



**Confederated Tribes of the
Colville Reservation**

P.O. Box 150, Nespelem, WA 99155
(509) 634-2200

Request for Proposal

**Review and Provide Recommendations for Salary Schedules
and Job Descriptions for Paschal Sherman Indian School**

Section 1: GENERAL INFORMATION

1.01 Description:

Posted Date: July 13, 2018
Closing Date: August 13, 2018 at 2:00 p.m. PST
RFP Opening: August 13, at 2:30 p.m. PST

The Confederated Tribes of the Colville Reservation (Colville Tribes) is seeking proposals from either firms or individuals to Review and Provide Recommendations for Salary Schedules and Job Descriptions for Paschal Sherman Indian School. Principles as described in the Scope of Work in section 3.05.

1.02 Introduction & Background:

The Confederated Tribes of the Colville Reservation is a Sovereign Nation. Presidential Executive Order established the Colville Indian Reservation in 1872, with a land base of 1.4 million acres, located in North Central Washington State. The Administrative Headquarters are located at the Colville Indian Agency Campus, approximately 2 miles south of Nespelem, WA with offices located throughout our reservation. Our business hours are Monday thru Friday 7:30 and 4:00 p.m. excluding Saturdays, Sundays, Tribal and Federal Holidays.

1.03 Response Format:

Proposals should be prepared simply, providing a straightforward and concise delineation of the Firm's approach and capabilities necessary to satisfy the requirements of the RFP. The proposal packet must include one original and 3 copies and be no more than 30 pages long, single-spaced with no less than 12 point font.

Emphasis in the proposals should be on completeness, clarity of content and adherence to the presentation structure required by this RFP. Contractors that

deviate from the required format may be deemed non-responsive.

1.06 Completeness of Proposal

The Contractor must submit a completed Proposal (Form) signed by a Contractor representative authorized to bind the proposing firm contractually. The Contractor must identify on the form any exceptions the Contractor takes to the Tribes RFP, or declare that there are no exceptions taken.

1.07 Proposal Response Date and Location

Proposals must be submitted no later than 2:00 pm, August 13, 2018, Pacific Standard Time. The proposal may be submitted as a PDF, mailed or hand delivered to: Confederated Tribes of the Colville Reservation, Purchasing Program, Attn: Dorthey Zacherle, 21 Colville Street, P.O. Box 150, Nespelem, WA. 99155 or email at dorthey.zacherle@colvilletribes.com. Contractors accept all risk of late deliver of emailed proposal regardless of fault.

Proposals must clearly identify with the title: Review and Recommendations for Salary Schedule and Job Descriptions for Paschal Sherman Indian School. All proposals and accompanying documentation will become the property of the Colville Tribes and will not be returned.

1.08 Site Visitations

The Contractor may visit and inspect the site before submitting his/her proposal. By submitting his/her proposal, the Contractor acknowledges that he/she has satisfied him/herself as to the nature and location of the work.

1.09 Contractor's Cost to Develop Proposals

Costs for developing proposals in response to the RFP are entirely the obligation of the Contractor and shall not be chargeable in any manner to the Colville Tribes.

1.10 Who May Respond

Either individuals or firms with documented expertise in this area may respond to this RFP and will be required to show experience in the field.

Section 2. TERMS AND CONDITIONS

2.01 Questions Regarding the RFP

Requests for interpretation/clarification of the Scope of Work must be emailed to the Superintendent Tami Hickle, Email address: thickle@psischiefs.org.

Unauthorized contact with other tribal employees regarding this RFP may result in disqualification. All oral communications will be considered unofficial and non-binding on the Colville Tribes. Allow 3 days for processing written questions received. All questions must be submitted no later than 5 days prior to the RFP Closing Date. All responses will be posted on the Colville Tribes web site at: <https://www.colvilletribes.com/>

2.02 RFP Amendments

The Colville Tribes reserves the right to request any respondent clarify its proposal or to supply any additional material deemed necessary to assist in the evaluation of the proposal.

The Colville Tribes reserves the right to change the RFP schedule or issue amendments to the RFP at any time. The Colville Tribes also reserves the right to cancel or reissue the RFP. All such addenda will become part of the RFP. It is the Contractor's responsibility to check the Tribe's website (www.colvilletribes.com) for the issuance of any amendments prior to submitting a proposal response.

2.03 Withdrawal of Proposal

Provided notification is received in writing, proposals may be withdrawn at any time prior to the proposal response due date and time specified. Proposals cannot be changed or withdrawn after the time designated for receipt.

2.04 Rejection of Proposals

The Colville Tribes reserves the right to reject any or all proposals, to waive any minor informalities or irregularities contained in any proposal, and to accept any proposal deemed to be in the best interest of the Colville Tribes.

2.05 Proposal Validity Period

Submission of a proposal will signify the Contractor's agreement that its proposal and the content thereof are valid for 90 days following the proposal response deadline unless otherwise agreed to in writing by both parties. The proposal will become part of the Contract negotiated between the Colville Tribes and the successful Contractor.

2.06 Proposal Signatures

An authorized representative must sign proposals, with the Contractor's address and telephone information provided. Unsigned proposals will not be considered.

2.07 Insurance Requirements

The Colville Tribes will require the selected Contractor to comply with the insurance requirements as listed in the RFP. Questions regarding insurance requirements can be discussed with the Tribes Risk Management Office, (509) 634-2447.

2.08 Equal Opportunity Requirements

The Colville Tribes is an equal opportunity employer and requires all Contractors to comply with policies and regulations concerning equal opportunity. The contractor, in the performance of the Contract, agrees not to discriminate in its employment because of the employees or applicant's race, religion, national origin, ancestry, sex, age, or physical handicap.

2.09 Other Compliance Requirements

In addition to the nondiscrimination and affirmative action compliance requirements previously listed, the Contractor awarded a Contract shall comply with Federal, State, Tribal and local laws, statutes and ordinances related to the execution of the work. This requirement includes, but is not limited to: protection of public and employee safety and health; environmental protection; waste reduction and recycling; the protection of natural resources; permits; fees; taxes; and similar subject.

2.10 Ownership of Documents

Any reports, studies, conclusions and summaries prepared by the Contractor shall become the property of the Colville Tribes.

2.11 Confidentiality of Information

All information and data furnished to the Contractor by the Colville Tribes and all other documents to which the Contractor's employees have access during the term of the Contract, shall be treated as confidential to the Colville Tribes. Any oral or written disclosure to unauthorized individuals is prohibited.

2.12 Hold Harmless

The Contractor shall hold harmless, defend, and indemnify the Colville Tribes and the Tribes officers, agents, and employees against any liability that may be imposed upon them by reason of the Contractor's failure to provide worker's compensation coverage or liability coverage.

2.13 Safety

All applicable regulations pertaining to safety, the Contract Manager shall strictly adhere to including Tribal Occupational Safety and Health Act (TOSHA) standards and regulations. Particular care shall be exercised in connection with the operation of vehicle and other equipment on the site.

2.14. Indian Preference and Tribal Code

The Contractor shall comply with all regulations and provisions of Title 10 of the Colville Tribal Code (available at <https://www.cct-cbc.com/current-code/>) will apply, including Chapter 10-1, the Colville Tribal Employment Rights Ordinance (TERO), and Chapter 10-3, Indian Preference in Contracting. Preference shall be given to certified firms in the award of all contracts and subcontracts.

The contractor is advised that Title 10 of the Colville Tribal Code of the Colville Confederated Tribes of the Colville Reservation requires a 5% fee to be paid for contract work performed within the Reservation boundaries including the area delineated as the North Half. The Contractor may be subject to assessment of these fees. The Contractor shall include all cost related to these fees in the bid for the various items in the Contract. No further compensation shall be made.

Indian Preference in Contracting and Subcontracting: All entities awarding contracts or subcontracts for supplies, services, labor and/or materials in an amount of \$5,000.00 or more, where the majority of the work on the contract or subcontract will occur within the lands and territories of the Colville Reservation,

2.15. Debarment

Selected consultant must sign a Certification Regarding Debarment and Suspension stating that they are not on a debarred listing with the Federal Government, State or Tribal Government.

Section 3. REQUESTED SERVICES

3.01 Duration of Services

The Colville Tribes anticipates the service period for this work to be for 120 days after the successful bidder is notified of the contract award.

3.02 Information

The forms referenced below must be submitted with the Contractor's proposal. Do not leave any space blank.

Proposal and Company Information — Complete table in Form # 1.

Client References — Complete table in Form # 2.

3.03 Performance Expectations

If the Contractor had a contract terminated for default during the past five years, all such incidents must be described. Termination for default is defined as notice to stop performance due to the Contractor's non-performance or poor performance, and was either (a) not litigated; or (b) litigated and such litigation determined the Contractor to be in default.

Submit full details of all termination for default experienced by the Contractor during the past five years; including the other party's name, address, and telephone number. Present the Contractor's position on the incident. The Colville Tribes will evaluate the facts and may, at its sole discretion, reject the Contractor's proposal if the facts discovered indicate that completion of a Contract resulting from this RFP may be jeopardized by selection of the Contractor.

If the contractor has experienced no such termination for default in the past five years, so declare.

If the Contractor has had a contract terminated for convenience, non-performance, non-allocation of funds or any other reason, which termination occurred before completion of the contract, during the past five years, describe fully all such terminations, including the name, address and telephone number of the other contracting party.

A Contractor response that indicates the requested information will only be provided if and when the Contractor is selected, as the apparent successful Contractor is not acceptable. Restricting the Contractor's response to include only legal actions resulting from terminations for default is also not acceptable.

3.04 Detailed cost Proposal

The Contractor's proposal shall include all direct and indirect costs to complete all tasks identified in Section 3.05 Scope of Work and all cost breakdown shall be provided in Form # 1.

Forms returned with calculation errors may be deemed non-responsive.

3.05 Scope of Work

Review and provide recommendations for Paschal Sherman Indian School:

- Review all classified and certified job descriptions
- Review all classified and certified job assignments
- Review job descriptions and conduct any necessary staff/management interviews to gain a solid understanding of the roles and responsibilities of each position.
- Make recommendations of changes of those assignments and job descriptions that do not match
- Make recommendations of changes to update all job descriptions
- Conduct a job evaluation, compensation revision and pay grade study for all positions that creates a more streamlined and equitable classification structure.
- Suggest a more effective/consistent job titling system.
- Review classified salary schedule
- Make recommendations to change and update salary schedule
 - a. Basic salary schedule
 - b. Method of placement of employee on salary schedule (classification scale)
 - c. Means of progression on the salary schedule
 - d. Method of periodic review
- Identify and define appropriate external labor market comparables considering size, population, economic climate, proximity.
- Establish a competitive market position for comparative purposes.
- Conduct, tabulate, analyze and summarize a survey of identified positions against appropriate comparator.
- Conduct a compensation review with salary ranges for each job classification that defines number of pay steps or minimum/maximum for each range for all permanent, full time positions.
- Complete internal salary relationship analysis including the development of appropriate internal relationship guidelines to ensure internal equity.
- Recommend and describe in detail methodologies to be utilized for the ongoing and long-term maintenance of the classification and compensation system.
- Recommendations for policy changes to reflect recommendations

Proposal due in CTCR Office – August 13, 2018 (one original and three copies) by 2:00 p.m. P.S.T.

Final report due by November 13, 2018.

Description of Organization and Records to be Reviewed:

Salary schedules and all job descriptions for Paschal Sherman Indian School.

Reports Required:

The report and a management letter outlining recommendations for operational improvement shall be submitted in draft form to the Superintendent of Paschal Sherman Indian School. Superintendent shall notify the individual or firm conducting the review and recommendations of any objections or approval of the draft audit report within 10 business days of its receipt.

The final reports shall be delivered to the Superintendent of Paschal Sherman Indian School within ten days after receipt by the audit firm of the Superintendent's comments on the draft report. The contractor shall submit twenty copies of the final report to the Public Safety Director for presentation on the audit to the CTCR Executive Director, to the Colville Business Council, and to the Paschal Sherman Indian School Board of Directors.

The report shall be submitted to the Superintendent of Paschal Sherman Indian School at the following address:

Superintendent
Paschal Sherman Indian School
169 North End Omak Lake Road
Omak, Washington 98841
509.422.7581

Entrance and Exit Conferences: Entrance and Exit Conferences shall be held with CTCR and must be coordinated with the Superintendent of Paschal Sherman Indian School and the Colville Tribes Contract Officer.

Type of Contract: A labor hour type contract is anticipated. It provides for the

procurement of services on the basis of direct labor hours at specified hourly rates (which include direct and indirect labor, overhead and profit).

Period of Performance: Any contract let from this RFP shall be in effect upon the date of award and shall continue to be in effect until 60 days after delivery of the final audit report(s).

Technical Direction: The superintendent of Paschal Sherman Indian School is the authorized representative for technical direction. He or she is responsible for guiding the technical aspects of the project and for general surveillance of the work performed. He or she is authorized to fill in details or otherwise to complete the general description of the work set forth herein.

Key Personnel: The personnel specified in the Contractor's proposal are considered to be essential to the work being performed hereunder. Prior to changing any of the individuals specified in the proposal, the contractor shall notify the Contracting Officer reasonably in advance and submit a justification for the proposed substitutions in sufficient detail (including names, titles and résumés) to permit the evaluation of the impact on the quality of work performed. No change shall be made by the Contractor without the prior written consent of the Public Safety Director.

Payment and Submission of Invoices

Payment for work performed under this contract shall not exceed the agreed upon amount, unless otherwise agreed upon, in writing, by both parties hereto. Payment shall be made to the contractor based on progress achieved. The contractor must submit each invoice in sufficient detail to document the audit's progress.

Invoices will not be accepted on more frequent intervals than once a month. Invoices requesting payments shall be prepared and submitted in duplicate and contain the following information: contract number, description of services, and total cost.

In the event of abandonment of the project or termination of the contract for any cause, under the respective sections of the contract, the terms of any settlement shall be subject to approval by CTCR Contracting Officer or designee. The CTCR shall not disburse monies to the auditor after giving notice of abandonment or termination until a settlement agreement has been approved. Settlement may include restitution of funds disbursed for services not performed.

A clear description of the approach and methodology for implementing the listed Scope of Work, which will include the period of performance, proposed duration of the project in weeks and a milestone chart. Time for preparation and submission of the reports should be included in the schedule.

During the course of the review, all communications are subject to privilege and confidentiality and any and all reports are to be directed to the Superintendent of Paschal Sherman Indian School. A written report either interim or final will be required and that report will be issued to the Superintendent of Paschal Sherman Indian School.

If the consultant identifies an important step/process that was not identified in the SOW, but in their opinion is essential to the completion and success of the Review and Recommendations for Salary Schedule and Job Descriptions for Paschal Sherman Indian School that information and cost will be quoted separately.

Section 4. PROPOSAL EVALUATION

4.01 Evaluation Procedures

The Selection Committee will evaluate proposals. The Selection will consider how well the Contractor's proposal meets the needs of the Colville Tribes as described in the Contractor's response to each requirement. In evaluating the proposals, the Colville Tribes will be using a criteria evaluation process. Evaluations will be based on criteria as outlined in Section 4.02. All proposals will be evaluated using the same criteria and weighting.

Any proposal that does not contain each element described in this RFP, fully completed, initialed or executed, as appropriate, may be judged to be incomplete and may not be considered further.

4.02 Scoring and Evaluation Factors

The evaluation factors reflect a wide range of considerations. While cost is important, other factors are also significant. Consequently, the Colville Tribes may select a contract other than the one providing the lowest cost solution. The objective is to choose the Contractor capable of providing a reliable and effective solution within a reasonable budget.

An award will be made to a responsible Indian Bidder if within 10% of the lowest non Indian Proposal Price and defined experience, or as otherwise allowed under

CTC § 10-3-7.

Evaluation will be based on the following criteria:

Qualifications, resume, education, licensing, relevant experiences of personnel (and sub-consultant's personnel if applicable) to be assigned to contract work assignment.	35
Ability to meet performance requirements and deadline (overall time estimates and time estimates for each major section of the work to be performed).	30
Total Cost.	25
TERO Compliance (documented certification).	10

4.03 Contractor Presentation, Committee Interview and/or Site Visits

After the proposals have been evaluated, the Selection Committee will determine which Contractor(s) may be invited for a panel interview with the Selection Committee.

4.04 Final Selection

The Selection Committee will formulate their recommendation for award of the Contract. If applicable, the Recommendation will be forwarded to the Tribal Council for formal acceptance.

4.05 Contract Award and Execution

The Colville Tribes reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be initially submitted on the most favorable terms the Contractor can offer. The foregoing should not be interpreted to prohibit either party from proposing additional Contract terms and conditions during negotiations of the final document.

The RFP document and the successful Contractor's proposal response, as amended by agreement between the Colville Tribes and the Contractor, including e-mail or written correspondence relative to the RFP, will become part of the Contract document. Additionally, the Colville Tribes may verify Contractor representation that appears in the proposal. Failure of the Contractor to perform as represented may result in elimination of the Contractor from competition or in Contract cancellation or termination.

The Contractor selected, as the apparent successful Contractor will be expected to enter into a Contract utilizing the Colville Tribes contract. A sample Tribal contract is provided in Attachment B. If the selected Contractor fails to sign the Contract

within 5 business days of delivery of the final Contract, the Colville Tribes may elect to cancel the award or award the Contract to the next highest ranked Contractor. The Colville tribes shall not be bound or in any way obligated until both parties have executed a Contract. No party may incur any chargeable costs prior to the execution of a final Contract.

After opening and ranking, an award may be made on the basis of the proposals initially submitted, without discussion, clarification or modification, or, the Colville Tribes may discuss with the selected Respondent offers for cost reduction and other elements of the Respondent's proposal. If the Colville Tribes determines that it is unable to reach a contract satisfactory to the Colville Tribes with the selected Respondent, then the Colville Tribe will terminate discussions with the selected Respondent and proceed to the next Respondent in order of selection ranking until a contract is reached or The Colville Tribe has rejected all proposals. The Colville Tribes may not disclose any information derived from the proposals submitted from competing offers in conducting such discussions. The Colville Tribes reserves the right to award a Contract for all or any portion of the requirements proposed by reason of this request, award multiple Contracts, or to reject any and all proposals if deemed to be in the best interests of the Colville Tribes and to re-solicit for proposals, or to reject any and all proposals if deemed to be in the best interests of the Colville Tribes and to temporarily or permanently abandon the procurement. If the Colville Tribes award a contract, it will award the contract to the offeror or offerors whose proposal is the most advantageous to the Colville Tribes and offers the best value, considering price and the evaluation factors set forth in the RFP. The contract file must state in writing the basis upon which the award is made.

Attachment A – INSURANCE REQUIREMENTS

The Contractor shall procure and maintain for the duration of this Contract insurance against claims for injuries or damages to property, which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. The Contractor shall pay the cost of such insurance. Insurance shall meet or exceeds the following unless otherwise approved by the Colville Tribes. Provide a Certificate of Insurance identifying the Colville Tribes as an Additional Insured. Identify the Colville Tribes as a certificate holder and as an Additional Insured.

A. Minimum Insurance

1. Commercial General Liability coverage with limits not less than \$1,000,000 per occurrence / \$2,000,000 annual aggregate.
2. Stop Gap/Employers Liability coverage with limits not less than \$1,000,000 per accident/disease.
3. Business Automobile Liability coverage with limits not less than \$1,000,000 per accident for any auto.
4. Worker's Compensation coverage as required by the Industrial Insurance Laws of the State of Washington/

B. Self-Insured Retentions

Self-insured retentions must be declared to and approved by the Colville Tribes.

C. Other Provisions

Commercial General Liability policies shall be endorsed to:

1. Include the Colville Tribes, its officials, employees and volunteers as additional insured,
2. Provide that such insurance shall be primary as respects any insurance or self-insurance maintained by the Colville Tribes.
3. Each insurance policy shall provide that coverage shall not be canceled except after thirty (30) days written notice has be given to the Colville Tribes.

D. Acceptability of Insurers

Insurance shall be placed with insurers with a rating acceptable to the Colville Tribes.

E. Verification of Coverage

Contractor shall furnish the Tribes with certificates of insurance required by

this clause. The certificates are to be received and approved by the Colville Tribes before work commences. The Colville Tribes reserves the right to require complete, certified copies of all required insurance policies at any time.

F. Subcontractors

Contractor shall require subcontractors to provide coverage, which complies with the requirements state herein.

FORM # 1

PROPOSAL COVER PAGE and COMPANY INFORMATION

Firm Name:

Firm Address:

Contact Person:

Title:

Telephone Number:

Fax Number:

E-mail address:

Table of Contents

Letter of Interest

Evidence of Firm's and Sub-consultant's (if applicable) Qualifications

Evidence of Staff Qualifications, Education and Experience (includes Hourly Rates)

Experience with other Tribal Entities or similar audits.

Attachments:

Copy of firms most recent peer review and

Resumes

References

Name of Parent

Company_____

Length of time in

business_____

Gross revenue for the prior fiscal year (in US dollars).

Total number of client served in similar service
capacity _____

Authorized Company Representative and date

CLIENT REFERENCES

Client Reference # 1

Reference Name _____
Contact Name _____
Title _____
Phone Number _____

Client Reference # 2

Reference Name _____
Contact Name _____
Title _____
Phone Number _____

Client Reference # 3

Reference Name _____
Contact Name _____
Title _____
Phone Number _____

Client Reference # 4

Reference Name _____
Contact Name _____
Title _____
Phone Number _____

Client Reference #5

Reference Name _____
Contact Name _____
Title _____
Phone Number _____

Form 3

PROPOSED SERVICES COST

Contractor Name _____

Date _____

The following comprises the total of the proposals for performing Review and Recommendations for Salary Schedule and Job Descriptions for Paschal Sherman Indian School as described in this RFP.

Basic Consulting Services

\$ _____

Reimbursable Expenses (travel, administrative, printing, etc.)

\$ _____

Identify personnel to be assigned to this contract

POSITION	NUMBER OF HOURS	HOURLY RATE	TOTAL

Personnel identified will not be removed from contract unless agreed upon by Colville Tribes.

Services	Cost

Do you declare any exceptions to the RFP _____ -
_____.

Additional work not identified in the Scope of Work and cost to do
work. _____

Authorized Company Representative.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS.

A. The Offeror certifies, to the best of its knowledge and belief, that-

1. The Offeror and/or any of its Principals-

(a) Are () are not () presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal Agency or any Tribal Government.

(b) Have () have not (), within a 7 year period preceding this offer, been convicted or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(c) Are () are not () presently indicted for, or otherwise criminally or civilly charged by a government entity with, commission of any of the offenses enumerated in subdivision (A)(1)(b) of this provision.

(d) The Offeror has () has not (), within a 7-year period preceding this offer, had one or more contracts terminated for default by any Federal agency or any Tribal Government.

2. Principals for the purposes of the certification, mean officers; directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity (e.g. general manager; plant manager, head of a subsidiary, division, or business segment, and similar positions).

This certification concerns a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under section 1001, title 18 United States Code.

- B. The Offeror shall provide immediate written notice to the Contract Officer if at any time prior to contract award the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- C. A certification that any of the items in paragraph (A) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.
- D. Nothing contained in the foregoing shall be construed to require establishment of a system or records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- E. The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to the remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

Contractor Signature

I here by certify that the information above is true accurate and complete under penalty of fraud.