



## **Required Documents**

### **THE FOLLOWING FORMS ARE REQUIRED TO BE SUBMITTED WITH EACH RESPONSIVE BID:**

- ACKNOWLEDGMENT OF ADDENDA 1.5.3
- OFFER SERVICE, PARTS AND DISTRIBUTION INFORMATION 1.5.4
- NC SUPPLIER CONTACT FORM 1.5.5
- PRICING SCHEDULES
  - BUSES 1.5.6
  - ALTERNATE EQUIPMENT (submit for all buses being bid) 1.5.7
  - OPTIONAL EQUIPMENT/SERVICES (submit for all buses being bid) 1.5.8
  - OPTIONAL EQUIPMENT – SPECIAL TOOLS (submit for all buses being bid) 1.5.9
  - OPTIONAL EQUIPMENT – SPARE PARTS (submit for all buses being bid) 1.5.10

### **FEDERAL CERTIFICATIONS AND STATE FORMS**

- ATTACHMENT A:: CERTIFICATION REGARDING LOBBYING
- ATTACHMENT B: TRANSIT VEHICLE MANUFACTURER'S (TVM) CERTIFICATION
- EITHER ATTACHMENT C OR D:  
CERTIFICATION OF COMPLIANCE WITH BUY AMERICA OR  
CERTIFICATION OF NON-COMPLIANCE WITH BUY AMERICA (SUBMIT ONLY ONE,
- ATTACHMENT E: CERTIFICATION REGARDING DEBARMENT AND  
SUSPENSION
- ATTACHMENT F: CERTIFICATION OF COMPLIANCE WITH BUS TESTING  
REQUIREMENT

### **STATE FORMS**

- ATTACHMENT G: E-VERIFY DOC FILLED OUT AND SIGNED
- ATTACHMENT H: IRAN DIVESTMENT ACT DOC FILLED OUT AND SIGNED
- ATTACHMENT I: CONFLICT OF INTEREST DOC FILLED OUT AND SIGNED
- OFFER AND AWARD 1.6

### **ADDITIONALLY, THE FOLLOWING INFORMATION SHALL BE SUBMITTED WITH THE BIDS:**

- WARRANTY INFORMATION.
- OFFEROR VEHICLE TECHNICAL INFORMATION (SEE SECTION 7 OF TECHNICAL SPEC)
- INFORMATION AND DESCRIPTIVE LITERATURE: PROPOSERS ARE REQUESTED TO FURNISH WITH THEIR BID DETAILED DESCRIPTIVE LITERATURE, SKETCHES, AND COMPLETE SPECIFICATIONS COVERING THE PRODUCTS OFFERED AND OTHER PERTINENT DATA NECESSARY FOR THE EVALUATION OF THEIR BID.

### 1.5.3 Acknowledgement of Addenda

The following form shall be completed and included in the bid.  
Failure to acknowledge receipt of all addenda may cause the bid to be considered nonresponsive to the solicitation. Acknowledged receipt of each addendum must be clearly established and included with the Offer.

#### **ACKNOWLEDGMENT OF ADDENDA**

The undersigned acknowledges receipt of the following addenda to the documents:

Addendum No.	_____	1	Dated
Addendum No.	_____	1	Dated
Addendum No.	_____	1	Dated
Addendum No.	_____	1	Dated
Addendum No.	_____	1	Dated
Addendum No.	_____	1	Dated

Offeror: _____ Name	_____
	Street Address
	City, State, Zip
	Signature of Authorized Signer
	Title
	Phone

**1.5.4 OFFEROR SERVICE, PARTS AND DISTRIBUTION INFORMATION**

**QUESTIONNAIRE**

**THE FOLLOWING MUST BE FILLED IN BY THE PROPOSER**

**SERVICE AND PARTS**

Names, addresses and telephone numbers of representatives who will render services and provide parts under this contract (Use additional sheets if necessary):

<b>Name</b>		<b>Phone</b>	
<b>Address</b>		<b>Fax</b>	
<b>City, State, Zip</b>		<b>Email</b>	

<b>Name</b>		<b>Phone</b>	
<b>Address</b>		<b>Fax</b>	
<b>City, State, Zip</b>		<b>Email</b>	

<b>Name</b>		<b>Phone</b>	
<b>Address</b>		<b>Fax</b>	
<b>City, State, Zip</b>		<b>Email</b>	

<b>Name</b>		<b>Phone</b>	
<b>Address</b>		<b>Fax</b>	
<b>City, State, Zip</b>		<b>Email</b>	

**Policy for Delivery of parts and Components to be purchased for Service and Maintenance**

Regular Method of Shipment \_\_\_\_\_

Cost to Procuring Agency \_\_\_\_\_

**DISTRIBUTION**

Number of distribution points from which contract will be serviced: \_\_\_\_\_  
(Use additional sheets if necessary)

<b>Distribution points location (City &amp; State):</b>			
<b>1</b>		<b>6</b>	
<b>2</b>		<b>7</b>	
<b>3</b>		<b>8</b>	
<b>4</b>		<b>9</b>	
<b>5</b>		<b>10</b>	

**1.5.5 N C SUPPLIER CONTACT FORM**

<b>Company Information</b>	
Company Name	
Address	
City, State, Zip Code	
Company Phone	
Company Fax	
Description of Products Sold	
Does your company utilize fulfillment partners/channel partners(dealers, distributors, resellers, etc.)?	Yes No
Customer Service Phone Number	
Federal Tax ID Number	
Ariba Network ID (if applicable)	
Dun & Bradstreet Number	
Website URL (if applicable)	
<b>Business Contact – Person who understands NC relationships and who can serve as a project manager</b>	
First and Last Name	
Job Title	
Phone Number	
Fax Number	
E-Mail Address	
Address (if different from above)	
<b>Technical Contact – (If different from above) – Person within your organization who can assist with the creation of an electronic product catalog for your contract line items</b>	
First and Last Name	
Job Title	
Phone Number	
Fax Number	
E-Mail Address	
Address (if different from above)	
<b>Corporate eCommerce Contact – (If different from above) – Person within your organization who best understands the company eCommerce initiatives and will communicate these initiatives to the organization</b>	
First and Last Name	
Job Title	
Phone Number	
Fax Number	
E-Mail Address	
Address (if different from above)	

**FURNISH AND DELIVER PER THE ATTACHED SPECIFICATIONS AND REQUIREMENTS:**

**1.5.6 PRICING AND DELIVERY TIME SCHEDULES – BUSES**

**GROUP I: Heavy Duty, Diesel Low Floor Bus:**

ITEM	EQUIPMENT DESCRIPTION	UNIT PRICE
1	30' Heavy Duty, Low-floor Bus	\$

**DELIVERY TIME:**

Manufacturer's maximum period for completion and delivery of these buses shall be fourteen (14) months from the receipt of a purchase order. The manufacture confirms their delivery time to be \_\_\_\_\_ months from the receipt of a purchase order.

\*\*\*\*\*

**THE PROPOSER OR OFFEROR, \_\_\_\_\_, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE BID PRICES STATED ABOVE.**

\_\_\_\_\_ Signature of the Proposer or Offeror's Authorized Official

\_\_\_\_\_ Name and Title of the Proposer or Offeror's Authorized  
Official

\_\_\_\_\_ Date

**1.5.7 PRICING SCHEDULES – ALTERNATE EQUIPMENT FOR BUSES**

<b>ITEM</b>	<b>APPLICABLE MODEL</b>	<b>EQUIPMENT DESCRIPTION</b>	<b>UNIT PRICE</b>
6	ALL	SIDE WINDOW CONFIGURATION Upper transom / Fixed lower window configuration	\$ _____
7	ALL	JOMAR FIRE SUPPRESSION SYSTEM	\$ _____
8	ALL	KIDDE FIRE SUPPRESSION SYSTEM	\$ _____
9	ALL	ZF ECOMAT TRANSMISSION	\$ _____
10	ALL	VOITH TRANSMISSION D864.3E	\$ _____
11	ALL	THERMO KING T14 withX426 COMPRESSOR AND CLUTCH ASSEMBLY	\$ _____
12	ALL	THERMO KING T14 withX430 COMPRESSOR AND CLUTCH ASSEMBLY	\$ _____
13	ALL	HIGH BACK RECLINING SEATS WITH ARM AND FOOT REST	\$ _____
14	ALL	PRICE ADJUSTMENT FOR SINGLE DOOR VERSUS TWO DOOR BODY DESIGN	\$ _____
15	ALL	AMERICAN SEATING METROPOLITAN MODEL	\$ _____
16	ALL	AMERICAN SEATING INNOVATOR MODEL 850	\$ _____
17	ALL	LIQUID FILLED FRONT HUBS IN LIEU OF GREASE PACKED	\$ _____
18	ALL	FUEL CAP – HINGED POSITIVE LOCK FUEL FILLER CAP IN LIEU OF EMCO WHEATON	\$ _____
19			\$ _____
20			\$ _____
21			\$ _____
22			\$ _____
23			\$ _____
24			\$ _____
25			\$ _____
26			\$ _____
27			\$ _____
38			\$ _____
29			\$ _____

**1.5.8 PRICING SCHEDULES – ALTERNATE EQUIPMENT FOR BUSES**

<b>ITEM</b>	<b>APPLICABLE MODEL</b>	<b>EQUIPMENT DESCRIPTION</b>	<b>UNIT PRICE</b>
30	ALL	BRT DESIGN	\$ _____
31	ALL	APOLLO 10 CAMERA (7 INTERIOR/3EXTERIOR) SYSTEM WITH 3TB STORAGE AND AUDIO RECORDING	\$ _____
32	ALL	APOLLO GPS RECEIVER	\$ _____
33	ALL	WIRELESS LAN TO UPLOAD VIDEO DATA	\$ _____
34	ALL	APOLLA HARD DISK PLAYER	\$ _____
35	ALL	APOLLO AXIS ACCELEROMETER	\$ _____
36	ALL	APPOLLO VEHICLE INFORMATION BASE SOFTWARE	\$ _____
37	ALL	ANGELTRAX 10 CAMERA SYSTEMS	\$ _____
38	ALL	ANGELTRAX DVR REVIEW STATION	\$ _____
39	ALL	SEON 13 CAMERA SYSTEM	\$ _____
40	ALL	SEON DVR REVIEW STATION	\$ _____
41	ALL	AVAS CENTRAL RECORDING STATION	\$ _____
42	ALL	AVAS ROUTE MAPPING MODULE	\$ _____
43	ALL	AVAS VEHICLE MONITORING MODULE	\$ _____
44	ALL	AVAS WIRELESS AREA NETWORK	\$ _____
45	ALL	AVAS DAILY TRAINING UNIT	\$ _____
46	ALL	APC UTA SMART DOOR	\$ _____
47	ALL	FULL REPLACEMENT SET OF BATTERIES FOR BUS	\$ _____
48	ALL	PEDESTRIAN TURN WARNING SYSTEM	\$ _____
49	ALL	DOVE TAIL DETACHABLE MIRRORS	\$ _____
50	ALL	AUXILLIARY DASH MOUNTED FAN	\$ _____
51	ALL	1 COMPLETE BUS SET OF SEAT INSERTS	\$ _____
52	ALL	SINGLE LOGIN INTEGRATION OF DR700, GFI FAREBOX AND TIWN VISION SIGNS	\$ _____
53	ALL	2 WHEEL/TIRES PER BUS	\$ _____

54	ALL	EMCO-WHEATON FUEL FILLER	\$_____
55	ALL	MULTI FUNCTION DASH DISPLAY	\$_____
56	ALL	EMP MINI HYBIRD COOLING SYSTEM	\$_____
57	ALL	AFC1 ODYESSY FARE COLLECTION SYSTEM	\$_____
58	ALL	AFC1 ODYESSY DAILY TRAINING MODULE	\$_____
59	ALL	AFC1 FAST FARE COLLECTION SYSTEM	\$_____
60	ALL	AFC1 FAST FARE DAILY TRAINING MODULE	\$_____
61	ALL	ROUTE NUMBER SIGN LOCATED ON THE DASH NEAR THE FRONT ENTRY DOOR	\$_____
62	ALL	ENGINE EXTENDED WARRANTY – PER YEAR	\$_____
63	ALL	TRANSMISSION EXTENDED WARRANTY – PER YEAR	\$_____
64	ALL	OVERHEAD STORAGE AND LIGHTING PACKAGE	\$_____

**THE PROPOSER OR OFFEROR, \_\_\_\_\_, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE BID PRICES STATED ABOVE.**

\_\_\_\_\_ Signature of the Proposer or Offeror’s Authorized Official

\_\_\_\_\_ Name and Title of the Proposer or Offeror’s Authorized  
Official

\_\_\_\_\_ Date



**1.5.9 PRICING SCHEDULES – OPTIONAL EQUIPMENT FOR BUSES – SPECIAL TOOLS**

In addition to completing the bid prices below, the manufacturer should attach additional information describing (manufacturer, model number, accessories included etc.) in detail the equipment to be provided for that price. It is assumed that this special equipment is applicable to all bus models unless otherwise indicated by the Manufacturer.

If other special tools or equipment are required for the routine troubleshooting and maintenance of the manufacturer’s buses, such equipment should be identified and added to this list (additional sheets may be attached).

ITEM	EQUIPMENT DESCRIPTION	UNIT PRICE
79	Multiplexing system – diagnostic reader w/software	\$ _____
80	Towing adapters	\$ _____
81	Jacking adapters	\$ _____
82	Engine and Transmission Dolly	\$ _____
83	Engine tune up kit (Vendor to specify contents)	\$ _____
84	Break out boxes for engine (Vendor to specify contents)	\$ _____
85	Engine Handheld diagnostic readers w/software and printer	\$ _____
86	Break out boxes for transmission (Vendor to specify contents)	\$ _____
87	Transmission Handheld diagnostic readers w/software and printer	\$ _____
88	Wheel alignment tools	\$ _____
89	ABS/ATC – Diagnostic Reader w software Cartridge	\$ _____
90	Destination Sign programming software and PCMCIA programming cards	\$ _____
91	On-Board Digital Recording System programming and diagnostic hardware and software	\$ _____
92	Other (manufacturer to specify)	\$ _____
93	Other (manufacturer to specify)	\$ _____
94	Other (manufacturer to specify)	\$ _____

**THE PROPOSER OR OFFEROR, \_\_\_\_\_, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE BID PRICES STATED ABOVE.**

\_\_\_\_\_ Signature of the Proposer or Offeror’s Authorized Official

\_\_\_\_\_ Name and Title of the Proposer or Offeror’s Authorized  
Official

\_\_\_\_\_ Date

**1.5.10 PRICING SCHEDULES – OPTIONAL EQUIPMENT FOR BUSES – SPARE PARTS -30' BUS**

<b>ITEM</b>	<b>EQUIPMENT DESCRIPTION</b>	<b>UNIT PRICE</b>
95	Engine	\$ _____
96	Transmission	\$ _____
97	Complete Power Plant Assembly (Vendor to specify contents); As Applicable	\$ _____
98	Engine Alternator	\$ _____
99	Radiator Fan Motor	\$ _____
100	Front Bumper	\$ _____
101	Rear Bumper	\$ _____
102	A/C Compressor	\$ _____
103	A/C Condenser Motor	\$ _____
104	Evaporator Fan Motor	\$ _____
105	A/C Alternator	\$ _____
106	Wheelchair Tie-Down Assembly (all hardware and belts)	\$ _____
107	Wheelchair Ramp Assembly	\$ _____
108	Set (Left and Right) Exterior Mirrors	\$ _____
109	Rear Axle Hub	\$ _____
110	Differential Carrier Assembly.	\$ _____
111	Radiator Assembly w/CAC	\$ _____
112	Hydraulic Pump	\$ _____
113	Hydraulic Fan Motor	\$ _____
114	ABS Electronic Control Unit	\$ _____
115	Central Controller for Multiplex System	\$ _____
116	Multiplex Node (if applicable)	\$ _____

**1.6 OFFER AND AWARD**

By execution below, the Offeror hereby offers to furnish equipment and services as specified in the North Carolina Coordinated Bus Procurement Project INVITATION FOR BIDS **WPRTA-2017-4-3-2017**, including "General Provisions" (Section 2), "Quality Assurance Provisions" (Section 3), "Warranty Provisions" (Section 4) and "Technical Specifications" (Section 5) therein.

Offeror: \_\_\_\_\_  
Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Signature of Authorized Signer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone

**ATTACHMENT A**

**CERTIFICATION REGARDING LOBBYING**

***(To be submitted with all bids exceeding \$100,000.)***

The undersigned \_\_\_\_\_ certifies, to the best of his or her knowledge and belief, that:  
(Contractor)

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any persons for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding to any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (PL 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)]
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.  
This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transactions imposed by 31, U.S.C. 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 for each such expenditure or failure.]

The Contractor, \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Section A 3801 *et seq.*, apply to this certification and disclosure, if any.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Contractor's Authorized Official

\_\_\_\_\_  
Name and Title of Contractors Authorized Official

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ , in the State of \_\_\_\_\_;  
and the County of \_\_\_\_\_.

Notary Public \_\_\_\_\_

My Appointment Expires \_\_\_\_\_

**ATTACHMENT B**

**TRANSIT VEHICLE MANUFACTURERS CERTIFICATION OF COMPLIANCE WITH 49 CFR Part 26.49**

***(To be submitted with all bids. A bid, which does not include this certification, will not be eligible for award. Must be completed by Offeror/Proposer)***

This procurement is subject to the provisions of 49 CFR, PART 26.49. Accordingly, as a condition of permission to bid, the following certification must be completed and submitted with the bid.

TRANSIT VEHICLE MANUFACTURER CERTIFICATION

\_\_\_\_\_, a TVM, hereby certifies that it has complied with the requirement of  
(Name of Manufacturer)  
49 CFR PART 26.49 by submitting a current annual DBE goal to FTA.

The goals apply to Federal Fiscal Year  
\_\_\_\_, October 1, \_\_\_\_ to September 30, \_\_\_\_ and have been approved or not disapproved by FTA.

OR

\_\_\_\_\_, hereby certifies that the Manufacturer of the transit vehicle to  
(Name of Dealer/Distributor)  
be supplied, \_\_\_\_\_, has complied with the above-referenced  
(Name of Manufacturer)  
requirement of 49 CFR PART 26.49.

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public \_\_\_\_\_

My Appointment Expires \_\_\_\_\_

**ATTACHMENT C**

**CERTIFICATE OF COMPLIANCE  
WITH BUY AMERICA ROLLING STOCK REQUIREMENTS**

***(To be submitted with all bids exceeding \$100,000. A bid, which does not include this certification or the certification under Attachment D, will not be eligible for award.)***

The proposer hereby certifies that it will comply with the requirements of 49 U.S.C. Section 5323(j), and the regulations in 49 CFR PART 661.11.

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public \_\_\_\_\_

My Appointment Expires \_\_\_\_\_

**ATTACHMENT D**

**CERTIFICATE OF NON-COMPLIANCE  
WITH BUY AMERICA ROLLING STOCK REQUIREMENTS**

***(To be submitted with all bids exceeding \$100,000. A bid, which does not include this certification or the certification under Attachment C, will not be eligible for award.)***

The proposer hereby certifies that it cannot comply with the requirements of 49 U.S.C. Section 5323(j), but may qualify for an exception to the requirement consistent with 49 U.S.C. Section 5323(j)(2)(C), and regulations in 49 CFR 661.7.

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public \_\_\_\_\_

My Appointment Expires \_\_\_\_\_

**ATTACHMENT E**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY and VOLUNTARY EXCLUSION  
LOWER TIER COVERED TRANSACTION**

***(To be submitted with all bids exceeding \$25,000.)***

- (1) The prospective lower tier participant (Proposer/Contractor) certifies, by submission of this bid or bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) The prospective Proposer/Contractor also certifies by submission of this bid or bid that all subcontractors and suppliers (this requirement flows down to all subcontracts at all levels) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (3) Where the prospective lower tier participant (Proposer/Contractor) is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this bid or bid.

The lower tier participant (Proposer/Contractor), \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of this statement of its certification and disclosure, if any.

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

COMPANY \_\_\_\_\_

NAME \_\_\_\_\_

TITLE \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public \_\_\_\_\_

My Appointment Expires \_\_\_\_\_



**ATTACHMENT F**

**CERTIFICATION OF COMPLIANCE  
WITH FTA'S BUS TESTING REQUIREMENTS**

*(To be submitted with all bids.)*

The undersigned certifies that the vehicles offered in this procurement comply and will, when delivered, comply with 49 U.S.C. § 5323(c) and FTA's implementing regulation at 49 CFR PART 665 according to one of the following three alternatives.

(Indicate with an "X" only one of the following statements.)

- 1. \_\_\_ The vehicles offered herewith have been tested in accordance with 49 CFR PART 665 on (date \_\_\_\_). The vehicles being sold should have the identical configuration and major components as the vehicle in the test report, which must be submitted with this Bid. If the configuration or components are not identical, the manufacturer shall provide with its Bid a description of the change and the manufacturer's basis for concluding that it is not a major change requiring additional testing.
- 2. \_\_\_ The vehicles offered are a new model and will be tested and the results will be submitted to the Purchaser prior to acceptance of the first bus.
- 3. \_\_\_ The manufacturer represents that the vehicles offered are "grandfathered" (has been used in mass transit service in the United States before October 1, 1988, and is currently being produced without a major change in configuration or components), and submits with this Bid the name and address of the recipient of such a vehicle and the details of that vehicle's configuration and major components.
- 4. \_\_\_ The manufacturer represents that the vehicles offered are not required to be bus tested.

The undersigned understands that misrepresenting the testing status of a vehicle acquired with Federal financial assistance may subject the undersigned to civil penalties as outlined in the Department of Transportation's regulation on Program Fraud Civil Remedies, 49 CFR PART 31. In addition, the undersigned understands that FTA may suspend or debar a manufacturer under the procedures in 49 CFR PART 29.

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

DATE \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_, 20 \_\_\_.

Notary Public \_\_\_\_\_

My Appointment Expires \_\_\_\_\_

## Appendix G: E-Verify

STATE OF NORTH CAROLINA

AFFIDAVIT: E-VERIFY COMPLIANCE

COUNTY OF CATAWBA

**WHEREAS**, North Carolina General Statutes §3160A-20.1 & §153A-449(a) authorizes local government entities and Authorities to contract with a private entity to carry out any public purpose that the entity is authorized to engage in by law;

**WHEREAS**, North Carolina General Statutes §3160A-20.1 & §153A-449(a) prohibits local government entities from entering into a contract with a private entity unless said entity and its subcontractors, comply with the requirements of Article 2, Chapter 64 of the North Carolina General Statutes;

**NOW COMES** Affiant, first being sworn, deposes and says as follows:

- 1) I possess full authority to speak on behalf of \_\_\_\_\_ (the "Company").
- 2) The Company has submitted a bid for contract or desires to enter into a contract with the Western Piedmont Regional Transit Authority (the "Authority");
- 3) As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that I am aware of and in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (check which applies):
  - After hiring an employee to work in the United States, I verify the work authorization of said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for a period of one (1) year thereafter; or
  - I employ less than twenty-five (25) employees within the State of North Carolina.
- 4) Also as part of my duties and responsibilities pursuant to said bid and/or contract, I attest that to the best of my knowledge any subcontractors employed as a part of this bid and/or contract are in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (check which applies):
  - After hiring an employee to work in the United States, I verify the work authorization of said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for a period of one (1) year thereafter; or
  - I employ less than twenty-five (25) employees within the State of North Carolina.

STATE OF NORTH CAROLINA      E-VERIFY COMPLIANCE STATEMENT:  
COUNTY OF CATAWBA            CONTRACT FOR \_\_\_\_\_

This E-Verify Compliance Statement is hereby incorporated into  
dated \_\_\_\_\_, 2015 ("Original Contract") by and  
between Western Piedmont Regional Transit Authority ("Authority") and  
\_\_\_\_\_ ("Contractor").

Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina  
General Statutes. Further, should Contractor utilize a subcontractor(s), Contractor shall require  
the subcontractor(s) to comply with the requirements of Article 2, Chapter 64 of the General  
Statutes. Pursuant to North Carolina General Statute § 143-133.3(c)(2), contracts solely for the  
purchase of apparatus, supplies, materials, and equipment are exempt from this E-Verify  
provision.

All the terms and provisions of the original Contract are hereby reaffirmed and shall remain in  
full force and effect.

CONTRACTOR

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME & TITLE

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
PRINTED NAME & TITLE

## **Appendix H: Conflict of Interest form Organizational Conflict of Interest**

### I. INSTRUCTIONS

Read Part II carefully. If a disclosure statement is required, complete Part III. If a representation is submitted, complete Part IV. Complete Part V in every case.

### II. ORGANIZATIONAL CONFLICT OF INTEREST DISCLOSURE OR REPRESENTATION

It is policy of Western Piedmont Regional Transit Authority to avoid situations which place an offeror in a position where its judgment may be biased because of any past, present, or currently planned interest, financial or otherwise, the offeror may have which relates to the work performed pursuant to this solicitation or where the offeror's performance of such work may provide it with an unfair competitive advantage. (As used herein offeror means the proposer or any of its affiliates or proposed consultants or subcontractors of any tier.)

Therefore:

- (a) The offeror shall provide a statement which describes in a concise manner all relevant facts concerning any past, present or currently planned interest (financial, contractual, organizational, or otherwise) relating to the work to be performed hereunder and bearing on whether the offeror has a possible organizational conflict of interest with respect to (1) being able to render impartial, technically sound, and other objective assistance or advise, or (2) being given an unfair competitive advantage. The offeror may also provide relevant facts that show how possible organizational conflict of interest relating to other divisions or sections of the organizations and how that structure or system would avoid or mitigate such organizational conflict.
- (b) In the absence of any relevant interest referred to above, the offeror shall submit a statement certifying that to its best knowledge and belief no such facts exist relevant to possible organizational conflicts of interest. Proposed consultants and subcontractors are responsible for submitting information and may submit it directly to the WPRTA Representative.
- (c) WPRTA will review the statement submitted and may require additional relevant information from the offeror. All such information, and any other relevant information will be used by WPRTA to determine whether an award to the offeror may create an organizational conflict of interest. If found to exist, WPRTA may (1) impose appropriate conditions which avoid such conflict, (2) disqualify the offeror, or may determine that it is otherwise in the best interest of WPRTA to contract with the offeror by including appropriate conditions mitigating such conflict in the contract awarded.
- (d) The refusal to provide the disclosure or representation of any additional information as required shall result in disqualification of the offeror for award. The nondisclosure or misrepresentation of any relevant interest may also result in the disqualification of the offeror for award, or if such nondisclosure or misrepresentation is discovered after award, WPRTA may terminate the contract for default, recommend that WPRTA disqualify the contractor from subsequent related contracts, or be subject to such other remedial actions as may be permitted or provided by law.
- (e) Depending on the nature of the contract activities, the offeror may, because of possible organizational conflicts of interest, propose to exclude specific kinds of work from the statement, unless the solicitation specifically prohibits such exclusion. Any such proposed exclusion by an offeror shall be considered by WPRTA in the evaluation of proposals, and if WPRTA considers the proposed excluded work to be an essential or integral part of the required work, the proposal may be rejected as

unacceptable.

- (f) No award shall be made until the disclosure or representation has been evaluated by WPRTA. Failure to provide the disclosure or representation will be deemed to be a minor informality and the offeror or contractor shall be required to promptly correct the omission.

III. DISCLOSURE STATEMENT: (attach additional pages if more space is needed)

IV. REPRESENTATION

The offeror, \_\_\_\_\_, hereby represents that it is aware of no past, present, or currently planned interest (financial, contractual, organizational, or otherwise) relating to the work to be performed under the contract resulting from Request for Proposal No.

\_\_\_\_\_ that would indicate any impingement upon its ability to render impartial, technically sound, and objective assistance or advice or result in it being given an unfair competitive advantage. This representation applies to all affiliates of the offeror and its proposed consultants or subcontractors of any tier.

V. SIGNATURE

Offeror's Name \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

### Appendix I: IRAN DIVESTMENT ACT FORM

STATE OF NORTH CAROLINA  
COUNTY OF WAKE

#### IRAN DIVESTMENT ACT CERTIFICATION

In accordance to N.C.G.S. 147-86.59, any contractor attempting to contract with the State of North Carolina, North Carolina local governments, or any other political subdivision of the State of North Carolina shall certify at the time of the bid or renewal that the assignee or contractor is not identified on a list created by the State Treasurer pursuant to N.C.G.S. 147-86.58.

The Iran Divestment Act of 2015, G.S. 147-86.55 *et seq.*\* requires that each contractor, prior to contracting with the State certifies, and the undersigned on behalf of the contractor does hereby certify, to the following:

1. that the Contractor is not identified on the Final Divestment List of entities that the NC State Treasurer has determined engages in investment activities in Iran.
2. that the Contractor shall not utilize on any contract with the State agency any subcontractor that is identified on the Final Divestment List; and
3. that the undersigned is authorized by the contractor to make this certification.

The agency shall include the certification in the procurement record.

The State Treasurer’s Final Divestment List can be found on the State Treasurer’s website at the address:  
<https://www.nctreasurer.com/inside-the-department/OpenGovernment/Pages/Iran-Divestment-Act-Resources.aspx>  
 and will be updated every 180 days. For questions about the Department of State Treasurer’s Iran Divestment Policy,  
 please contact Meryl Murtagh at [Meryl.Murtagh@nctreasurer.com](mailto:Meryl.Murtagh@nctreasurer.com) or (919) 814-3852.

\* Note: Enacted by Session Law 2015-118 as G.S.143C-55 *et seq.*, but has been renumbered for codification at the direction of the Revisor of Statutes.

Contractor Signature	Date
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Printed Name	Title
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State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public \_\_\_\_\_

My Appointment Expires \_\_\_\_\_

Thank you for your interest in submitting a proposal to provide vehicle maintenance service.

If you have any questions please do not hesitate to contact me.

Sincerely,

Camille Sterling

## 6 ATTACHMENTS FOR TECHNICAL PROVISIONS

PROCURING AGENCY SPECIFICATIONS- The following is a list of those subsections of the Technical Specifications, which call for additional details following the issuing of a purchase order.

1. Details of Finish and Color for Exterior Paint/Decals, stripping, window tinting and logos. (5.4.3)
2. Details of Passenger Seating Materials including color of the seat material and material (vinyl/fabric) and color/pattern for padded seat inserts (5.4.5)
3. Details for Destination Sign Listings - within 30 days of the issuing of a contractor purchase order, the Procuring Agency will provided to the vehicle manufacturer the passenger information sign message readings and listing to be forwarded to the sign manufacturer to allow the Sign System to be preprogrammed with the correct readings. (5.4.9)
4. Details for Automated Voice annunciation system Listings - the Procuring Agency will make arrangements through the vehicle manufacturer to the subsystem supplier to have a Route Mapping Survey conducted including the collection of GPS trigger points for each stop announcement and verification of same, to allow programming of the voice annunciation system. (4.9)

***\*Others as required based on Options selecte***



