Organization Profile and Qualifications

This section of the proposal must describe the Proposer, including the size, range of activities, and experience providing similar services.

Each Proposer must include:

- ✓ Documentation indicating that it is authorized to do business in the State of Florida and, if a corporation, is incorporated under the laws of one of the States of the United States.
- ✓ A description of the primary individuals responsible for supervising the work including the percentage of time each primary individual is expected to contribute to this work.
- ✓ Resumes and professional qualifications of all primary individuals and identify the person(s) who will be the Village’s primary contact and provide the person(s)’ background, training, experience, qualifications and authority.
- ✓ Completed RFQ Forms A, B, C, and D. All RFQ forms are included as exhibits in this document.

5. Experience

The Proposer must describe its expertise in and experience with providing goods and/or services similar to those required by this RFQ. Describe previous experience relating to the Scope of Work requested in this RFQ. Has the firm worked for other governmental entities, particularly municipalities? If so, please describe the work performed and include contact information for references, the time the firm was engaged and a list of accomplishment for each.

6. Approach to Providing Services

This section of the proposal should explain the Scope of Work as understood by the Proposer and detail the approach, activities and work products to be provided.

7. Compensation

The proposal **shall not** include any fee proposal for the goods and/or services.

8. Additional Information

Any additional information which the Proposer considers pertinent for consideration should be included in a separate section of the proposal.

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J. PROPOSAL – Procedural Information

1. **Interviews:**

The Village reserves the right to conduct personal interviews or require presentations prior to selection. The Village is not responsible for any expenses which Proposers may incur in connection with a presentation to the Village or related in any way to this RFQ.

2. **Request for Additional Information:**

The Proposer shall furnish such additional information as the Village may reasonably require. This includes information, which indicates financial resources as well as ability to provide the services. The Village reserves the right to make investigations of the qualifications of the Proposer as it deems appropriate, including but not limited to, a background investigation. Failure to provide additional information requested may result in disqualification of the proposal.

3. **Proposals Binding:**

All proposals submitted shall be binding for at least one hundred twenty (120) calendar days following opening. The Village may desire to accept a proposal after this time. In such case, Proposer may choose whether or not to continue to honor the proposal terms.

4. **Alternate Proposals:**

An alternate proposal is viewed by the Village as a proposal describing an approach to accomplishing the requirements of this RFQ which differs from the approach set forth in the solicitation. An alternate proposal may be a second proposal submitted by the same Proposer, which differs in some degree from the prior proposal or from this RFQ. Alternate proposals may be in the area of technical approach, or other provisions or requirements of this RFQ. The Village will, during the initial evaluation process, consider all alternate proposals submitted and reserves the right to award a contract based on an alternative proposal if the same is deemed to be in the Village’s best interest.

5. **Proposer's Certification Form:**

Each proposer shall complete the "Proposer's Certification" form included as RFQ Form C and submit the form with the proposal. This form must be acknowledged before a notary public with notary seal affixed on the document.

K. PUBLIC RECORDS

Proposals are public documents and subject to public disclosure in accordance with Chapter 119, Florida Statutes (the Public Records Law). Certain exemptions to the Public Records Law are statutorily provided for and it is the Proposer’s responsibility to

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become familiar with these concepts. The contract will include a provision wherein the Proposer releases and agrees to defend, indemnify, and hold harmless the Village and the Village’s officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the Village’s treatment of records as public records.

L. IRREGULARITIES; REJECTION OF PROPOSALS

The Village reserves the right to reject proposals with or without cause and for any reason, to waive any irregularities or informalities, and to solicit and re-advertise for other proposals. Incomplete or non-responsive proposals may be rejected by the Village as non-responsive or irregular. The Village reserves the right to reject any proposal for any reason, including, but without limitation, if the Proposer fails to submit any required documentation, if the Proposer is in arrears or in default upon any debt or contract to the Village or has failed to perform faithfully any previous contract with the Village or with other governmental jurisdictions. All information required by this RFQ must be supplied to constitute a proposal.

M. EVALUATION METHOD AND CRITERIA

1. General The Village shall be the sole judge of its own best interests, the proposals, and the resulting negotiated contract or agreement, if any. The Village reserves the right to investigate the financial capability, reputation, integrity, skill, business experience and quality of performance under similar operations of each Proposer, including shareholders, principals and senior management, before making an award. Awards, if any, will be based on both an objective and subjective comparison of proposals and Proposers. The Village’s decisions will be final. The Village’s evaluation criteria may include, but shall not be limited to, consideration of the following:

- A. ability to meet set standards;
- B. availability of qualified personnel
- C. ability to provide continual support/service.
- D. expertise of personnel;
- E. financial resources and capabilities;
- F. past contracts with other governmental jurisdictions;
- G. past performance records;
- H. qualifications of Proposer;
- I. references;
- J. related experience in Florida;
- K. technical soundness of proposal; and,
- L. time frames.

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2. Selection

The Village Manager may conduct the selection process, or at the option of the Village Manager, it may be referred to a selection committee of which the Village Manager may be a member (the "Committee"). Either the Village Manager or the Committee will review all proposals received and establish a list of selected Proposers deemed to be the most qualified to provide the service requested based in part on the criteria set forth above. The Village Manager may submit a recommended firm or a "short list" or a combination of a recommended firm and the "short list" to the Village Council and the Village Council shall make a final award. The Village Manager may request oral presentation from the Proposers. Proposers are advised that the Village reserves the right to conduct negotiations with the most qualified Proposer, but may not do so. Therefore, each Proposer should endeavor to submit its best proposal initially.

N. REPRESENTATIONS AND WARRANTIES

In submitting a proposal, Proposer warrants and represents that:

1. Proposer has examined and carefully studied all data provided, and any applicable Addenda; receipt of which is hereby acknowledged.
2. Proposer has visited the relevant site, if any, and is familiar with and satisfied as to the general, local and “site” conditions that may affect cost, progress, and performance of goods and/or services in their proposal.
3. Proposer is familiar with and is satisfied as to all federal, state and local laws and regulations that may affect cost, progress and performance of the goods and/or services in their proposal.
4. If applicable, Proposer has obtained and carefully studied (or assumes responsibility for having done so) all documents available related to the subject of the RFQ and performed any examinations, investigations, explorations, tests, studies and data concerning conditions that may affect cost, progress, or performance of the goods and/or services that relate to any aspect of the means, methods, techniques, sequences, and procedures to be employed by Proposer, including safety precautions and programs incident thereto.
5. Proposer has given Village written notice of all conflicts, errors, ambiguities, or discrepancies that Proposer has discovered in this RFQ and any addenda thereto, and the written resolution thereof by the Village is acceptable to Proposer.
6. The RFQ is generally sufficient in detail and clarity to indicate and convey understanding of all terms and conditions for the performance of the proposal that is submitted.

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7. No person has been employed or retained to solicit or secure award of the contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, and no employee or officer of the Village has any interest, financially or otherwise, in the RFQ or contract.

End of Part II

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RFQ FORM A

Proposer: _____

QUALIFICATIONS STATEMENT

THIS FORM MUST BE SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE.

1. State the full and correct name of the partnership, corporation or trade name under which you do business and the address of the place of business. (If a corporation, state the name of the president and secretary. If a partnership, state the names of all partners. If a trade name, state the names of the individuals who do business under the trade name.)
 - 1.1. The correct and full legal name of the Proposer is:
 - 1.2. The business is a (Sole Proprietorship) (Partnership) (Corporation).
 - 1.3. The names of the corporate officers, or partners, or individuals doing business under a trade name, are as follows:
2. Please describe your company in detail.
3. The address of the principal place of business is:
4. Company telephone number, fax number and e-mail addresses:
5. Number of employees:
6. Name of employees to be assigned to this Project:
7. Company identification numbers for the Internal Revenue Service:
8. Provide Miami-Dade County occupational license number, if applicable, and expiration date:
9. How many years has your organization been in business? Does your organization have a specialty?
10. List the last three project of this nature that the firm has completed? Please provide project description and reference or point of contact.

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11. Have you ever failed to complete any work awarded to you? If so, where and why?
12. Provide the following information concerning all contracts **in progress** as of the date of submission of this Proposal for your company, division or unit as appropriate.

Name of Project	Contract with:	Contract Amount	Estimated Completion Date	% of Completion to Date

(Continue list as necessary)

13. Provide the following information for any sub-consultants you will engage if awarded the contract.

Subcontractor Name	Address	Work to be Performed

The foregoing list of sub-consultants may not be amended after award of the contract without the prior written approval of the Village Manager, whose approval shall not be unreasonably withheld.

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RFQ Form B

Proposer: _____

REFERENCE FORM

***THIS FORM MUST BE SUBMITTED WITH PROPOSAL TO BE
DEEMED RESPONSIVE.***

Give names, addresses and telephone numbers of four individuals, corporations, agencies, or institutions for which you have performed work similar to what is proposed in this RFQ:

1. Name of Contact _____

Title of Contact _____

Telephone Number: _____ Fax Number _____

2. Name of Contact _____

Title of Contact _____

Telephone Number: _____ Fax Number _____

3. Name of Contact _____

Title of Contact _____

Telephone Number: _____ Fax Number _____

4. Name of Contact _____

Title of Contact _____

Telephone Number: _____ Fax Number _____

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RFQ FORM C

Proposer: _____

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE. The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

PROPOSER'S CERTIFICATION

I have carefully examined the Request for Qualifications referenced above (“RFQ”) and any other documents accompanying or made a part of this RFQ.

I hereby propose to furnish the goods or services specified in the RFQ. I agree that my proposal will remain firm for a period of 120 days in order to allow the Village adequate time to evaluate the proposals.

I certify that all information contained in this proposal, which includes the VILLAGE required RFQ forms A, B, C and D, is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

The firm and/or Proposer hereby authorizes Miami Shores Village, its staff or consultants, to contact any of the references provided in the proposal and specifically authorizes such references to release, either orally or in writing, any appropriate data with respect to the firm offering this proposal.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer, employee or agent of the Village or any other proposer is interested in said proposal; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crimes may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public

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entity in excess of the threshold amount provided in Sec. 287.017 Florida Statutes, for a period of 36 months from the date of being placed on the convicted vendor list. I further certify, under oath, that neither the entity submitting this sworn statement, not to my knowledge, any of its officers, directors, executives, partners, shareholder, employees, members or agents active in the management of the entity has been convicted of a public entity crime subsequent to July 1, 1989.

Name of Business

By:

Signature

Print Name and Title

Mailing Address

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RFQ FORM D

Proposer: _____

THIS FORM MUST BE SIGNED AND SUBMITTED WITH PROPOSAL TO BE DEEMED RESPONSIVE. The undersigned guarantees the truth and accuracy of all statements and the answers contained herein.

INSURANCE CERTIFICATION

I have carefully examined the Request for Qualifications referenced above (“RFQ”) and any other documents accompanying or made a part of this RFQ.

Proposer agrees, acknowledges and is fully aware of the insurance requirements and accepts all conditions and requirements as contained therein.

Name of Business

By: _____
Signature

Print Name and Title

Mailing Address