

CITY OF HUDSON



REQUEST FOR PROPOSALS

TRUCK ROUTE TRAFFIC STUDY PROFESSIONAL ENGINEERING SERVICES



JUNE 2020

A. PURPOSE

The City of Hudson is requesting proposals from qualified firms to perform a feasibility study to assess the impacts associated with a New York State designated truck route that traverses the City of Hudson and deleteriously influences the community's quality of life and economic vitality in a number of ways.

Public officials from the City of Hudson have attempted repeatedly, over the course of many years, to resolve the problems associated with the dangerous and disruptive truck routes that run through the city.

Accurately measure and report truck traffic through the city, inclusive of the origin, destination and volume of truck traffic. Supplement the origin and destination with an assessment of the environmental (public health), physical (infrastructure degradation) and social (neighborhoods and residents) effects of truck traffic. Use this data to propose alternate routes that reduce harms. Alternate routes are likely to involve towns outside of Hudson and therefore alternative routes need to also consider how those towns and stakeholders along the new route will be impacted.

Using the data and proposed alternatives, the City of Hudson would then work with surrounding towns, Columbia County, New York State, and stakeholders to build consensus for modification and improvement to the truck route.

B. COMMUNITY DESCRIPTION

The City of Hudson is located in western Columbia County, approximately 120 miles north of New York City, and 40 miles south of Albany, on the eastern shore of the Hudson River. The county seat, Hudson encompasses 2.3 square miles, and includes a population of roughly 6,500 people. The ethnic makeup is diverse, and the median household income hovers around \$35,000.

Residential land uses are primarily located in the areas upland from the bays and floodplains and neighborhoods contiguous to Warren Street. In terms of residential land uses, Hudson can be categorized in two ways: higher density urban forms and lower density suburban forms. Higher density residential is generally found west of Third Street in the North Bay and South Bay neighborhoods. These neighborhoods are generally made up of homes constructed on smaller lots around a street grid pattern with houses built close to the sidewalk.

A New York State designated truck route runs through some of the most economically disadvantaged portions of the City. Large commercial truck traffic destined for the port travels on Columbia Street to Front Street, accessing the port via Broad Street. Through truck traffic enters the City from South Third Street (9G/23B), turns right onto Columbia Street (9G/23B), branches left onto Green Street (9/23B) and turns left onto Fairview Avenue to enter the Town of Greenport.

The city recently received a New York State Downtown Revitalization Initiative (DRI) award of 10 million dollars, to be used for municipal infrastructure and also in partnership with private groups for economic development. Though the local economy has thrived in recent years due to an influx of investors and tourists, much of the population remains underserved.

C. PROJECT BACKGROUND

Truck traffic affects Hudson's surrounding neighborhoods in many ways. The specific areas of concern that the proposed project seeks to address are the environmental (public health), physical (infrastructure degradation) and social (neighborhoods and residents) impacts of truck traffic

The movement of trucks through designated corridors contributes to air pollution in Hudson, with low-income and people of color residents more likely to live close to the truck route.

In areas where residential land uses are proximate to corridors, acute and chronic exposure to elevated pollution levels negatively affect the populations living nearby.

It has been observed in areas where trucks stray beyond designated routes, certain corners are bereft of any physical structures as truck traffic has simply smashed all above ground appurtenances. The problems inflicted on street corners along the designated route are likewise readily apparent. Beyond the damage caused by intense truck traffic upon pavement, curbing and various streetscape materials, the seismic loading (vibrations) from heavy vehicles accelerates the deterioration of water, sewer and storm-water lines that lie beneath Hudson's busiest streets.

The social and economic impacts of truck traffic upon Hudson's business district and neighborhoods are especially worrisome. The community must contend with the particularly noxious influences of high truck volume such as noise, odors, dust, congestion and visual degradation. In Hudson, pedestrian traffic is very important to residents and visitors—truck traffic very directly and negatively affects business and quality of life.

The consultant should be aware that the following City of Hudson projects are in various stages of development and may impact decisions on improvements to streets, to ease traffic and increase pedestrian and cyclist safety:

- **Complete Streets Improvements:** Implement design and construct a phased Complete Streets initiative throughout the DRI area to provide safe access, aesthetic improvements, and separation of truck traffic from pedestrians and bicyclists. Examples of improvements include safe and functional at-grade railroad crossing, streetscape improvements, bike lanes, extension of the North Bay trail, sidewalk and crosswalk improvements, pedestrian stairs, and signage.
- **Intersection Improvements:** The City of Hudson is in the process of developing plans and specifications for intersection improvements, including traffic signal and curb ramp improvements at the intersection of Green Street and Fairview Avenue, also known as US Route 9 and NY Route 23B.
- **Haul Road Expansion:** A proposal by a local industrial firm to renovate and expand an existing haul road between the firm's limestone and shale mine in the Town of Greenport to the Hudson River Waterfront docks located in the City of Hudson.

C. PROJECT BACKGROUND (continued)
Haul Road Expansion: (continued)

The majority of the haul road project consists of upgrading an existing haul road, including: grading the roadway to reestablish the crown; placing and compacting new gravel and crusher run; and cleaning out drainage swales and installing check dams.

The purpose of the project is to route Hudson River dock truck traffic associated with the industrial firm's quarry more directly from the quarry to the Hudson River dock (where the material is then placed on barges) and off of City of Hudson streets.

The haul road project involves approximately 2.33 linear miles of roadway (8.8 acres of disturbance), described in three sections as follows:

1. Improvements to an existing haul road through the industrial firm's quarry to State Route 9, including construction of a segment of new road within the Quarry totaling approximately one acre of disturbance, which includes realignment of the haul road and paving it at the RTE 9 intersection to meet NYSDOT standards (work on this section is completely within the Town of Greenport);
2. Renovation of the existing haul road beginning at NYS Route 9 to NYS Route 9G (this work would primarily occur within the Town of Greenport);
3. Renovation and realignment of the haul road currently in use from NYS Route 9G through the South Bay causeway to the Hudson Waterfront Dock. The realignment would move the road nearer to the center of the causeway and result in approximately $\frac{3}{4}$ acres of new roadway outside the current footprint of the haul road. This section of work also includes realigning the haul road and paving it at the RTE 9G intersection to meet New York State Department of Transportation (DOT) standards. All work on this section of the haul road would be located within the City of Hudson.

D. KEY EVENTS AND DATES

<u>Event</u>	<u>Date</u>
Issuance of RFP	06/23/2020
Deadline for RFP Questions	06/30/2020 (5:00PM)
Post Responses to RFP Questions	07/02/2020
Proposal Due Date	07/14/2020 (5:00PM)
Interviews/Presentations (not earlier than)	07/20/2020
Notice of Award (not earlier than)	07/27/2020

E. PROJECT ORGANIZATION

All firms responding to this Request for Proposal (RFP) shall:

- Be experienced in developing truck route/transportation/ traffic studies
- Demonstrate the possession of sufficient resources to complete all of the tasks, activities and reports outlined within this document
- Employ experienced and licensed (when appropriate) staff with thorough knowledge of their area(s) of expertise
- Possess a Certificate of Authorization to provide engineering services in New York State from the NYS Education Department.

F. SCOPE OF SERVICES

The scope of services associated with this study will be further defined and prioritized with the consultant. The consultant is encouraged to suggest modifications to the scope of work to help improve the desired outcomes.

The scope of services associated with the Truck Route Traffic Study is as follows:

1. Accurately measure and report truck traffic through the city, inclusive of the origin, destination and volume of truck traffic.
2. Establish the number and size of vehicles traveling along the city truck route, including the South Bay area “causeway” to the waterfront and alternate routes, throughout the day and on different days during the week and determine if the vehicles constitute through traffic or have local origins/destinations.
3. Provide data gathered in scope of services items #1 & #2.
4. Provide an “executive summary” of data gathered in scope of services items #1 & #2 that highlights key trends, patterns and findings.
5. Acquire sufficient information about the options or ability to reroute, limit or halt truck traffic traveling through the city and propose alternate “designated truck routes” that would address origin and destination and the feasibility (from a traffic, traffic safety, road maintenance, and commerce standpoint) of changing the current route.
6. Provide a summary of the harms, risks, and benefits of the current route including; a) health implications of the truck traffic, b) impact of truck traffic upon subterranean infrastructure, c) running trucks through the densest part of the county and one of the larger pedestrian and commercial zones, d) impacts of truck traffic upon economic activity and neighborhood quality of life, and tourism, and compare this to alternate routes.
7. Create an “alternative routes report” that includes:
 - a. Executive summary of alternative route
 - b. Maps of alternative routes
 - c. How the route options would address origin/destination data
 - d. Advantages, disadvantages, barriers for each alternative route
8. Outline the range of realistic remedial measures that can be implemented.
9. FINDINGS / REPORT: Present Truck Route Traffic Study findings to local elected officials and the general public.

G. CONTENT OF PROPOSAL

The following is a list of required information that must be provided by the proposer. Provide your response in the same order in which it is requested using numbered side tabs that correspond with each of the numbered items below.

- 1. Cover Letter:** Provide a letter of introduction with a brief description of your firm, indicating the location of primary office for the performance of the study, the type of firm, areas of specialization, project lead, and any staff members who would participate in the analysis, meetings and report.

Include a company name, a contact name and title, contact information, website address, and any sub-contractors who would be used.

- a. The name, title, telephone number, fax number and email address of the individual within your firm who will be City of Hudson primary contact concerning this RFP.
 - b. The primary contacts name, title, telephone number, fax number and email address for each sub consultant who will perform work under this contract.
 - c. A statement to the effect that your firm is willing to perform all services identified and will abide by the terms of the RFP, including all attachments.
 - d. The cover letter must be signed by the individual(s) authorized to bind your firm contractually. Indicate the title or position that the signer holds within your firm. The City of Hudson reserves the right to reject a proposal that contains an unsigned cover letter.
- 2. Timeline:** Provide a proposed, detailed timeline outlining how much time the study will take and when you could complete the various phases.
- 3. Key personnel:** Include the biographies of personnel who will work on the project and indicate what their roles will be.
 - a. Provide a description of your firm's organization, team makeup including sub-consultants and the resumes of partners, principals, associates and other key staff proposed to provide services to the City of Hudson and indicate how their skills and experience will be relevant to the project.
 - b. Provide professional license numbers or copies of registration certificates, as appropriate. Provide a copy of the Certificate of Authorization to provide Engineering Services in New York State from the State Education Department.
- 4. References:** For your firm and any sub-contractor provide references and brief descriptions of three (3) relevant projects worked on in the past two (2) years. Reference projects should be similar in nature to this project.
 - a. Describe briefly the types of services provided for each relevant project, the duration of the project and the current status.
 - b. For each project reference, please provide the client's name, the client's primary contact person name and title, and the contact person's email and phone number.

G. CONTENT OF PROPOSAL (continued)

5. **Approach:** Provide a detailed description of your firm's approach to providing the requested scope of services.
6. **Cost Proposal:** Please submit one (1) **electronic** copy of your **COST** proposal in PDF format, via email, with the **subject** line clearly identified as "**COST Proposal – Truck Route Traffic Study**", to the following email address:

pbujanow@cityofhudson.org

a) LUMP SUM COST PROPOSAL

The Lump Sum Cost Proposal should contain a detailed listing of the cost for each of the following:

- Personnel costs (including hourly rates and total hours)
- Travel and Subsistence Expenses
- Subcontractor Costs (if any)
- Other Costs (e.g., office expenses)
- Total Cost (a total not to exceed cost representing the maximum amount for all work to be performed under this category must be clearly indicated.)

Provide documentation supporting your firm's Overhead and Profit Multiplier and that of your sub-consultants (if any).

Clearly set forth in detail any and all additional expenses for which you expect to be reimbursed. The proposal must, however, provide a guarantee that no additional fees will be charged to the City of Hudson without prior written consent by the City.

H. INTERVIEW

The City of Hudson reserves the right to determine whether interviews will be necessary. The purpose of the interview is to further document the proposer's ability to provide the required services and to impart to the City of Hudson officials an understanding of how specific services will be furnished.

The proposed lead principal, as well all other key personnel proposed to provide the services must be present and participate in the interview. The interview will be evaluated on the basis of whether it substantiates the characteristics and attributes claimed by the proposer in its written response to this RFP and any other information requested by the Committee prior to the interview.

I. SUBMISSION OF PROPOSALS

DUE TO THE CONTINUING COVID-19 PANDEMIC, HUDSON CITY HALL IS NOT OPEN TO THE PUBLIC.

THEREFORE, FOR THIS RFP, THE CITY OF HUDSON WILL ONLY ACCEPT ELECTRONIC SUBMISSIONS OF YOUR TECHNICAL AND COST PROPOSALS ON OR BEFORE 5:00 PM, JULY 14, 2020.

I. SUBMISSION OF PROPOSALS (continued)

Please submit one (1) **electronic** copy of your **TECHNICAL** proposal in PDF format along with one (1) **electronic** copy of your **COST** proposal in PDF format, via email, with the **subject** line clearly identified as “**Proposal – Truck Route Traffic Study**”, to the following email address:

pbujanow@cityofhudson.org

1. Each proposal submitted will be the document upon which the City of Hudson will make its initial judgment regarding each proposer's qualifications, methodology, and ability to provide the requested services.
2. Submission of any proposal indicates an acceptance of the conditions contained in this Request for Proposals unless the submitted proposal clearly and specifically states otherwise.
3. By submitting a proposal, consulting firms represent that they have thoroughly examined and become familiar with the scope of work outlined in this RFP and are capable of performing the work to achieve the objectives.
4. Proposals should show that the firms have sufficient and appropriate resources to complete the project.
5. Proposals must identify the person who will lead the project, and the location of their primary office.
6. Any proposed sub-contractors must be identified in the proposal.

J. QUESTIONS & SPECIFICATION CLARIFICATIONS:

All inquiries with respect to this Request for Proposals shall be in writing directed to the following address:

Peter Bujanow
Commissioner of Public Works
pbujanow@cityofhudson.org

1. All questions must be submitted in writing by email, specifically citing the particular proposal section and paragraph number.
2. Questions received less than four (4) business days prior to the date of submission of proposals will not be answered.
3. Only questions answered by formal written Addenda will be binding. Oral or other interpretations or clarifications will be without legal effect.
4. Proposers should note that all clarifications and exceptions, including those related to the terms and conditions of the contract are to be resolved prior to the submission of a proposal.
5. A list of all substantive inquiries received along with relevant responses will be posted on the City of Hudson website, www.cityofhudson.org.

J. QUESTIONS & SPECIFICATION CLARIFICATIONS: (continued)

6. In addition, any changes, additions or deletions to this RFP will also be posted on the City of Hudson website, www.cityofhudson.org, along with the electronic version of this RFP.
7. Respondents are urged to check the City of Hudson website frequently for notices of any clarification of or changes, additions, or deletions to this RFP.
8. A proposer may withdraw a proposal anytime prior to the final due date and time by written notification, signed by an authorized agent, to the contact person identified above. The proposal may thereafter be resubmitted, but not after the final due date and time. Modifications offered in any other manner, oral or written, will not be considered.
9. If a proposer discovers an ambiguity, conflict, discrepancy, omission or other error in this RFP, the proposer should immediately notify the contact person identified in above. Notice of such error or omission should be submitted prior to the final due date and time for submission of proposals. Modifications shall be made by addenda to this RFP. Such clarifications will be given by written notice to all parties who have received this RFP.
10. If a proposer fails, prior to the final due date and time for submission of proposals, to notify the City of Hudson of a known error or an error that reasonably should have been known, the proposer shall assume the risk of proposing. If awarded the contract, the proposer shall not be entitled to additional compensation or time by reason of the error or its late correction.
11. A proposer indicates its acceptance of the provisions and conditions enumerated in this RFP by submitting a proposal.
12. By submitting a proposal, the proposer covenants that the proposer will not make any claims for or have any right to damages because of any misinterpretation or misunderstanding of the specifications or because of lack of information.
13. Other than the contact person identified above, or their designee(s), prospective proposers shall not approach City of Hudson employees during the period of this RFP process about any matters related to this RFP or any proposals submitted pursuant thereto.

K. SELECTION CRITERIA:

Responses to this Request for Proposals (RFP) will be evaluated on the following criteria:

- The professional qualifications, verified references and project specific experience of the prime consultant and any sub-consultants in developing implementation strategies to address truck traffic routing challenges and creating plans that help to identify and solve key problems in the development of appropriate and effective truck routes. **(30 points maximum)**.
- A documented history of successful performance on engagements of similar type, size and scope. Examples provided should demonstrate how the scope, scale, and context of the project is relevant to the Truck Route Traffic Study as described in the Scope of Services section of RFP. **(25 points maximum)**.
- A demonstration of approach for 1) understanding the project, 2) completing the scope of work, 3) commitment for meeting the stated requirements and 4) ability to meet project deadlines, as evidenced by consultant's proposal **(20 points maximum)**.
- Demonstrated staffing and/or capacity of the project team and sufficient resources to complete all of the tasks for all required scope of work **(15 points maximum)**.
- The proposed cost of the study **(10 points maximum)**.

The City of Hudson will make a final determination regarding the award of this project not earlier than **June JULY 27, 2020**.

L. TERMS AND CONDITIONS

1. Incurred Costs: This RFP does not commit the City of Hudson to award a contract or to pay any costs incurred in the preparation of a response to this request. The city of Hudson will not be liable in any way for any costs incurred by respondents in replying to this RFP.

2. Right to Cancel: The city of Hudson reserves the right to cancel this RFP at any time and to decide not to consider any or all of the respondents submitting information in response to this request.

3. Severability: If any terms or provisions of this Request for Proposal are found to be illegal or unenforceable, then such term or provision shall be deemed stricken and the remaining portions of this document shall remain in full force and effect.

4. Collusion: By submitting a proposal, a firm implicitly states that its proposal has not been made in connection with any other competing firm submitting a separate response to this RFP; is in all respects fair; and has been submitted without collusion or fraud.

5. Oral Presentation/Interview: Oral presentations may or may not be conducted. If presentations are requested, it should be noted that they would be for fact-finding purposes, not negotiations.

L. TERMS AND CONDITIONS (continued)

6. Scope of Services: The final scope of services may be negotiated between the bidder and the City depending upon any optional services proposed.

7. Required Insurances: The selected consultant shall purchase, at its own expense, and furnish proof of Commercial General Liability, NYS Worker's Compensation and NYS Disability Benefits insurance containing approved coverage limits protecting the owner from claims which may arise out of or result from the performance or non-performance of the consultant and shall maintain coverage until final acceptance of the work by the City of Hudson. The Professional shall not commence work under the Contract for Professional Services until the Professional has obtained all the insurance required.

8. Non-Discrimination: In accordance with Federal, State and local law and all other applicable laws, the City of Hudson does not discriminate on the basis of race, color, religion, national origin, age, sex, height, weight, marital status, or a handicap unrelated to an individual's ability to perform the job.

9. Disclaimer: The City of Hudson reserves the right to reject any and all bids, or portions thereof, for any reason. Additionally, the City of Hudson reserves the right to adjust the scope of work as needed for the completion of a high-quality feasibility study.

10. Assignment/Transference of Agreement: The selected firm is prohibited from assigning, transferring, conveying, subletting or otherwise disposing of the resulting agreement or its rights, title, or interest therein or its power to execute such an agreement to any other person, company or corporation without prior express consent and approval in writing from the City of Hudson.

11. City of Hudson Rights and Prerogatives: The City of Hudson reserves the right to exercise the following prerogatives:

- To accept or reject any or all proposals and amend, modify or withdraw this RFP.
- To correct any arithmetic errors in the proposals.
- To change the final due date and time for proposals.
- To accept or reject any of the firm's employees or proposed sub-consultants assigned to provide services on this project and to require their replacement at any time. The proposer shall obtain the written approval of the City of Hudson of changes to the technical proposal after it is submitted, including any changes with respect to sub-consultants. The City of Hudson shall have the right to reject any proposed change to the proposer's technical proposal.
- To waive or modify any irregularities in proposals received after prior notification to the proposer. This will in no way modify the RFP documents or excuse the proposer from full compliance with its requirements.
- To consider modifications to proposals at any time before the award is made, if such action is in the best interest of the City of Hudson.
- To request a revised cost proposal from firms selected as finalists.
- To accept a proposal for the engagement containing other than the lowest cost proposal.

L. TERMS AND CONDITIONS (continued)

- To interview proposers prior to selection.
- To reject any proposal containing false or misleading statements or that provides references that do not support an attribute or condition claimed by the proposer.
- To begin negotiations with the next most responsive proposer to this RFP should the City of Hudson be unsuccessful in negotiating a contract with the selected proposer within a reasonable time frame.
- To contract with more than one firm.

12. Modification of Contract: Any modification to the original contract signed between the successful proposer and the City of Hudson will require the mutual consent of the successful proposer and the City of Hudson. Any contract or amendments thereto will be considered effective only after approval by the appropriate City of Hudson authorities.

13. Interpretation: The contract shall be construed and interpreted in accordance with the laws of New York State. New York State shall be the forum for disputes.

14. Public Announcements: Upon selection of the successful proposer and contract execution, public announcements or news releases pertaining to the contract shall not be made without prior written consent of the City of Hudson.

15. Negotiation: After completion of the selection process, the City of Hudson will commence finalization of the project scope and fee negotiations with the selected firm(s).

16. Notification Upon completion of the selection process, City of Hudson will notify all firms of its decision. Notification will be sent to the primary contact only. Shortly after notification the selected firm(s) will be posted on the City of Hudson website.

M. INSURANCE AND SECURITY REQUIREMENTS:

The selected proposer will be required to procure and maintain at its own expense the following insurance coverage:

- (a) Workers' Compensation and Employer's Liability Insurance: Must show evidence of Worker's Compensation insurance at State statutory limits, a policy or policies providing protection for employees in the event of job-related injuries;
- (b) Commercial General Liability (CGL): A policy or policies of comprehensive general liability insurance of general liability limits of \$1,000,000 per occurrence/\$2,000,000 aggregate;
- (c) Errors and Omissions/ Professional Liability Insurance: A policy or policies of errors and omissions insurance with limits of not less than one million dollars (\$1,000,000.00). Said insurance must be issued by an insurer licensed to do business in the State of New York and must have an A.M. Best rating of not less than "A"
- (d) Excess/Umbrella Insurance: A policy or policies of insurance with limits of \$2,000,000 per occurrence/\$2,000,000 aggregate.

M. INSURANCE AND SECURITY REQUIREMENTS: (continued)

Each policy of insurance required shall be in form and content satisfactory to the Corporation Counsel, and shall provide that:

- (a) The City of Hudson is named as an additional named insured on a primary and non-contributing basis.
- (b) The insurance policies shall not be changed or cancelled until the expiration of thirty (30) days after written notice to the City of Hudson Corporation Counsel's Office.
- (c) The insurance policies shall be automatically renewed upon expiration and continued in force unless the City of Hudson Corporation Counsel's Office is given sixty (60) days written notice to the contrary.

No work shall be commenced under the contract until the selected proposer has delivered to the Corporation Counsel or her designee proof of issuance of all policies of insurance required by the Contract to be procured by the selected proposer.

If at any time, any of said policies shall be or become unsatisfactory to the City, the selected proposer shall promptly obtain a new policy and submit proof of insurance of the same to the City for approval.

Upon failure of the selected proposer to furnish, deliver and maintain such insurance as above provided, this Contract may, at the election of the City, be forthwith declared suspended, discontinued or terminated.

Failure of the selected proposer to procure and maintain any required insurance shall not relieve the selected proposer from any liability under the Contract, nor shall the insurance requirements be constructed to conflict with the obligations of the selected proposer concerning indemnification.

N. MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES AND SERVICE DISABLED VETERAN-OWNED BUSINESSES

The City of Hudson contributes to the economic development of New York State, Columbia County and the City of Hudson by assisting and supporting Minority and Women Owned Business Enterprises and Service Disabled Veteran-Owned Businesses (MWBE/SDVOB) through its procurement process.

As part of this Request for Proposals (RFP), and consistent with New York State Article 15A and 17B of the Executive Laws, the City of Hudson strongly encourages all firms to submit proposals that utilize partnerships, joint ventures, or sub-consultant arrangements with New York State certified MWBE and SDVOB firms for this procurement. To help identify NYS Certified MWBE firms contact Empire State Development at www.esd.ny.gov/doing-business-ny/mwbe, and for NYS Certified SDVOB firms contact www.ogs.ny.gov/veterans.

O. IMPORTANT NOTICE:

A restricted period is currently in effect for this Procurement and it will remain in effect until approval of the Contract. Proposers are prohibited from contact related to this procurement with any City of Hudson employee other than the designated contact listed for this Procurement:

Peter Bujanow
Commissioner of Public Works
PBujanow@cityofhudson.org

END.

NON-COLLUSIVE PROPOSAL CERTIFICATE
PURSUANT TO NEW YORK STATE GENERAL MUNICIPAL LAW SECTION 103-D

By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal each party thereto, certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in the proposal have been arrived at independently, without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other proposer or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the proposer and will not knowingly be disclosed by the proposer prior to the opening, directly or indirectly, to any other proposer or to any competitor; and
- (2) No attempt has been made or will be made by the proposer to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

(date)

(signature)

(printed name and title)

(printed name of firm)

(printed address of firm)

**ACKNOWLEDGMENT BY PROPOSER
NOTARY PAGE**

IF INDIVIDUAL OR INDIVIDUALS:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 2020, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he/she (or they severally) acknowledged to me that he/she (or they) executed the same.

IF CORPORATION:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 2020, before me personally appeared _____ to me known, who, being by me sworn, did say that he/she resides at (give address) _____; that he/she is the (give title) _____ of the (name of corporation) _____, the corporation described in and which executed the above instrument; that he/she knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he/she signed his/her name thereto by like order.

IF PARTNERSHIP:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 2020, before me personally appeared _____, to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he/she is a partner of the firm of _____ and that he/she has the authority to sign the same, and acknowledged that he/she executed the same as the act and deed of said partnership.