

Submission Confirmation Form

1. Bidder Information

The full legal name of the Bidder:	
State of Incorporation:	
Bidder Address:	
Contractor's License Number and Expiration Date:	
DIR Registration Number	
Bidder Contact Person (name, title):	
Telephone:	
Email:	

2. Confirmation Forms Included

FORM	CONFIRM INCLUDED
Technical Proposal	☐
Financial Workbook (Excel)	☐

3. Important Notes

Technical Bids are to be packaged following the instructions in the Bidder's Workbook and should be submitted as .pdf documents. While the .pdf documents may be either grouped together or submitted separately, the Financial Workbook should be submitted as a standalone excel sheet.

If an external document is referenced in any Bidder responses, it is preferred that the document be submitted as a separate .pdf document.

4. List of Subcontractors

The Bidder shall provide the following information for each Subcontractor to whom the Bidder proposes to subcontract portions of the work in an amount in excess of one-half of one percent of the total Bid Proposal or \$10,000, whichever is greater. Complete the table below for each subcontractor. Add additional tables, as necessary. Be sure to include all subcontractors, such as meter installers, AMI Data Collection Equipment Installers,

Name of Subcontractor 1:	
Role of Subcontractor on Project:	
State of Incorporation:	
Subcontractor Address:	
Contractor's License Number and Expiration Date:	
DIR Registration Number:	
Contact Person (name, title):	
Telephone:	
Email:	

Name of Subcontractor 2:	
Role of Subcontractor on Project:	
State of Incorporation:	
Subcontractor Address:	
Contractor's License Number and Expiration Date:	
DIR Registration Number:	
Contact Person (name, title):	
Telephone:	
Email:	

Name of Subcontractor 3:	
Role of Subcontractor on Project:	
State of Incorporation:	
Subcontractor Address:	
Contractor's License Number and Expiration Date:	
DIR Registration Number:	

Contact Person (name, title):	
Telephone:	
Email:	

Name of Subcontractor 4:	
Role of Subcontractor on Project:	
State of Incorporation:	
Subcontractor Address:	
Contractor's License Number and Expiration Date:	
DIR Registration Number:	
Contact Person (name, title):	
Telephone:	
Email:	

Name of Subcontractor 5:	
Role of Subcontractor on Project:	
State of Incorporation:	
Subcontractor Address:	
Contractor's License Number and Expiration Date:	
DIR Registration Number:	
Contact Person (name, title):	
Telephone:	
Email:	

5. No Public Statements or Lobbying

The Bidder must not publish, issue or make any statements or news release, electronic or otherwise, concerning its Bid, or any other Bid, the RFP process, or the award of the Contract, without the express prior written consent of the City. The Bidder must not engage in any form of political or other lobbying whatsoever with respect to this RFP or otherwise attempt to influence the outcome of the RFP process directly or indirectly by any manner whatsoever other than by submitting a Bid. This includes contacting

any City staff outside the Bidding System. A failure to respect the above restrictions may lead to disqualification of the Bidder.

6. Certification: No Collusion or Bid Rigging

The Bidder certifies that:

- (a) the prices in their Bid have been arrived at independently from those of any other bidders;
- (b) the prices in their Bid have not been knowingly disclosed by the Bidder, and will not knowingly be disclosed by the Bidder prior to award, directly or indirectly to any other bidder or competitor; and
- (c) no attempt has been made, nor will be made, to induce any other person to submit, or not to submit a Bid, for the purpose of restricting competition.

7. Certification: No Conflict of Interest or Unfair Advantage

The City will reject a Bid if there is a potential, actual or apparent conflict of interest or an unfair advantage that, in the City's opinion, compromises the fairness of the competitive process. The Bidder is required to certify that it does not have a conflict of interest or unfair advantage by answering yes or no to the following statements and disclosing any other situation that may be considered a conflict of interest or may provide an unfair advantage to the Bidder:

The Bidder has access to confidential information of the City that is relevant to this RFP process and is not available to other Bidders.	☐ yes ☐ no
The Bidder, a Bidder employee or proposed team member: (a) was involved in the development of any of the RFP documents or (b) received advice from someone involved in the development of any aspect of the RFP document.	☐ yes ☐ no
The Bidder, a Bidder employee or proposed team member: has or has had business or personal relationships with any of the City's elected officials, employees or representatives that could create an appearance of bias or advantage.	☐ yes ☐ no
The Bidder, including any proposed personnel, has commitments, relationships or financial interests that could be, or might appear to be, incompatible with the impartial and unbiased performance of the Work.	☐ yes ☐ no
If the answer to any of the above questions is "yes", please set out the details below:	
<Insert details of potential conflict or unfair advantage. A potential conflict / unfair advantage should be disclosed as soon as possible to avoid an unnecessary expenditure of time preparing a Bid.>	

8. Acknowledgement: Confidential Information

The City will use reasonable efforts to protect pricing, commercial terms and other sensitive and confidential information provided by the Bidders and identified as being confidential information (“**Bidder Confidential Material**”), however the City accepts no liability in the event that the Bidder Confidential Material, or any part of it, is disclosed even if the City, its advisors, staff, or consultants may have been negligent with respect to such disclosure.

The Bidder acknowledges that its name and total contract value will be publicly disclosed and that the Bid and any related information may be:

- (a) disclosed to the City’s staff, advisors and consultants for the purposes of conducting the RFP process;
- (b) disclosed to the City’s elected officials for the purposes of oversight and decision-making; and
- (c) subject to public disclosure in accordance with the California Public Records Act (Government Code §6250 et seq.) or any other applicable public information or privacy laws.

9. Acknowledgement: No City Liability

The Bidder accepts that its participation in this Bid process is voluntary and that it does not have any right to compensation in connection with its participation in the Bid process or its outcome, including claims for Bid preparation costs, loss of profit or loss of opportunity. The City will not be liable for any claim arising out of this Bid process.

ON BEHALF OF BIDDER, I UNDERSTAND AND ACCEPT THE TERMS OF THE BID PROCESS:

Signature:	
Name:	
Title:	
Date:	

This form may be executed by hand-written or electronic signature.