



DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY

Notice to Prospective Proposers

January 23, 2014

You are invited to review and respond to this Request for Qualifications (RFQ), entitled "Engineering and Construction Management Services for Civil Engineering Applications Using Tire Derived Aggregate (TDA), DRR13056". In submitting your Statement of Qualifications (SOQ) package, you must comply with the instructions herein.

Note that all agreements entered into with the State of California will include by reference General Terms and Conditions, Special Terms and Conditions and Contractor Certification Clauses which are referenced in Section II of this package. If you do not have internet access, a hard copy will be provided by contacting the person listed below.

In the opinion of the Department of Resources Recycling and Recovery (CalRecycle) this RFQ is complete and without need of explanation. However, if you have questions, or should you need any clarifying information, the contact person for this RFQ is:

Shelly Lewis
contracts@calrecycle.ca.gov
Phone: 916.341.6649
Fax: 916.319.7345

Please note that no *verbal* information given will be binding upon the State unless such information is issued in writing as an official addendum, see Section II, Rules and Conditions, *Written Questions*.

Shelly Lewis
Contract Administrator

Table of Contents

Section I	Overview.....	1
	General Information.....	1
	CalRecycle Contact Information.....	1
	Service Needed	1
	Contract Budget	1
	Payment Withhold	1
	Liquidated Damages	1
	Contract Term	2
	Process Type	2
	Process Schedule.....	2
Section II	Rules and Conditions	3
	Introduction.....	3
	Commitment	3
	Antitrust Claims	3
	Participation Costs	4
	Information	4
	Written Questions	4
	Addenda	4
	Modification of Submittals	4
	Errors in Submittals	4
	Unreliable List	4
	Governance	4
	Negotiating State Contracts	5
	Electronic Waste Recycling.....	5
	Use Tax	5
	Subcontractors.....	5
Section III	Statement of Qualifications Submittal Requirements.....	6
	Introduction.....	6
	Deadline	6
	Addressing	6
	Number of Copies	6
	Document Printing.....	6
	Contractor Eligibility	6
	Cover Letter	6
	Table of Contents.....	7
	Statement of Qualifications.....	7
	Illness and Injury Prevention Program (IILP)	7
	Qualifications/Licenses.....	7
	Compliance with Government Code Section 87100.....	8
	Public Contract Code Sections 10162 & 10285.1 & Non-Collusion.....	8
	Public Contract Code Sections 2202-2208	8
	Small Business (SB) Participation	8
	Disabled Veteran Business Enterprise (DVBE) Participation	8

Section IV Evaluation and Selection	10
Introduction.....	10
Grounds for Rejection.....	10
Selection Process	10
Oral Interview	10
Negotiating of Contracts	11
Award of Contract.....	11
Execution of Contract	11
Start of Work.....	11
Protest of Award	11
Section V Description of Work.....	12
Work to be Performed.....	12
Tasks Identified.....	12
Contract/Task Time Frame	13
Control of Work.....	13
Damages Due to Errors And Omissions	14
Section VI Cost And Payment Provisions.....	15
Payment.....	15
Labor Rates	15
Office Support Employees	15
Contractor-owned Equipment (if applicable)	15
Rental Equipment (if applicable)	16
Small Equipment And Tools (if applicable)	16
Materials (if applicable).....	16
Communication.....	16
Subcontractors.....	16
Non-Hazardous Material Transport And Disposal (if applicable).....	16
Hazardous Material Transport And Disposal (if applicable).....	16
Insurance	17
Other Services And Material	17
Non-compensable Services	17
Records	17
State Income Tax Withholding	18
Section VII Definition and Terms.....	19
Attachments	21
Statement of Qualifications.....	1
Scoring Criteria.....	11
Compliance With Government Code, Section 87100.....	12
Public Contract Code Section 10162 - Questionnaire	13
Iran Contracting Act	14
Certification Of Small Business/Disabled Veteran’s Business Enterprise (DVBE) Requirements	15
Small Business/Micro Business/Disabled Veteran Business Enterprises (DVBE) Participation Summary	16
Small Business (SB) and Disabled Veteran Business Enterprise (DVBE) Subcontractor Payment Certification	17

Recycled-Content Certification 18
Client References 20
Proposal Completion Checklist..... 21

Section I Overview

General Information

CalRecycle promotes a zero waste California in partnership with local government, industry, and the public. This means managing the estimated 76 million tons of waste generated each year by reducing waste whenever possible, promoting the management of all materials to their highest and best use, and protecting public health and safety and the environment.

“Firm” as used herein refers to the party submitting a SOQ. “Contractor” as used herein refers to the firm awarded the Contract resulting from the RFQ.

CalRecycle Contact Information

Department of Resources Recycling and Recovery
Physical Address: 1001 I Street,
Sacramento, CA 95814
CalRecycle Contracts Unit, MS-19A

Mailing Address: PO Box 4025,
Sacramento, CA 95812-4025
Attn: Contracts Unit, MS-19A

Phone: (916) 341-6649

FAX: (916) 319-7345

EMAIL: contracts@calrecycle.ca.gov

Any documents delivered in person must be received by 2:00 p.m. on March 11, 2014 in the Visitor's & Environmental Service Center located in the lobby of the CalEPA Headquarters Building at 1001 I Street, Sacramento, CA 95814.

Service Needed

The primary purpose of this contract is to promote the use of Tire Derived Aggregate (TDA) in various civil engineering applications. Through this contract CalRecycle will hire an engineering consultant to help provide education, design and technical assistance to local and state government agencies and private entities, who want to use TDA in civil engineering applications. The engineering consultant will also provide construction management oversight on projects in which TDA is used as lightweight fill, vibration attenuation layers, or drainage material and on other civil engineering projects, where TDA is used as a replacement for conventional construction materials. This contractor will be a part of the grant assistance team that will view TDA project designs and provide design assistance to Grantees as determined by CalRecycle staff.

This contract can be used to support research projects such as the use of TDA in earthquake dampening and earth retaining systems (i.e., mechanically stabilized earth) as well as exploring new civil engineering applications that will utilize the benefits of TDA. This contract may also be used to provide technical assistance for existing TDA applications such as the use of TDA in light-weight fill applications and the use of TDA in vibration mitigation under light rail lines.

Contract Budget

Subject to the availability of funds and the passage of the Fiscal Year 2014/15 Budget Act, there is a current maximum budget of \$1,500,000.00 (one million five hundred thousand dollars and zero cents). CalRecycle reserves the right to amend the budget for this Contract as needs arise.

Payment Withhold

The provisions for payment under this contract will be subject to a ten percent (10%) withholding per task. The withheld payment amount will be included in the final payment to the contractor and will only be released when all required work has been completed to the satisfaction of CalRecycle.

Liquidated Damages

The Contractor shall be subject to liquidated damages as set forth in the Liquidation provision contained in the Special Terms and Conditions, see Section II, *Commitment*, to link to the Special Terms and Conditions.

Contract Term

The term of this Contract will span approximately 24 months and is expected to begin in June 2014. CalRecycle reserves the right to amend the term of this Contract as needs arise.

Process Type

Request for Qualifications (RFQ)

Process Schedule

This process will be conducted according to the following tentative schedule where all times are Pacific Time.

Advertisement Date	January 23, 2014
Written Questions Due by 5:00 pm	February 6, 2014
Statement of Qualifications (SOQ) Due by 2:00 pm	March 11, 2014
Oral Interviews Conducted with Highest Ranked Firms	April 8-9, 2014
Negotiations begin with Most Qualified Firm	April 10, 2014

Section II Rules and Conditions

Introduction

The information below sets out the conditions that this RFQ, the submitting firm's Statement of Qualifications (SOQ or SOQ package) and the resulting Contract are subject to and/or the requirements for which the firm must comply. Any concerns or issues with any of the conditions or requirements, including those referenced below under *Commitment* must be addressed during the Question and Answer period of this RFQ.

Commitment

The following documents and the SOQ package will comprise the Contract:

- This RFQ package
- Special Terms and Conditions available for viewing at <http://www.calrecycle.ca.gov/Contracts/Forms/default.htm>
- General Terms and Conditions (GTCs) available for viewing at www.ols.dgs.ca.gov/Standard+Language.
- Contractor Certification Clauses (CCCs) available for viewing at www.ols.dgs.ca.gov/Standard+Language.
- Modified General Provisions of the CalTrans Standard Specifications dated July 1999 (available for viewing at www.calrecycle.ca.gov/contracts/Forms/StdSpecs99.pdf.)
- CalTrans Standard Specifications <http://www.dot.ca.gov/hq/esc/oe/specs.html>
- Work Orders
- Supplemental agreements which may be required to complete the work in a substantial and acceptable manner.

The above terms, conditions, and/or requirements are not subject to negotiation. Any SOQ that reserves a right to negotiate or expresses any exception to the above terms, conditions, and/or requirements will be disqualified. However, requests to revise any of the above terms, conditions, and/or requirements may be submitted during the formal question and answer period. Any such requests must include the current language, the proposed revised language, and the justification for the proposed revision. Any revisions are at the sole discretion of CalRecycle and will only be made under very limited circumstances in which the revisions apply to all firms and benefit or enhance the Contract.

By submitting a SOQ, the firm commits to accepting these terms, conditions and requirements.

CalRecycle is not committed to award a Contract resulting from this RFQ. In addition, award of this Contract does not obligate CalRecycle to issue any work orders and the Contractor shall have no claim for damages or compensation for anticipated profits should CalRecycle not issue any work orders.

Antitrust Claims

In submitting a SOQ Package to a public purchasing body, the firm offers and agrees that if the SOQ Package is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the firm for sale to the purchasing body pursuant to the SOQ Package. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the Proposer. (See Government Code Section 4552.)

If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the SOQ Package price, less the expenses incurred in obtaining that portion of the recovery. (See Government Code Section 4553.)

Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. (See Government Code Section 4554.)

Participation Costs

All costs resulting from the firm's participation in the RFQ process are at the firm's expense. No costs incurred by a firm participating in the RFQ process will be reimbursed by CalRecycle.

Information

Any information contained in the firm's SOQ that the firm considers as confidential or a trade secret(s) under the Public Records Act (PRA) or the Public Contract Code (PCC) must be clearly marked at the top of the page as "Confidential" prior to submission to CalRecycle. Any claims of confidentiality or trade secret(s) except as to information that qualifies as such under the PRA or PCC may result in disqualification.

CalRecycle will hold information deemed confidential or trade secret(s) by the firm to the extent allowable by the California PRA and the PCC.

Written Questions

This RFQ includes a formal question and answer period in which firms have the opportunity to submit questions regarding the RFQ. All questions must be submitted in writing either by mail, fax, or e-mail to CalRecycle Contact as listed in Section I. Correspondence must be marked "Questions Relating to RFQ DRR13056". The questions and answers will be published in an Addendum to the RFQ (see below-Addenda). The addenda will not divulge the source of the request.

Addenda

CalRecycle reserves the right to amend, alter, or change the rules and conditions of this RFQ.

Any ambiguity, conflict, discrepancy, omission, or other error discovered in the RFQ should immediately be reported to CalRecycle prior to the deadline for submission of written questions. Firms seeking clarification of the RFQ requirements must submit questions during the written question and answer period. CalRecycle will issue addenda to address all written questions submitted during the question and answer period.

Receipt of Addenda must be acknowledged as indicated in Attachment A, section H, "Acknowledgment/Authorization Form". All addenda to this RFQ can be viewed on the Contracts Unit website at www.calrecycle.ca.gov/contracts.

Modification of Submittals

A SOQ submitted prior to the submittal deadline, can be withdrawn or modified per written request by the submitting firm.

A SOQ package cannot be withdrawn for modification after the submittal deadline has passed.

Errors in Submittals

An error in a SOQ package may be cause for rejection of that SOQ. However, rejection may not be required and CalRecycle may make certain corrections if the error is of a minor nature and/or the firm's intent is clearly established based on a review of the complete SOQ package as determined by CalRecycle.

Unreliable List

Any contractor or subcontractor currently on CalRecycle Unreliable list, is ineligible to apply for or participate in this contract.

Governance

If any provisions of the Contract are found to be unlawful or unenforceable, such provisions will be voided and severed from the Contract without affecting any other provision of the Contract. To the full extent, however, that the provisions of such applicable law may be waived, they are hereby waived to the end that the Contract be deemed to be a valid and binding agreement enforceable in accordance with its terms.

This Contract is governed by and shall be interpreted in accordance with the laws of the State of California.

All proceedings concerning the validity and operation of the Contract and the performance of the obligations imposed upon the parties hereunder shall be held in Sacramento County, California. The parties hereby waive any right to any other venue. The place where the Contract is entered into and place where the obligation is incurred is Sacramento County, California.

The person signing the Contract on behalf of the Contractor shall certify under penalty of perjury under the laws of California, that the Contractor is not an expatriate corporation or subsidiary of an expatriate corporation within the

meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California. This statement may be included on the cover letter of the SOQ.

Negotiating State Contracts

This solicitation and any resulting contract or amendments are subject to the conditions set forth in PCC 6611.

If any of the conditions identified in PCC 6611 exist, the Department of General Services may perform contract negotiations, if it is determined to be in the best interest of the State.

Electronic Waste Recycling

If the Contractor or any subcontractors participate in activities that result in the disposition of electronic components, they will comply with the provisions of PRC Chapter 8.5.

Use Tax

If, during the course of the Contract, the Contractor will be involved in the re-sale of goods to the State, they must comply with the requirements of Section 6452.1, 6487, 6487.3, 7101, and 18510 of the Revenue and Taxation Code, in addition to Section 10295.1 of the Public Contract Code.

Subcontractors

All subcontractors identified in the SOQ, must be experts in their respective disciplines and capable of performing the tasks for which they are hired.

If awarded the Contract, the contractor **must** use all of the SB and DVBE firms identified on the Small Business/DVBE Participation Summary, Attachment G.

Contractor understands and agrees that should award of this contract be based in part on its commitment to use the DVBE subcontractor(s) identified in its SOQ, per Military and Veterans Code 999.5 (e), a DVBE subcontractor may only be replaced by another DVBE subcontractor and must be approved by the Department of General Services (DGS). Changes to the Scope of Work that impact the DVBE subcontractor(s) identified in the SOQ and approved DVBE substitutions will be documented by contract amendment.

Failure of the Contractor to seek substitution and adhere to the DVBE participation level identified in the SOQ may be cause for contract termination, recovery of damages under rights and remedies due to the State, and penalties as outlined in M&VC § 999.9; Public Contract Code (PCC) § 10115.10, or PCC § 4110 (applies to public works only).

CalRecycle reserves the right to approve substitutions of subcontractors, as long as, certified business participation levels remain unchanged.

Section III Statement of Qualifications Submittal Requirements

Introduction

Failure to follow the instructions contained in this document may be grounds for rejection of a Statement of Qualifications package.

CalRecycle may reject any SOQ if it is conditional, incomplete or contains irregularities.

CalRecycle may waive an immaterial deviation in a SOQ, if deemed in the best interest of CalRecycle.

Deadline

The SOQ package must be received by CalRecycle, at the address listed in Section I, Overview under *Process Schedule* by 2:00 p.m. on March 11, 2014.

SOQ's received after the deadline, will be considered late and returned to the firm unopened.

Addressing

The SOQ package must clearly state on the front of the envelope: 1) that it is in response to this RFQ; 2) include the number of this RFQ; and 3) the direction: "Mailroom – do not open."

Number of Copies

The firm must submit all required documents in the following format:

- One original, non-bound hard copy marked "Original"
- Three {3} bound, hard copies marked "Copy"
- One electronic copy on disc or compact disc viewable by Adobe Acrobat Reader. The entire SOQ, including any attachments, must be saved as a single document.

It is the submitting firm's responsibility to ensure that the electronic copy is formatted in Adobe Acrobat Reader and viewable by CalRecycle.

Document Printing

All documents must be submitted double-sided on paper containing 100% post-consumer recycled content fiber.

Contractor Eligibility

The firm must include a written declaration in the cover letter (see below), stating that the Contractor and any Subcontractors to be used during the performance of the contract are eligible to contract with the State of California, pursuant to PCC 10286 et seq.

Cover Letter

The cover letter shall be signed by an individual who is authorized to bind the firm and shall indicate that person's title or position. The cover letter must be on the firm's company letterhead and contain the following information:

- a. Name and address of the firm submitting qualifications;
- b. Firm's Headquarters for purposes of this Contract, if awarded;
- c. Name, telephone number, and e-mail address of a person who can be contacted if further information is required;
- d. Name, title, address, telephone number, and e-mail address of individual(s) with authority to negotiate and execute a binding Contract on behalf of the firm;
- e. Statement that the submission is a firm and irrevocable offer for a 9-day period; and
- f. Statement attesting to the fact of the percentage of post consumer recycled content fiber paper used in the compilation of the SOQ package.
- g. Statement stating that the Contractor and any Subcontractors to be used during the performance of the contract are eligible to contract with the State of California, pursuant to PCC 10286; and
- h. List of Contractor's and any subcontractor(s') business names, identification of certified SB status, if applicable, and corresponding OSDS Reference number(s) issued to the certified SB by the DGS.

Table of Contents

The information must be organized as presented in conformance with the SOQ format (Attachment A) with corresponding page references (i.e., General Information, Licensing/Health and Safety Information, etc.)

Statement of Qualifications

Firms shall respond to all items in the SOQ form (Attachment A). If the answer to any item is "Not Applicable" or "None" so state in the designated space on the SOQ form. If there is no response for an item, the SOQ package may be considered non-responsive and the submittal may be rejected. The following information is provided as clarification of the requirements of some subjects contained within the SOQ but is not a complete list of all information required for inclusion in the firm's submittal:

- a. **References:** Firms must provide the name and current phone number of references who can confirm the accuracy of the experience and qualifications listed in the SOQ. References who are employees of the firm submitting the SOQ or employees of entities legally associated with the firm submitting the SOQ will not be considered as valid references. Experience or qualifications that cannot be confirmed by CalRecycle staff (e.g., inappropriate contact person or incorrect telephone number) will be disregarded (see Attachment J).
- b. **Organizational Chart:** Firms must provide an organizational chart identifying the Project Manager, all subcontractors, all key personnel of the firm and subcontractor who will be providing services under the contract, and all primary employees of the firm and subcontractors who will or may be involved with projects during the course of the Contract. The organizational chart shall indicate whether the individual works for the firm or a subcontractor (see Attachment A, Section G).
- c. **Resume:** A résumé for each of the individuals identified in the Organization Chart must be submitted with the SOQ. The same person may be responsible for multiple tasks, but their experience in each task must be indicated in their résumé. Each person's résumé must identify experience related to task(s) that he/she will perform under the Scope of Work.
- d. **Additional Information:** Firms may provide any additional information that demonstrates their ability in performing projects of similar nature to work identified in the Scope of Work in Section V, Description of Work.
- e. **Partners/Subcontractors:** The variety of work may require resources beyond the capabilities of some firms. If other firms are proposed as partners or subcontractors, the experience of those firms, in addition to the experience of the prime firm, shall be indicated on the appropriate forms in the SOQ. All experience documented on the forms shall be clearly marked to show which firm was responsible for the specific work.

Illness and Injury Prevention Program (IILP)

The Contractor shall have a current company IILP that meets the requirements of 29 CFR 1910.120(b). The IILP shall apply to all employees involved in the Contract. Each subcontractor involved in the contract shall also have a current company IILP.

The Contractor shall at all times be responsible for the protection of its employees and the public. Review of the Contractor's IILP by CalRecycle Staff shall in no way relieve the Contractor of responsibility for any aspect of its work, or for compliance with all Federal, State, and local laws pertaining to health and safety.

The Contractor's Project Manager or on-site project support staff shall be at the site whenever work is being performed, unless otherwise authorized by CalRecycle Staff.

Prior to site entry, the Contractor shall ensure that:

1. Adequate work planning, health and safety, and operating procedures have been accomplished;
2. All personnel have been properly trained and briefed in hazards and procedures for the site to be entered;
3. Equipment and materials are on-hand to safely and efficiently complete the work; and
4. Proper site access authorization has been obtained.

Qualifications/Licenses

The Contractor shall be an individual or firm qualified to do business in California. Required documentation includes the following as applicable:

- A copy of the firm's registration with the Secretary of State.

- Pursuant to the California Business and Professions Code, for services of a “professional” nature requiring a professional license issued by the California Department of Consumer Affairs, all team members who will provide contract services of a “professional” nature, including, but not limited to, Professional Civil Engineer (PE), must be licensed in the State of California and the firm must submit a copy of the appropriate license(s) as part of its SOQ package.
- The consultant will need to have extensive experience in the use of TDA in various civil engineering applications as well as structural and geotechnical expertise.
- The selected engineering consultant will be responsible for providing education, design and technical assistance to, local and state government agencies and the private sector on civil engineering projects that incorporate TDA.
- The consultant may also be responsible for the collection and analysis of TDA samples for Quality Assurance/ Quality Control purposes.
- The consultant must provide adequate resources to perform multiple tasks and also provide construction management support on multiple TDA projects at the same time.
- The consultant should have experience with compliance with applicable environmental regulations as they pertain to the design and construction of TDA projects.

Compliance with Government Code Section 87100

Attachment C must be completed and submitted with the SOQ package

Public Contract Code Sections 10162 & 10285.1 & Non-Collusion

Attachment D must be completed and submitted with the SOQ package. Attachment D includes the following provisions: 1) Public Contract Code Section 10162 Questionnaire, (2) Public Contract Code Section 10285.1 Statement, and 3) a Non-Collusion Affidavit.

Public Contract Code Sections 2202-2208

Attachment E must be completed and submitted with the SOQ package.

Small Business (SB) Participation

CalRecycle expects a minimum of twenty-five percent (25%) of the project services to be contracted to a California OSDS Certified SB that performs a commercially useful function. All firms shall acknowledge on Attachment F that they will make every reasonable effort to meet the SB participation goal if awarded the Contract. The Contractor will be required to submit evidence with each Work Plan, and where applicable, for each Work Order if it has met these SB participation goals during that reporting period and must complete Attachment H.

Attachment G must be completed and submitted with the SOQ package **if** the firm is a certified Small Business firm or if the firm has identified qualified Small Business firms as subcontractors at the time of SOQ submittal.

The participation goal for each Work Order can be achieved by a combined effort of the prime and/or any subcontractors that includes:

- If the firm is a Certified OSDS SB, as defined in Section VII Definitions and Terms. The Participation Summary (see Attachment G) must be completed and submitted with the SOQ.
- If the firm has identified subcontractors to be utilized to meet this goal, the Participation Summary (see Attachment G) must be completed and submitted with the Work Plan for each Work Order.

Disabled Veteran Business Enterprise (DVBE) Participation

CalRecycle expects a minimum of three percent (3%) of the project services to be contracted to a California OSDS Certified DVBE that performs a commercially useful function.

All firms shall acknowledge on Attachment F that they will make every reasonable effort to meet the DVBE participation goal if awarded the Contract. The Contractor will be required to submit evidence with each Work Plan, and where applicable, for each Work Order if it has met these participation goals during that reporting period and must complete Attachment H.

Attachment G must be completed and submitted with the SOQ package if the firm is a certified DVBE firm or if the firm has identified qualified DVBE firms as subcontractors at the time of SOQ submittal.

The participation goal for each Work Order can be achieved by a combined effort of the prime and/or any subcontractors that includes:

- If the firm is a Certified OSDS DVBE, as defined in Section VII *Definitions and Terms*. The Participation Summary (see Attachment G) must be completed and submitted with the SOQ.
- If the firm has identified subcontractors to be utilized to meet this goal, the Participation Summary (see Attachment G) must be completed and submitted with the Work Plan for each Work Order.

Section IV Evaluation and Selection

Introduction

CalRecycle will perform a Pre-Qualification Evaluation process to ensure that the SOQ includes all required documentation and information.

If a SOQ package does not meet all of the requirements set forth in this RFQ, it will be considered non-responsive and rejected from further competition.

SOQ packages that pass this review will be forwarded to the Selection Committee for Evaluation.

Grounds for Rejection

CalRecycle may reject any SOQ package if it is conditional, incomplete, or contains irregularities. CalRecycle may waive immaterial deviations and the SOQ package may be evaluated based on the information provided when considered to be in the best interest of CalRecycle. Waiver of an immaterial deviation shall in no way modify the RFQ requirements or excuse the firm from full compliance with the Contract requirements. Grounds for rejection of a SOQ package include, but are not limited to, the following:

- It is received after the due date and time for submittal
- It does not include a reproducible master and the required number of copies;
- All responses to an item are not completed;
- Required license information is not submitted with the SOQ package;
- Required authorizations and certifications for the SOQ package are not properly completed and signed.
- The firm has been prohibited from contracting with the State by the Department of Fair Employment and Housing
- The firm has received a substantive negative contract performance from the State
- Any items required by the RFQ are not included with the submittal

No SOQ package will be rejected arbitrarily or without reasonable cause.

Selection Process

The Selection Committee will evaluate and score all SOQs that passed the Pre-Qualification Evaluation, utilizing the Scoring Criteria identified in this RFQ (Attachment B).

Scores assigned based on evaluation criteria will then be converted to a ranking score. For purposes of identifying the firms to be interviewed, staff will determine the ranking hierarchy based on the cumulative ranking score received by each firm. At a minimum, the top three ranked firms will be invited to interview. In the event that less than three firms are qualified, all qualified firms will be invited to interview.

Information obtained from references, client contacts, project inspectors and regulators significantly influences the ranking of responsive firms. Firms shall provide the name and current telephone number of references that can confirm the accuracy of experience and qualifications listed in the SOQ. Employees of firms, or employees of entities legally associated with the firm, will not be considered valid references. References that are inaccurately listed (e.g., inappropriate contact person or incorrect telephone number) will be disregarded. Experience that cannot be confirmed by CalRecycle staff will be disregarded.

Oral Interview

Firms selected for interviews will be notified in advance of the time and place that the interviews will be conducted. Interviews will address the information provided in the SOQ including, but not limited to, qualifications and methods for furnishing the required services. Firms will also be notified of additional information, if any, to be provided at the interview. Failure to appear at the interview will be considered non-responsive and the firm may be eliminated from any further consideration.

Each committee member will independently score the interviewees' qualifications based on the criteria identified in Attachment B, and when appropriate, supplemental questions. Scores assigned will then be converted to a ranking score. For purposes of identifying the most qualified firm, staff will determine the ranking hierarchy based on the cumulative ranking score received by each interviewed firm. In the event of a tie, the Selection Committee will be reconvened to review the scores and identify the firm deemed most highly qualified to provide the services required.

Negotiating of Contracts

CalRecycle staff will request a detailed Fee Proposal from the highest ranked firm. The Fee Proposal shall include appropriate wage rates for office support personnel and appropriate markup rates to be utilized in the performance of the Contract. CalRecycle staff will prepare the State's estimate of fees prior to negotiations which will remain confidential until award of the Contract or withdrawal of this solicitation.

CalRecycle staff will attempt to negotiate an agreement with the highest ranked firm. If an agreement is reached, staff will recommend to CalRecycle that the selected firm be awarded the Contract. If an agreement cannot be reached, negotiations will formally be terminated with that firm. Negotiations will then begin with the next highest ranked firm. Failing accord, negotiations shall be terminated. This process will be repeated as necessary until negotiations have been terminated with all interviewed firms. Should CalRecycle staff be unable to negotiate a satisfactory agreement with all of the interviewed firms, CalRecycle staff may select additional firms in the manner prescribed above and continue the negotiation procedure until an agreement is reached, or negotiations on this RFQ are terminated by CalRecycle.

Award of Contract

Award of the Contract shall be to the highest-ranking firm meeting all the requirements of this RFQ after successful negotiations have been completed.

CalRecycle reserves the right to not award the Contract.

The following forms and information will be required prior to CalRecycle's execution of the Contract:

1. Payee Data Record (Standard Form 204);
2. Evidence that the Contractor has either met the participation goals (Attachment G) or made every effort to meet the goals (Attachment F) identified in Section III, *Statement of Qualifications Submittal Requirements* under subsections SB Participation and DVBE Participation of this RFQ;
3. Verification of Worker's Compensation Insurance;
4. Certificate(s) of Insurance; and
5. Contractor Certification Clauses (CCCs).

Execution of Contract

The proposed awardee must sign and return the Contract to CalRecycle within 10 days, not including Saturdays, Sundays and legal holidays. If the proposed awardee fails to return the signed Contract within this time period, CalRecycle may deem the proposed awardee to have rejected the Contract. At that point, CalRecycle may disqualify that firm and negotiate and award the Contract to the next most qualified firm.

Start of Work

When the Contract has been signed by CalRecycle, a fully executed copy of the Contract will be mailed to the Contractor. Upon receipt of the executed Contract, staff may provide the Contractor with Work Orders for work described in this RFQ.

Protest of Award

This RFQ process is not subject to Protest pursuant to GC § 4525.

Section V Description of Work

Work to be Performed

The Contractor will assist CalRecycle's efforts to increase the use of TDA by expanding the knowledge of TDA's engineering benefits and its construction management procedures. Pursuant to CalRecycle's direction, the Contractor will work in partnership with local and state government agencies to provide TDA technology transfer and construction management support on pilot demonstration projects and TDA grant projects awarded by CalRecycle. The Contractor may conduct research on issues related to the use of TDA in civil engineering applications and to provide technical assistance to state and local governments, and industry as directed by CalRecycle.

All work under this contract shall be performed in accordance with the work orders issued by the Contract Manager under this contract. Work to be performed will include, but is not limited to, the following:

1. TDA project design and analysis;
2. TDA pilot demonstration and grant project construction management oversight and technical assistance;
3. Identification and investigation of potential barriers and environmental impacts to using TDA;
4. Research investigations for new civil engineering applications for TDA; and
5. Training and technical assistance on technical issues related to using TDA in civil engineering applications.

Tasks Identified

All work under this contract shall be performed through work orders issued by the Contract Manager to the Contractor. The Contract Manager will direct the Contractor to develop a work plan that identifies the required tasks and includes a time schedule and budget needed to complete the assigned project. As required and pursuant to the work plan, the Contract Manager will issue additional work orders to implement the sub-tasks necessary to complete the assigned project. Any subsequent changes to the work orders shall be documented through a revised work order signed by both parties.

There will likely be occasions when multiple tasks must be completed or TDA projects constructed at the same time. The Contractor shall provide CalRecycle with sufficient resources to ensure cost-effective and timely completion of multiple tasks and projects.

Tasks performed under this contract will be provided in two specific areas: Technical Assistance and Education and Construction Management Oversight. The tasks include, but are not limited to, the following:

A. Technical Assistance and Education

1. Perform and coordinate the design of TDA pilot and grant projects with CalRecycle staff and state and local agency partners. Specific subtasks include, but are not limited to TDA projects requiring:
 - a. geotechnical and earthquake analysis of landslide and retaining wall projects;
 - b. landfill design and operation;
 - c. vibration and sound mitigation analysis related to light rail design; and
 - d. drainage media and other civil engineering applications.

2. As directed by CalRecycle staff, assist in the organization of educational seminars, workshops and meetings to educate engineers and project managers on the benefits of using TDA in civil engineering applications.
3. Investigate and evaluate existing and new civil engineering uses of waste tires, such as lightweight fill, vibration attenuation layers, and erosion control applications.
4. Assist in the development or revision of technical standards for use in state and local government design specifications, guidance manuals and/or regulations.
5. Conduct pilot and bench scale test studies, lab studies, paper studies, and literature reviews regarding additional reuses and possible environmental effects of tire shreds.

B. Construction Management Oversight

1. Construction management oversight of TDA pilot demonstration and grant projects including, but not limited to:
 - a. TDA material procurement, processing and delivery;
 - b. TDA installation oversight to assure proper placement at project sites;
 - c. Performing QA/QC to assure TDA meets project specification;
 - d. Preparing daily work logs, construction progress reports, and project cost tracking reports;
 - e. Preparing final construction completion reports; and
 - f. Monitoring and evaluating long-term performance of completed projects.
2. Conduct site Surveys and assist CalRecycle staff with the installation of monitoring equipment at selected TDA projects to evaluate long-term performance of completed projects.
3. Assist in obtaining permits and coordinating environmental issues with appropriate regulatory agencies.
4. Assist CalRecycle staff with addressing general questions from local and state governments or other interested stakeholders regarding technical or construction management issues associated with TDA projects.

Contract/Task Time Frame

Tasks performed under this contract will be authorized by work orders issued by the Contract Manager. It is anticipated that this contract would be awarded in June 2014 and expire in May 2016. This contract will ultimately encumber funding from Fiscal Years 2013/2014 and 2014/2015, subject to the passage of the Fiscal Year 2014/15 Budget Act and funding availability.

Control of Work

1. CalRecycle Contract Manager has the authority to determine the quality and acceptability of the following:
 - Work to be performed
 - Rate and progress of the work
 - Fulfillment of the services provided by the Contractor
 - Compensation for services provided by the Contractor

These decisions will be deemed final and enforceable by CalRecycle Contract Manager when the Contractor fails to complete orders required by this Contract.

2. The Contractor will designate a Project Manager who holds the following authority:
 - Act as the Contractor's Representative for work to be provided under this Contract
 - Act as the Contractor's Representative regarding contractual matters relating to this Contract

If during the course of the Contract, it is deemed necessary to replace the Project Manager, CalRecycle Contract Manager approval is required.

Damages Due to Errors And Omissions

1. Architect-Engineer Consultants shall be responsible for the professional quality, technical accuracy, and coordination of all services required under this Agreement. A firm may be liable for CalRecycle's costs resulting from errors or deficiencies in designs furnished under its Agreement.
2. When a modification to a remediation contract is required because of an error or deficiency in the services provided under this A&E Agreement, CalRecycle's Contract Manager (with the advice of technical personnel and legal counsel) shall consider the extent to which the A&E Consultant may be reasonably liable.
3. The CalRecycle Contract Manager shall enforce the liability and collect the amount due, if the recoverable cost will exceed the administrative cost involved or is otherwise in CalRecycle's interest. The Contract Manager shall include in the Agreement file a written statement of the reasons for the decision to recover or not to recover the costs from the firm.

Section VI Cost And Payment Provisions

Payment

The Contractor will be reimbursed in arrears for services satisfactorily rendered and approved by CalRecycle's Contract Manager, as promptly as fiscal procedures will permit upon receipt by CalRecycle's Contract Manager of itemized invoices in triplicate. Separate invoices itemizing all costs are required for all work performed under each Work Order.

Labor Rates

During Contract negotiations, labor rates will be determined for the Contractor and subcontractors as required by law. If a rate is not listed for a required service, the Contractor agrees to accept a fair and reasonable rate for that service subject to applicable legal requirements.

A mistake, inadvertence, or neglect by the Contractor in failing to pay the legally required wage rates will be remedied solely by the Contractor and will not, under any circumstances, be considered as the basis of a claim against CalRecycle.

Office Support Employees

Compensation for various project management categories shall be determined during Contract negotiations. This compensation shall be the actual wages, plus any employer payments to or on behalf of the employees for health and welfare, pension, vacation and similar purposes, and include overhead and profit. Compensation for employees not previously identified shall be negotiated between the Contract Manager and the Contractor.

Contractor-owned Equipment (if applicable)

Contractor-owned equipment will be paid for at the rates listed for such equipment in the Department of Transportation publication entitled *Labor Surcharge and Equipment Rental Rates*, which is in effect on the date upon which the work is accomplished, plus a markup to be negotiated, but not to exceed 15 percent. Rates paid for equipment shall include the cost of fuel, oil, lubrication, supplies, small tools, necessary attachments, repairs and maintenance of any kind, depreciation, storage, insurance, and all incidentals.

Payment for equipment identified in a Work Plan and approved as necessary for the timely completion of a project, that will not be operated on a continuous basis throughout the project (e.g., water trucks and haul trucks), will be paid for in accordance with Table VI-1.

Equipment operated for overtime hours will be paid for in accordance with provisions specified in the *Labor Surcharge and Equipment Rental Rates*.

The hours to be paid for equipment that is operated less than 8 hours due to breakdowns shall not exceed 8 less the number of hours the equipment is inoperative due to breakdowns.

More than or equal to 30 minutes of operation shall be considered a full hour of operation. Less than 30 minutes of operation will not be considered as operated.

Table VI-1

Hours Equipment is in Operation	Hours to be Paid
0	4
1	4.5
2	5
3	5.5
4	6
5	6.5
6	7
7	7.5
8	8

If it is deemed necessary to use equipment not listed in the *Labor Surcharge and Rental Equipment Rates*, a suitable rate for such equipment will be established by Contract Manager. The Contractor may furnish any cost data that might assist in the establishment of such rate.

After commencement of work, should it become necessary to suspend work for more than two working days for reasons beyond control of the Contractor, the Contractor shall immediately notify CalRecycle staff in writing. CalRecycle staff will promptly investigate and determine whether or not to compensate the Contractor for idle equipment. If CalRecycle staff determines compensation is warranted, CalRecycle staff will determine whether to maintain the Contractor's equipment on site and compensate the Contractor for idle equipment charges in accordance with provisions of Section 8-1.09, "Right of Way Delays" in the Standard Specifications or direct the Contractor to demobilize the equipment. Contractor will be compensated for demobilization charges or idle equipment charges approved in writing by CalRecycle staff, but shall not have claim to anticipated profit and overhead costs for work not performed.

Rental Equipment (if applicable)

Payment for rental equipment at invoice rates may be allowed by Contract Manager after review of pertinent information provided by the Contractor. This information includes a minimum of three (3) quotes from rental firms. A separate allowance may be permitted for fuel and lube of rental equipment if those costs are not included in the rental agreement. This information shall be included in the Work Plan. A markup to be negotiated, but not to exceed 15 percent, will be allowed for this equipment. If allowed by the Contract Manager, acceptable equipment rates and agreement conditions will be included in the Work Order for site remediation.

Small Equipment And Tools (if applicable)

Individual pieces of equipment or tools, such as disposable items or items that may be used on other projects, and having a replacement value of less than \$500, whether or not consumed by use, shall be considered to be small tools and not eligible for compensation under this Agreement.

Specialty equipment and tools, such as personal protective equipment (PPE), sampling containers, and safety equipment may be eligible for reimbursement if requested in the Work Plan and approved by the Work Order.

Materials (if applicable)

To the total of the direct costs of purchased materials a markup to be negotiated, but not to exceed 15 percent, will be allowed. Cost of materials will be the cost to the Contractor. Only materials furnished by the Contractor and required for the performance of work will be considered for payment. CalRecycle staff reserves the right to furnish such materials as it deems advisable, and the Contractor shall have no claim for costs and markup on such materials.

Communication

CalRecycle may reimburse the Contractor for project-related cellular charges made by the Project Manager while on a project if approved by the Work Order. A weekly rate of \$25.00 may be approved for these purposes only. All other phone charges by the Contractor or subcontractors are considered part of overhead costs and will not be reimbursed.

Subcontractors

When subcontractors are required in performance of the work and have been approved in the Work Order, the Contractor will be compensated for invoiced cost of the services plus a markup to be negotiated, but not to exceed 10 percent. This markup shall reimburse the Contractor for profit and additional administrative costs, and no other additional payment for performance of work by a subcontractor will be made under this Contract.

Non-Hazardous Material Transport And Disposal (if applicable)

When required by the Work Order, non-hazardous materials designated for removal shall be excavated, minimizing unnecessary over-excavation or removal of clean material. Screening or other approved methods may be utilized to separate soil from refuse. The Work Plan shall include rates from licensed haulers for removal of material. Non-hazardous material removed from a site shall be disposed of at appropriately permitted facilities. Disposal costs shall be identified in the Work Plan. A markup to be negotiated, but not to exceed 10 percent, will be allowed for approved transport and disposal charges.

Hazardous Material Transport And Disposal (if applicable)

If any material encountered during the work is determined or is suspected to be a hazardous substance as previously defined, the Contractor shall notify CalRecycle staff. If required by CalRecycle staff or a Work Order, any cleanup, packaging, transportation and disposal or recycling of that material shall follow all prescribed health and safety procedures. Haulers must have appropriate license to transport these materials, and the disposal site shall have permits appropriate for the types and volumes of these materials. A markup to be negotiated, but not to exceed 10 percent, will be allowed for approved transport and disposal charges for these materials.

Insurance

Contractor shall maintain the following insurance policies throughout the life of the Contract:

1. General Liability and Umbrella Insurance, with the following limits:
 - a. \$1,000,000 for each occurrence
 - b. \$2,000,000 general aggregate
 - c. \$5,000,000 umbrella or excess liability
2. Worker's Compensation Insurance, with the following limits:
 - a. \$1,000,000 for each accident for bodily injury by accident
 - b. \$1,000,000 policy limit for bodily injury by disease
 - c. \$1,000,000 for each employee for bodily injury by disease
3. Automobile Liability Insurance, including coverage for all owned, hired and non-owned automobiles, with single limit of liability not less than \$1,000,000.

The Contractor shall provide the Contracts Unit, within ten (10) days after notification of CalRecycle's intent to award, Certificates of Insurance for each of these insurance policies. The Contract will not be fully executed nor can work begin until these Certificates of Insurance have been provided to CalRecycle. The State of California, its officers, agents and employees shall be included as additional insured under the General Liability and Umbrella Liability Policies with respect to liability arising out of or connected with work or operations performed by or on behalf of the Contractor under the Contract.

In the event said insurance coverage expires or is cancelled at any time or times during the term of the Contract, the Contractor shall, at least thirty (30) days prior to said expiration or cancellation date, provide a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of the term of the Agreement. New certificates of insurance are subject to approval by CalRecycle. The Contractor agrees that no work or services shall be performed prior to the receiving of such approval. In the event the Contractor fails to keep in effect at all times the insurance coverage as herein provided, CalRecycle may, in addition to any other remedies it may have, terminate the Contract upon the occurrence of such event. The State of California will not be liable for payment of any premiums or assessments on any of these policies.

Other Services And Material

CalRecycle will reimburse the Contractor for other services, if authorized in the Work Order. Examples of other services include: obtaining permits and licensing fees for site remediation to comply with state and local regulatory agency laws, codes, regulations and ordinances, surveys, sampling and testing, report reproduction, over-night mail, materials and supplies; and other such costs determined reimbursable by CalRecycle staff. A markup to be negotiated, but not to exceed 5 percent, will be allowed other services and materials.

Non-compensable Services

Compensation for overhead costs, office fax and telephone charges, pagers, miscellaneous incidentals and supplies will be deemed to be included in the mark-up percentages applied to labor, equipment, and material charges as noted above. Charges not reimbursable include such items as invoice preparation, project accounting, billing, photocopying invoices and billing information, and administrative overhead. Examples of non-reimbursable expenses are direct or indirect overhead incidental to providing the contracted services and cost of business and professional licenses and permits.

Records

The Contractor shall furnish completed daily work reports on acceptable forms to CalRecycle staff for each day's work. Daily work reports shall itemize the materials used, labor and equipment hours of both Contractor and subcontractor employees and equipment.

A separate report will be maintained by CalRecycle staff. At the end of each workday the work reports shall be compared and any discrepancies resolved. Resolved work reports shall be signed by the Contractor's site superintendent and a copy shall be provided to CalRecycle staff. When these daily work reports are agreed upon and signed by both parties, they shall become the basis of payment for the work performed, but shall not preclude subsequent adjustment based on audits or reviews.

Material charges shall be substantiated by valid copies of vendors' invoices, which shall be submitted with Contractor's billings and as applicable shall include vehicle weight or load slips or record of measurement by vehicle number.

State Income Tax Withholding

Pursuant to California Revenue and Taxation Code Section 18806.1, independent contractors may be subject to one (1) percent State Income Tax withholding.

An independent contractor, as defined in Black's Law Dictionary, is:

“One who, in the exercise of independent employment, contracts to do a piece of work according to their own methods and is subject to their employer's control only as the end product or final result of work.”

Section VII Definition and Terms

General

Unless the context otherwise requires, wherever in this RFQ or addenda, the following abbreviations and terms, or pronouns in place of them, are used, the intent and meaning shall be interpreted as provided in this Section.

Working titles having a masculine gender, such as “draftsman” and “journeyman” and the pronoun “he”, are utilized in these provisions for the sake of brevity, and are intended to refer to persons of either sex.

Abbreviations

ADA	Americans with Disabilities Act
CAL EPA	California Environmental Protection Agency
CalRecycle	Department of Resources Recycling and Recovery
CCR	California Code of Regulations
DVBE	Disabled Veteran Business Enterprise
EPA	Environmental Protection Agency (Federal Government)
GC	Government Code
PCC	Public Contract Code
RFQ	Request for Qualifications
SB	Small Business
SOW	Scope of Work
OSDS	The Department of General Services (DGS), Procurement Division (PD), Office of Small Business and DVBE Services (OSDS)

Cal EPA

The California Environmental Protection Agency

CalRecycle Staff

Staff of the Department of Resources Recycling and Recovery involved in the implementation of this Contract.

Contract

The legally binding agreement between CalRecycle and the party awarded the contract for services as set forth in the Scope of Work contained herein. See Section II, Rules and Conditions, *Commitment*, for the list of the documents which comprise the Contract.

Contract Manager

A person designated by CalRecycle to manage performance under a contract.

Contractor (may also be referred to as “Consultant”)

The person or persons, firm, partnership, corporation, or combination thereof that contracts with CalRecycle to provide work pursuant to this RFQ.

Director

The Director of CalRecycle, or his/her designees. Any references to Executive Officer shall mean the Director and/or designated officer.

Disabled Veteran Business Enterprise (DVBE Certified)

A business that meets all of the following criteria: (1) at least 51% of the business is owned by one or more disabled veterans or, in a business whose stock is publicly held, at least 51% or more of the stockholders are disabled veterans; (2) the management and control of the business are exercised by one or more disabled veterans; (3) the business is domestically owned and its home office is in the United States; and (4) the business has been certified as a DVBE by the State of California, Department of General Services (DGS), Procurement Division (PD), Office of Small Business and DVBE Services (OSDS).

Firm

A party submitting a SOQ.

Legal Holiday

Those days designated as State holidays in the Government Code.

Project Manager

Contractor's representative for all work performed under this Contract. All official correspondence, reports, submittals, billings, and other work done under this Contract shall be reviewed and signed by the Project Manager prior to submittal to CalRecycle.

Scope of Work

The description of work required of the Contractor by CalRecycle.

Small Business (Certified)

A business that has been certified by the Department of General Services (DGS), Procurement Division (PD), Office of Small Business and DVBE Services (OSDS), as a small business as defined in GC 14837 and 2 CCR 1896.

State

The State of California.

State Contract Law

The Public Contract Code and other applicable laws that form and constitute a part of the provisions of this Contract to the same extent as if set forth herein in full.

Subcontractor

A person or entity which contracts with the Contractor to perform all or a portion of the work as specified in the Scope of Work.

Attachments

**Statement of Qualifications
Engineering and Construction Management Services for Civil Engineering
Applications Using Tire Derived Aggregate (TDA)
DRR13056**

A. GENERAL INFORMATION

1. Identification of company submitting this Statement of Qualifications:

Name of firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No: _____ Fax No.: _____

2. Person authorized to execute an agreement for the company:

Name: _____

Title: _____

3. Type of company (must be one of the following, check applicable):

Corporation Partnership Individual Joint Venture

Are you a Certified Small Business? _____

If "YES" attach approval letter from Office of Small Business and Disabled Veteran's Business Enterprise Services.

And list your SB Reference No. _____

Are you a Certified Disabled Veteran's Business Enterprise? _____

If "YES" attach approval letter from Office of Small Business and Disabled Veteran's Business Enterprise Services.

And list your DVBE Reference No. _____

4. Taxpayer federal employer identification number: _____

5. Year organized: _____

6. Under what other or former names has your company operated:

Name of former company:

Dates of operation:

7. Identify total number of current permanent employees: _____

Construction: _____

Administration: _____

Engineering: _____

Highest manpower level in past five years: _____

Lowest manpower level in past five years: _____

8. Identify parent company, if applicable:

Name of firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No: _____ Fax No.: _____

State in which incorporated: _____

9. Agent for Service of Process in California:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No: _____ Fax No.: _____

10. If a corporation, complete the following:

Date of incorporation: _____

State(s) in which incorporated: _____

11. If a partnership, complete the following:

Date of organization: _____

Type of partnership: General Limited

List names and addresses of all partners:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

12. If a joint venture, list names and addresses of all partners in the joint venture (attach additional sheets if necessary):

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

B. LICENSING/HEALTH & SAFETY INFORMATION

1. One registered Professional Civil Engineering (PE) currently licensed through the California Board for Professional Engineers and Land Surveyors issued within the State of California is required. Complete the following:

Licensee(s): _____

License Number(s): _____

Expiration Date(s): _____

2. Do you have a written company Illness and Injury Prevention Program? Yes No

If yes, is it signed by a certified Industrial Hygienist? Yes No

Do you employ a full-time certified Industrial Hygienist? Yes No

3. What is your OSHA lost-time injury/illness incidence rate for the last 3 years? _____

4. What is your OSHA recordable injury/illness incidence for the last 3 years? _____

5. What is your Workers Compensation Insurance Experience Modification Rate (EMR) for the past 3 years? _____

C. FINANCIAL INFORMATION

1. Submit a notarized written statement from your financial institution(s) on letterhead stating the following information:
 - A. Name of company;
 - B. Date account(s) were opened;
 - C. Line of credit? Yes No
 - D. Does the company keep a well-balanced financial position at the bank?

 Yes No

2. Submit an audited or reviewed financial statement, including the Firm's latest balance sheet and income and expense statement dated within the last 12 months showing the following items (annual reports will not be accepted and will be considered unresponsive):
 - A. Current assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses).
 - B. Net fixed assets.
 - C. Other assets.
 - D. Current liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes).
 - E. Other liabilities (e.g., capital, capital stock, authorized and outstanding share par values, earned surplus and related earnings).
 - F. Name of firm preparing financial statement and date thereof.
 - G. Is this financial statement for the proposing organization? If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsiary).

3. Has your company or any of its principals petitioned for bankruptcy within the last 7 years?

 Yes No

If yes, enter the date(s): _____

D. PROJECT EXPERIENCE

Include appropriate experience for both the submitting entity and any proposed subcontractors in this part of the Statement of Qualifications. Reproduce this page for each project listed and add a supplemental numbering system at the bottom of the page (e.g., six projects listed, first page would be SOQ-6, Sheet 1 of 6).

To be considered in the evaluation, projects must meet the following requirements:

1. Involves types of work listed in Section V, Work to be Performed of the RFQ.
2. Be successfully completed within the last 5 years.
3. Be of a minimum contract amount of \$100,000 for the submitting entity or \$25,000 for subcontractors.

Include the name and current telephone number of a client representative who is familiar with the project and can attest to the participation, quality of work, and timeliness of the submitting Contractor or subcontractor in performing the work.

Name of entity claiming experience: _____

Project name/location: _____

Name of client (owner or prime Contractor): _____

Client contact and current telephone number: _____

Contract amount (listed entity only): _____

Percent of work performed with your entity's resources: _____

Type of work (mark all that apply):

- | | |
|---|--|
| <input type="checkbox"/> QA/QC of tire shred placement | <input type="checkbox"/> Construction management |
| <input type="checkbox"/> QA/QC of tire shredding production | <input type="checkbox"/> Installation of monitoring instruments |
| <input type="checkbox"/> Site grading design | <input type="checkbox"/> Data Collection from monitoring instrumentation |
| <input type="checkbox"/> Coordination of TDA supply | <input type="checkbox"/> Evaluation of performance of TDA |
| <input type="checkbox"/> Civil Engineering Design Services | <input type="checkbox"/> Engineering Stability Analysis |
| <input type="checkbox"/> Coordinate Research Projects | |

Experience

Other (must be SOW related) _____

Brief description of the project and your entity's participation: _____

Were liquidated damages applied to the project? Yes No

If yes, explain: _____

E. BONDING INFORMATION

All construction activities require a Performance Bond which unconditionally guarantees the Contractor's and its subcontractor's performance in all respects of the terms, conditions and provisions of the Contract. A Performance Bond is required for every Work Order that involves construction activities and shall be provided to CalRecycle's Contract Manager on or before the signed Work Order is returned to CalRecycle's Contract Manager. This bond must guarantee Contractor's and its subcontractors' compliance with the terms of the Agreement and Work Order. In no event shall Contractor or its subcontractors commence any construction activities unless and until Contractor provides a complete and valid Performance Bond to CalRecycle's Contract Manager.

F. LITIGATION/CLAIMS INFORMATION

1. List any projects in which your entity or any of its principals is currently involved in litigation. Identify lawsuits by name, number, parties, and your claim or participation. (Attach additional copies of this page if required)

Project name: _____

Project location: _____

Lawsuit name: _____

Lawsuit number: _____ Date of lawsuit: _____

County/state where filed: _____

Parties involved: _____

Lawsuit claim: _____

2. List any projects within the last five years in which your entity or any of its principals has been involved in litigation. Identify lawsuits by name, number, parties, and your claim or participation. (Attach additional copies of this page if required)

Project name: _____

Project location: _____

Lawsuit name: _____

Lawsuit number: _____ Date of lawsuit: _____

County/state where filed: _____

Parties involved: _____

Lawsuit claim: _____

3. Has your company ever been terminated or unilaterally elected to terminate from a project before completion?
If so, complete the following adding additional pages as necessary:

Project name: _____

Project location: _____

Client: _____

Address: _____

Contact name/current telephone no.: _____

Date of termination: _____

Reason for termination: _____

Project name: _____

Project location: _____

Client: _____

Address: _____

Contact name/current telephone no.: _____

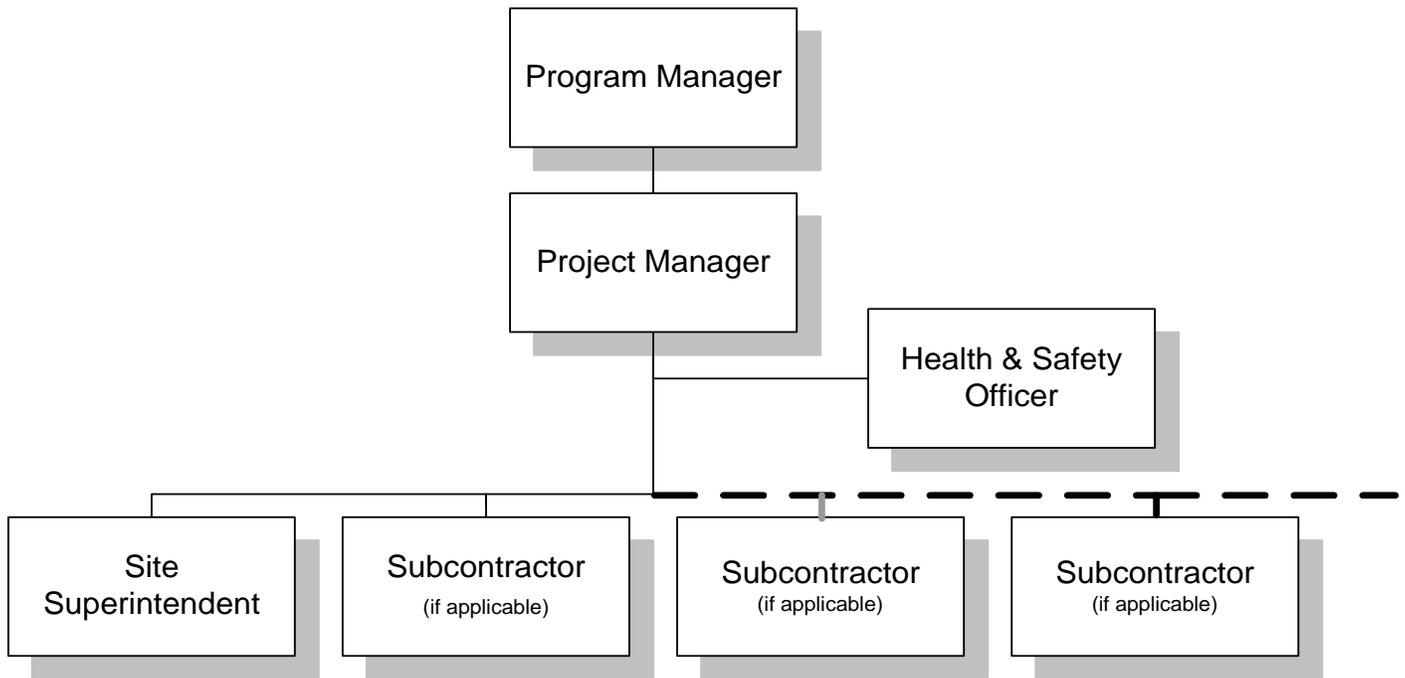
Date of termination: _____

Reason for termination: _____

G. PERSONNEL & ORGANIZATIONAL INFORMATION

Attach an organization chart indicating the Project Manager and other staff designations as required by the RFQ. Other personnel may be included in the organization chart. A resume is required for each person shown on the organization chart. Only personnel listed on the organizational chart may attend interviews and negotiation meetings. Each resume shall include, at a minimum, the following:

1. Current position in the firm.
2. Experience for at least the last 5 years.
3. Major projects and accomplishments.
4. Education and special training.
5. Professional Registrations, include certificate number(s).
6. Professional affiliations.



H. ACKNOWLEDGMENT/AUTHORIZATION FORM

The undersigned represents that (s)he is authorized to legally bind the firm submitting this Statement of Qualifications.

The undersigned acknowledges that submittal of this Statement Of Qualifications package constitutes an irrevocable offer for a 90-day period for CalRecycle to award the Contract.

The undersigned acknowledges that (s)he has read this Request for Qualifications, and the documents identified under Section II, Rules and Conditions, *Commitment*, which with this SOQ package shall comprise the Contract, and that, if awarded the Contract the firm shall accept the provisions therein.

The undersigned hereby authorizes and requests any person, firm, agency, or corporation, etc. to furnish any information requested by CalRecycle regarding any information referenced or contained in this Statement of Qualifications package.

I certify under penalty of perjury that the foregoing is true and correct. This certification is made under the laws of the State of California.

Print Name of Authorized Representative

Name of Organization

Signature of Authorized Representative

Location Where Signed

Title of Authorized Representative

Date Signed

Telephone Number

Acknowledgment of Addenda:

Addendum No.

Signature

Scoring Criteria
Engineering and Construction Management Services for Civil Engineering
Applications Using Tire Derived Aggregate (TDA)
DRR13056

Contractor/Company Name: _____

CRITERIA	MAXIMUM POINTS
Overall professional experience, reliability, and continuity of the firm as related to the tasks described in the RFQ	20
Professional experience of the firm in executing contracts of a similar nature.	15
Adequacy of personnel numbers within specific disciplines required to complete the work required by the RFQ and the adequacy of number of principal(s) which are intended to be assigned in the contract.	20
Experience and training of key personnel as related to the work described in the RFQ and knowledge of applicable regulations and technology associated with the contract.	15
Quality and timeliness of recently completed or nearly completed projects, which were similar to the work described in the RFQ.	10
Specialized qualifications for the services to be performed.	5
Knowledge of applicable regulations and technology associated with the contract.	15

Compliance With Government Code, Section 87100

Government Code, Section 87100 provides: No public official at any level of state or local government will make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he or she has a financial interest. Contractors that provide recommendations and advice that may influence decision-making are required to comply with the disclosure requirements of the conflict of interest laws promulgated under the Political Reform Act.

The prospective contractors and subcontractors, if any, shall disclose any present or prior (within the last two years) financial, business, or other relationship with CalRecycle. These disclosures will be made under penalty of perjury.

In addition to the disclosures required above, list current clients subject to any discretionary action by CalRecycle, or who may have a financial interest in the policies and programs of CalRecycle, and describe any current or planned work activities the contractor is performing for such clients. These disclosures will be made under penalty of perjury. The Firm and its subcontractors (if any) will be required to file statements of economic interests with CalRecycle upon award of the Contract. CalRecycle will keep copies of the statements of economic interest and forward the originals to the Fair Political Practices Commission.

CURRENT CLIENTS MEETING ABOVE CRITERIA

<u>Client Name</u>	<u>Contract</u>	<u>Address</u>	<u>Phone</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

A determination by CalRecycle that a conflict of interest exists as a result of the disclosed relationships will be grounds for disqualifying a Firm.

Public Contract Code Section 10162 - Questionnaire

In accordance with Public Contract Code Section 10162, the Proposer shall complete, under penalty of perjury, the following questionnaire:

Has the Proposer, any officer of the Proposer, or any employee of the Proposer who has a proprietary interest in the Proposer, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state or local government project because of a violation of law or safety regulation? If the answer is yes, attach an explanation.

Yes

No

Public Contract Code Section 10285.1 Statement

In accordance with Public Contract Code Section 10285.1, Proposer shall complete, under penalty of perjury, the following statement:

Has the proposer been convicted within the preceding three years of any offenses referred to in Public Contract Code Section 10285.1, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or federal antitrust law in connection with the bidding upon, award of or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University? The term "proposer" is understood to include any partner, member officer, director, responsible officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Yes

No

Noncollusion Affidavit

(Title 23 United States Code Section 112 and
Public Contract Code Section 7106)

In accordance with Title 23, United States Code, Section 112, and Public Contract Code 7106 if federally funded, or Public Contract Code 7106 if state funded, the proposer declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any proposer or anyone else to put in a sham bid, or that anyone shall refrain from bidding; has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the proposer or any other proposer, or to fix any overhead, profit, or cost element of the bid price, or of that of any other proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the proposer has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Note: The above Noncollusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of the Noncollusion Affidavit. Proposers are cautioned that making a false certification may subject the certifier to criminal prosecution.

SIGNATURE:

Signature of Authorized Representative

Printed Name and Title

Iran Contracting Act

Public Contract Code Sections 2202-2208

Prior to bidding on, submitting a proposal or executing a contract or renewal for a State of California contract for goods or services of \$1,000,000 or more, a vendor must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services (“DGS”) pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; or b) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d).

To comply with this requirement, please insert your vendor or financial institution name and Federal ID Number (if available) and complete **one** of the options below. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of \$250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

OPTION #1 – CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars (\$20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

<i>Vendor Name/Financial Institution (Printed)</i>		<i>Federal ID Number (or n/a)</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in</i>	

OPTION #2 – EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or enters into or renews, a contract for goods and services.

If you have obtained an exemption from the certification requirement under the Iran Contracting Act, please fill out the information below, and attach documentation demonstrating the exemption approval.

<i>Vendor Name/Financial Institution (Printed)</i>		<i>Federal ID Number (or n/a)</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>	<i>Date Executed</i>	

Certification Of Small Business/Disabled Veteran's Business Enterprise (DVBE) Requirements

The undersigned acknowledges that they have read all of the requirements set forth in the Request for Qualifications and, if awarded this Agreement, they will comply with the State's SB/DVBE requirements or make every reasonable effort to meet these SB/DVBE Participation goals.

I certify under penalty of perjury that the foregoing is true and correct. This certification is made under the laws of the State of California.

Name of Organization _____

Signature of Authorized Representative _____

Location where signed _____

Printed Name and Title _____ Date _____

Small Business/Micro Business/Disabled Veteran Business Enterprises (DVBE) Participation Summary

Please Note: This form is only required at the time of SOQ submittal if the prime contractor has identified sub-contractors to be used during the course of the agreement or if the prime contractor is certified as a small or disabled veteran business enterprise.

MARK ONE FOR EACH FIRM USED			NAME OF FIRM	NATURE OF WORK	TOTAL DOLLAR AMOUNT OF WORK (Mark one for each firm used)			CERTIFICATION FORM ATTACHED
PRIME BIDDER	SUBCONTRACTOR	SUPPLIER			SMALL BUSINESS	MICRO BUSINESS	DVBE	
					\$	\$	\$	
					\$	\$	\$	
					\$	\$	\$	
					\$	\$	\$	
					\$	\$	\$	
					\$	\$	\$	
					\$	\$	\$	
					\$	\$	\$	

The appropriate certification letter issued by the Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) can be attached for each Small Business, Micro Business and DVBE Business identified above.

Small Business (SB) and Disabled Veteran Business Enterprise (DVBE) Subcontractor Payment Certification

As Contractor of record for the Department of Resources Recycling and Recovery, Contract number _____, I certify, in accordance with Government Code 14841 and Military and Veteran Code § 999.5, that pursuant to the terms and conditions of the contract, all payments have been made to the SB or DVBE firm(s) listed below for commodities or services rendered as the SB or DVBE subcontractor(s) of record. I understand certification must be made to the Department of Resources Recycling and Recovery within 60 days of receiving final payment under this Agreement. I further understand and acknowledge that falsification of this Certification may result in the imposition of civil or criminal penalties for not less than \$2,500 or more than \$25,000 for each violation.

Please copy this form to include as many SB or DVBE firms as necessary. Authorized signatures and information are required on each separately submitted form. Return to: Department of Resources Recycling and Recovery, Contracts Unit- MS 19-A, Attn: Colleen Rubens, SB/DVBE Advocate, P.O. Box 4025, Sacramento, CA 95812-4025

SB/MB/DVBE SUBCONTRACTOR INFORMATION

Contract Firm Name			
Name of Firm Representative			
Title			
	Phone:	Fax:	
Firm Address	Street:		
	City:	State:	Zip:
Contract Number			
Total Amount Received Under this Contract	\$	Date Final Payment Received: / /	

SB/DVBE SUBCONTRACTOR INFORMATION

SB/DVBE Subcontractor	Street Address	City	State	Zip	Amount Paid	Participation Achieved
						%
						%
						%
						%

Printed Name		Signature:	
Title:		Report Date:	

STATE OF CALIFORNIA
 Department of Resources Recycling and Recovery
 CALRECYCLE 74C (Revised 1/10 for Contracts)

To be completed by Contractor	
Name of Contractor:	
Contract #::	Work Order #:

Recycled-Content Certification

Check this box if no products, materials, goods, or supplies were purchased with contract dollars and submit to your CalRecycle contract manager.

This form may be completed by contractor, vendor, bidder, buyer, state-contracting officer, or state purchasing agent. The form must be completed and returned to CalRecycle with a row completed for each product purchased with contract dollars. Attach additional sheets if necessary. Information must be included, even if the product does not contain recycled-content material. Product labels, catalog/website descriptions, or bid specifications may be attached to this form as a method of providing that information.

Contractor's Name _____ Date _____
 Address _____ Phone _____
 Fax _____ E-mail _____ Web site _____

Product Manufacturer	Product Description / Brand	Purchase Amount (\$)	¹ Percent Postconsumer Material	² SABRC Product Category Code	Meets SABRC

Public Contract Code sections 12205 (a) (1) (2) (3) (b) (1) (2) (3)

I certify that the above information is true. I further certify that these environmental claims for recycled content regarding these products are consistent with the Federal Trade Commission's Environmental Marketing Guidelines in accordance with PCC 12205.

Print name _____ Signature _____ Company _____ Date _____

(See footnotes on the back of this page.)

1. *Postconsumer material comes from products that were bought by consumers, used, then recycled. For example: a newspaper that has been purchased and read, next recycled, and then used to make another product would be postconsumer material.*

If the product does not fit into any of the product categories, enter "N/A." Common N/A products include wood products, natural textiles, aggregate, concrete, electronics such as computers, TV, software on a disk or CD, telephone

2. *Product category refers to one of the product categories listed below, into which the reportable purchase falls. For products made from multiple materials, choose the category that comprises most of the product by weight, or volume.*

Note: For reused or refurbished products, there is no minimum content requirement.

For additional information visit www.CalRecycle.ca.gov/BuyRecycled/.

Code	Description	Minimum content requirement
Product Categories (11)		
1	Paper Products - Recycled	30 percent postconsumer fiber, by fiber weight
2	Printing and Writing - Recycled	30 percent postconsumer fiber, by fiber weight
3	Compost, Co-compost, and Mulch - Recycled	80 percent recovered materials. i.e., material that would otherwise be normally disposed of in a landfill
4	Glass - Recycled	10 percent postconsumer, by weight
5	Rerefined Lubricating Oil - Recycled	70 percent re-refined base oil
6a	Plastic - Recycled	10 percent postconsumer, by weight
6b	Printer or duplication cartridges	a. Have 10 percent postconsumer material, or b. Are purchased as remanufactured, or c. Are backed by a vendor-offered program that will take back the printer cartridges after their useful life and ensure that the cartridges are recycled and comply with the definition of recycled as set forth in Section 12156 of the Public Contract Code.
7	Paint - Recycled	50 percent postconsumer paint (exceptions when 50 % postconsumer content is not available or is restricted by a local air quality management district, then 10% postconsumer content may be substituted)
8	Antifreeze - Recycled	70 percent postconsumer material
9	Retreated Tires - Recycled	Use existing casing that has undergone retreading or recapping process in accordance with Public Resource Code (commencing with section 42400).
10	Tire- Derived - Recycled	50 percent postconsumer tires
11	Metals - Recycled	10 percent postconsumer, by weight

Client References

List at least three (3) client references that can attest to the firm's qualifications to fulfill the requirements of the Scope of Work. List the most recent first. Client references must also be provided for any subcontractors identified in this SOQ. Duplicate and attach additional pages as necessary.

FIRM'S / SUBCONTRACTOR'S NAME:**REFERENCE 1**

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Cost of Service	
Brief Description of Service Provided			

REFERENCE 2

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Cost of Service	
Brief Description of Service Provided			

REFERENCE 3

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Cost of Service	
Brief Description of Service Provided			

If three references cannot be provided, explain why:

Proposal Completion Checklist

The following checklist is provided as a courtesy to assist in the preparation of your SOQ package. Please note this checklist may not identify all items required for your SOQ. It is the responsibility of the proposer to provide all required information and items whether noted on this checklist or not. **If any required information or item(s) are missing from the SOQ package, the package will be considered incomplete and will be disqualified from the process.**

- Signed cover letter printed on company letterhead.
 - All documents submitted double-sided on paper made of 100% post-consumer recycled content fiber, as attested to in the cover letter.
 - Copy of all Required Licenses - Copy of the license of Professional Civil Engineer (PE) licensed through the California Board for Professional Engineers and Land Surveyors, and copies of licenses of all team member who will provide "professional" services under this contract (see Qualifications/Licenses)
 - Copy of Required License(s) (Secretary of State)
 - Notarized Statement from Financial Institution
 - Audited or Reviewed Financial Statement
 - Resumes of all required parties
 - Organizational Charts
 - Attachment A, Statement of Qualifications
 - Attachment B, Scoring Criteria (Note: Not a required item)
 - Attachment C, Government Code Section 87100 Form
 - Attachment D, PCC Section 10162 Questionnaire, PCC Section 10285.1 Statement, and Non-Collusion Statement
 - Attachment E, PCC Section 2202-2208 Iran Contracting Act
 - Attachment F, Certification Of Small Business/Disabled Veteran's Business Enterprise (DVBE) Requirements
 - Attachment G, Small Business/Disabled Veteran Business Enterprise (DVBE) Participation Summary
 - Attachment J, Client References
-

The following number of SOQ packages must be submitted as the Contractor's response to this RFQ:

- One (1) unbound reproducible original SOQ package marked "Original"
 - Three (3) bound copies of the SOQ package marked "Copy".
 - One (1) Electronic copy of SOQ Package in Adobe Acrobat format with all documents in a single file, including all attachments.
-

The following form is only required upon submittal as applicable pursuant to the provisions outlined in Section III, *Submittal Requirements*:

- Certification of Target Area Contract Preference Act
-

The following forms are not required at the time of the SOQ package submission but will be required by the successful contractor during the contract period:

- Attachment I, Recycled Content Certification
 - Payee Data Record (Standard Form 204 viewable at <http://www.calrecycle.ca.gov/Contracts/Forms/default.htm>)
 - Attachment H, Small Business (SB) and Disabled Veteran Business Enterprise (DVBE) Subcontractor Payment Certification
-

Please note that if any required information or items are missing from the SOQ package, the package will be considered incomplete and will be disqualified from the process.