



*Gateway
to the
San Gabriel Valley*

**CITY OF ALHAMBRA
POLICE DEPARTMENT**

**Request for Proposals
No. RFP2M21-2**

for

**LEASE OF FOUR (4) COPIERS
FOR THE POLICE DEPARTMENT**

City of Alhambra – Police Department
211 South First Street
Alhambra, CA 91801

**REQUEST FOR PROPOSAL RFP NO. RFP2M21-2
LEASE OF FOUR (4) COPIERS
FOR THE POLICE DEPARTMENT**

PUBLIC NOTICE IS HEREBY GIVEN that the City of Alhambra will, **on or before the hour of 10:30 AM on Thursday, April 22, 2021**, receive sealed proposals for qualified bidders to provide a lease of four (4) copiers for the City of Alhambra Police Department

1. GENERAL INFORMATION

Award of contract by the City Council, if any, will be made in the best interest of the City and shall be based upon various factors, including but not limited to the following: proposer's qualifications, experience, reputation, responsiveness, availability and cost. The City of Alhambra reserves the right to accept or reject any or all Proposals, to be the sole judge of the merits and qualifications of the services and/or items offered and the ability of Proposer to responsibly perform. The City reserves the right to waive any irregularities or informalities in any Proposal submitted or in the procedure. An award of contract may be made to other than the firm offering the lowest costs.

2. PROPOSED SCHEDULE

February 25, 2021	Distribution of Requests for Proposals
April 8, 2021	Deadline for questions
April 15, 2021	Responses to questions posted on the City's website
April 22, 2021- 10:30 am	Proposal submission deadline
May 10, 2021	Contract Award by City Council

The City of Alhambra reserves the right to adjust this schedule as necessary. The entire proposal package must be returned in its entirety with all requested information completed. Except for additional information specifically requested within this document or by written addenda, no additional material will be accepted.

All responses must be completed as required, signed by an official of the firm who is authorized to enter into a binding agreement with the City on behalf of the company, and must be received in the place and by the time designated in this document.

3. SUBMITTAL DEADLINE AND PROPOSAL CONTENTS:

Proposals shall be delivered in a sealed envelope via regular mail, overnight or other carrier, or hand delivered not later than 10:30 am on Thursday, April 22, 2021 to the following location:

City of Alhambra - Police Department
211 S. First Street
Alhambra, CA, 91801
Attention to: Clerical Assistant III Sylvia Ordunez

Indicate on the Sealed Envelope – Do Not Open with Regular Mail.

Questions may be asked via email to Clerical Assistant III Sylvia Ordunez at sordunez@alhambrapd.org. All questions are due April 8, 2021, no later than 5:00 pm. A unified response will be provided on April 15, 2021, to all parties making email inquiries. All questions are to be asked via email, and phone inquiries will not receive a response

Request for Proposal shall include all applicable State and Local sales taxes.

All Requests for Proposals are to specify a firm delivery date.

Request for Proposals may be withdrawn up and until the deadline date and time for final submission as noted in the Request for Proposal.

Request for Proposals shall be couriered, hand-delivered or mailed. Request for Proposals will not be accepted by facsimile transmission or other telecommunication or electronic means. Bidders assume the risk of the method of dispatch chosen and any costs associated with delivery. Request for Proposals arriving after the deadline will be returned unopened to the senders.

Any contract awarded hereunder shall become effective or enforceable against the City of Alhambra only when a formal written contract has been duly executed by the appropriate officers of the City of Alhambra.

Each bidder shall specify whether such bidder is a corporation, a partnership, or an individual. If a corporation, designate the name of the state of incorporation; if a partnership, the bidder shall state the names and addresses of all partners.

The City of Alhambra reserves the right to accept or reject any or all bids, to waive any informality, to negotiate separately with competing Vendors and to accept the proposal deemed to be in the best interest of the City of Alhambra.

The bid shall be submitted in a sealed envelope bearing the name and address of the bidder and clearly marked:

**LEASE OF FOUR (4) COPIERS
FOR THE POLICE DEPARTMENT
RFP NO. RFP2M21-2**

BY ORDER OF:
LAUREN MYLES, CMC
ALHAMBRA CITY CLERK

4. INSTRUCTIONS

- 4.1 Request for Proposal Format: To receive consideration, a Request for Proposal submitted in response to this RFP shall be in accordance with the requirements herein, shall be typewritten and shall include all required forms, executed as directed. The Request for Proposal shall include a detailed breakdown of costs or fees. Please refer to included forms that must be completed and submitted with your proposal.
- 4.2 Withdrawal of Request for Proposal: A Request for Proposal may be requested to be withdrawn, by written request, at any time prior to the date and time that this RFP is scheduled to close.
- 4.3 Specifications: The specifications or scope of work included have been prepared to describe the standard of quality, performance, and other characteristics needed to meet City requirements. The City will accept alternate Request for Proposals of a designed material, product, thing, service, “or equal”, and will determine if such alternate Request for Proposals are satisfactory in meeting a mandatory requirement or specification and if the proposed alternate meets the intent of the original mandatory requirements.
- 4.4 Decision to Reject: City reserves the right to reject as non-responsive any Request for Proposal incomplete, modified, or illegible, or which is not otherwise submitted in accordance with the requirements of this RFP.
- 4.5 Independent Vendor: Bidder shall be deemed an independent vendor and not an agent, subcontractor, or an employee of the City and the bidder shall not be authorized to bind City to any contract or other obligation. Under the agreement, the bidder shall certify that no one who has or will have any financial interest under the agreement is an officer or employee of the City.
- 4.6 Invoicing, Records, and Verification of Cost:
1. Invoices resulting from the agreement between the City and the bidder shall be submitted without delay for the cost of services. Invoices shall include all applicable supporting documentation and shall itemize charges or group charges by category or cost.
 2. Invoices shall be submitted to:

City of Alhambra Police Department
Attn: Accounting Section
211 South First Street
Alhambra, CA 91801

5. SPECIAL CONDITIONS

- 5.1 Force Majeure: Performance of the Agreement by each party shall be pursued with due diligence in all requirements hereof; however, neither party shall be liable for any delay or nonperformance due to causes not reasonably within its control. In the event of any delay resulting from such causes the time for performance and payment hereunder shall be extended for a period of time reasonably necessary to overcome the effect of such delays. In the event of any delay or nonperformance caused by such uncontrollable forces, the party affected shall promptly notify the other in writing of the nature, cause, date of commencement thereof, and the anticipated extend of such delay, and shall indicate whether it is anticipated that the completion dates would be affected thereby.
- 5.2 Taxes: Except where specifically provided, the proposal fee(s) shall include all Federal, State, and local sales, use, excise, transportation, privilege, occupational, and other taxes applicable to service, materials, or equipment furnished under the Agreement or by the bidder payroll. The

bidder agrees to indemnify and save the City harmless from and against any liability for any such taxes, or payroll premiums and contributions.

- 5.3 Assignment:** The agreement shall not be assigned or transferred without the prior consent of City.
- 5.4 Changes:** No changes or variations of any kind are authorized without a written and signed amendment to the Agreement.
- 5.5 Indemnification:** The bidder hereby agrees to protect, indemnify, defend, and hold harmless City, its officers agents, and employees from any and all demands, claims, or liability of any nature, including wrongful death, caused by or arising out of the bidder, its officers', agents', or employees' negligent acts, errors, or emissions, or willful misconduct, or conduct for which the law may impose strict liability on the Bidder in the performance or nonperformance of the Agreement.
- 5.6 Non-discrimination:** The Bidder shall be required to comply with all laws concerning non-discrimination in employment, and shall be subject to all penalties, including penalties set forth in the Alhambra Municipal Code, in the event of a violation of this provision.
- 5.7 ADA Information:** Persons with disabilities who required auxiliary aids or services in using City facilities, services or programs, or who require this document to be provided in other accessible formats, or who would like information on the City of Alhambra's compliance with the Americans with Disabilities Act (ADA) of 1990 should contact the Personnel Director/Risk Manager for the City of Alhambra.
- 5.8 Entire Agreement:** The Agreement between City and the selected Bidder will constitute the entire agreement of the parties hereto and will supersede any previous agreement or understandings. The Agreement may not be modified except in writing and executed by both parties.
- 5.9 Governing Law:** The laws of the State of California shall govern this RFP process and the Agreement. All services provided to the City shall comply with all City policies, rules, and regulations, which may be in effect during the term of the Agreement, as well as all Federal, State, and local statutes, ordinances, and regulations.
- 5.10 Term of Agreement:** N/A

Notwithstanding the foregoing, the City may terminate the Agreement, with or without cause, by providing thirty (30) days written notice to the Bidder.

- 5.11 Business License:** No Request for Proposals will be accepted from a bidder who has not been licensed in accordance with the provisions of the State Business and Professions Code. The successful bidder will be required to possess a business license from the City of Alhambra.

6. TECHNICAL SPECIFICATIONS OF COPIERS

- Printing Technology LED - monochrome
- Monthly Duty Cycle (max) 200000 pages
- Office Machine Features Xerox Extensible Interface Platform (EIP), scan to e-mail, scan to network, scan to FTP, scan to SMB, scan to USB host, Billing Impression Mode (BIM) enabled
- Display Features Touch screen
- Recommended Monthly Volume 20000 - 100000 pages

Detailed minimum requirements for copiers:

1	Connectivity	Wireless Ready Mobile Printing Capability, Apple AirPrint
2	Memory	Standard Memory 4 GB Hard Disk Drive 250 GB
3	Printer	AirPrint Enabled First Print Out Time B/W 3.9 sec
4	Power	Power Consumption Sleep 4 Watt Power Consumption Standby 45 Watt Power Consumption Operational 1250 Watt
5	Display	Display Diagonal Size 10.1" Color Support Features touch screen
6	Miscellaneous	Compliant Standards Class A certified, GS, NOM, WHQL, CB, ADA, RoHS, FIPS 140-2, UL 60950-1 Second Edition, WEEE, Section 508, Nordic Swan, UkrSEPRO, ICES Class A, IEC 60950-1 Second Edition, NRTL, Eco Logo, EAC, NMB-3 Class A, Energy-Related Products (ErP) Lot 4, BIS, CAN ICES-3 Class A, MEDITECH Color Category blue, white
7	Copying	Max Copying Speedup to 55 ppm Max Copying Resolution Up to 600 x 600 dpi Max Copying Speed B/W 55 ppm Max Copying Resolution B/W 600 x 600 dpi Max Copying Resolution Class B/W 600 x 600 dpi Warm-Up Time 120 sec First Copy Out Time B/W 3.8 sec Max Document Enlargement 400 % Max Document Reduction 25 % Automatic Duplexing Maximum Copies 9999 Copying Features Edge Erase, ID Card Copy, Job Build, auto paper select, collation copy
8	Ram	Installed Size 4 GB
9	Environmental Standards	ENERGY STAR Certified
10	Printing	Max Printing Resolution Up to 1200 x 1200 dpi Max Printing Speedup to 55 ppm Max Resolution Class B/W 1200 x 1200 dpi Max Resolution B/W 1200 x 1200 dpi Printer Drivers / Emulations PCL 5c, PCL 6, PDF 1.7, PostScript 3 Max Printing Speed B/W (ppm) 55 ppm Automatic Duplexing
11	Connections	Interfaces USB 2.0 host USB 2.0 Gigabit LAN - RJ-45 Security Protocols & Features Kerberos, LDAP, Secure Print, Apple Bonjour, TLS, IPsec, 802.1x, Secure Fax, AES-256, Secure Scan, Secure Email Operating System Support Red Hat Linux, Fedora Linux, MS Windows Server 2008 R2, MS Windows Server 2008 R2 x64 Edition, Apple Mac OS X 10.8, MS Windows Server 2012, MS Windows Server 2012 x64 Edition, Apple Mac OS X 10.9, MS Windows Server 2012 R2, MS Windows Server 2003 R2 (32/64-bits), MS Windows Server 2008 (32/64-bits), MS Windows Server 2012 R2 x64 Edition, MS Windows XP (32/64 bits), MS Windows 7 (32/64 bits), openSUSE 13.1 x64, Apple Mac OS X 10.10, Windows 8 (32/64-bits), Windows 8.1 (32/64-

		bits), Windows 10 (32/64-bits), Ubuntu Linux 14.04, Apple Mac OS X 10.11, MS Windows Vista SP2 (32/64-bits)
12	Environmental Parameters	<p>Sound Emission 35 dBA (idle) / 56 dBA (operating)</p> <p>Sound Emission (Idle) 35 dBA</p> <p>Sound Emission (Operating) 56 dBA</p> <p>Min Operating Temperature 50 °F</p> <p>Max Operating Temperature 89.6 °F</p> <p>Humidity Range Operating 15 - 85%</p>
13	Document & Media Handling	<p>Max Media Size A3/Ledger</p> <p>Document & Media Handling Details ADF - 200 sheets size: 4.9 in x 5.43 in - Ledger/A3 (11.7 in x 17 in) weight: 50 g/m² - 160 g/m²; weight (lbs.): 13 lbs. (Bond) - 43 lbs. (Bond)</p> <p>Bypass tray - 100 sheets size: A6 (4.13 in x 5.83 in) - Ledger/A3 (11.7 in x 17 in) weight: 60 g/m² - 216 g/m²; weight (lbs.): 16 lbs. (Bond) - 80 lbs. (Bond)</p> <p>2 x input tray - 500 sheets size: A5 (5.83 in x 8.25 in) - Ledger/A3 (11.7 in x 17 in) weight: 60 g/m² - 200 g/m²; weight (lbs.): 16 lbs. (Bond) - 53 lbs. (Bond)</p> <p>Input tray - 1600 sheets - Letter A Size (8.5 in x 11 in)/A4 (8.25 in x 11.7 in) weight: 60 g/m² - 216 g/m²; weight (lbs.): 16 lbs. (Bond) - 53 lbs. (Bond)</p> <p>Input tray - 2000 sheets - Letter A Size (8.5 in x 11 in)/A4 (8.25 in x 11.7 in) weight: 60 g/m² - 216 g/m²; weight (lbs.): 16 lbs. (Bond) - 53 lbs. (Bond)</p> <p>Speed Details Printing: up to 55 ppm (A4) - B/W</p> <p>Printing: up to 36 ppm (B4) - B/W</p> <p>Printing: up to 31 ppm (A3) - B/W</p> <p>Printing: up to 55 ppm (Letter A) - B/W</p> <p>Printing: up to 36 ppm (Legal) - B/W</p> <p>Printing: up to 31 ppm (Ledger) - B/W</p> <p>Printing: up to 55 ppm (A4) - B/W duplex</p> <p>Printing: up to 55 ppm (Letter A) - B/W duplex</p> <p>Copying: up to 55 ppm (A4) - B/W</p> <p>Copying: up to 36 ppm (B4) - B/W</p> <p>Copying: up to 31 ppm (A3) - B/W</p> <p>Copying: up to 55 ppm (Letter A) - B/W</p> <p>Copying: up to 36 ppm (Legal) - B/W</p> <p>Copying: up to 31 ppm (Ledger) - B/W</p> <p>Copying: up to 55 ppm (A4) - B/W duplex</p> <p>Copying: up to 55 ppm (Letter A) - B/W duplex</p> <p>Scanning: up to 140 ipm - color</p> <p>Scanning: up to 200 imp - B/W duplex</p> <p>Max Original Size A3 (11.7 in x 16.5 in), Ledger (11 in x 17 in)</p> <p>Original Type sheets</p> <p>Document Feeder ADF</p> <p>Document Feeder Capacity 200 sheets</p> <p>Media Type Class envelopes, film / transparencies, other, plain paper</p> <p>Media Size Class A3/Ledger</p> <p>Min Media Size 4.9 in x 5.43 in</p> <p>Min Media Weight 60 g/m²</p> <p>Max Media Weight 216 g/m²</p> <p>Min Media Weight (lb.) 16 lbs. (Bond)</p> <p>Max Media Weight (lb.) 80 lbs. (Bond)</p> <p>Supported Media Type bond paper, card stock, envelopes, labels, plain paper, preprinted paper, punched paper, recycled paper, transparencies</p> <p>Supported Media Sizes A3 (11.7 in x 16.5 in), A4 (8.25 in x 11.7 in), A5 (5.83 in x 8.25 in), A6 (4.13 in x 5.83 in), Ledger B Size (11 in x 17 in), Legal (8.5 in x 14 in), Letter A Size (8.5 in x 11 in)</p>

		Standard Media Capacity 4700 sheets Max Media Capacity 8000 sheets Bypass Feeder Capacity 100 sheets
14	Interface required	Connector Type RJ-45 Type Gigabit LAN, USB 2.0, USB 2.0 host
15	Office Machine	Type printer / copier / scanner Functions copier, printer, scanner Monthly Duty Cycle (max) 200000 pages Recommended Monthly Volume 20000 - 100000 pages Printing Technology LED Printing Output Type monochrome Office Machine Features Billing Impression Mode (BIM) enabled, Xerox Extensible Interface Platform (EIP), scan to FTP, scan to SMB, scan to USB host, scan to e-mail, scan to network
16	Dimensions & Weight	Width 33.5 in Depth 26.2 in Height 45.3 in Weight 249.12 lbs.
17	Scanning	Optical Resolution 600 x 600 dpi Grayscale Depth 8-bit Color Depth 24 bit Automatic Duplexing
18	Printing System	First Print Out Time B/W 3.9 sec
19	Document and Media Handling Details	Type ADF, bypass tray, input tray Media Feeder Qty 2 Media Feeder Capacity 100 sheets, 1600 sheets, 200 sheets, 2000 sheets, 500 sheets Min Media Weight 50 g/m ² , 60 g/m ² Max Media Weight 160 g/m ² , 200 g/m ² , 216 g/m ² Min Media Weight (lb.) 13 lbs. (Bond), 16 lbs. (Bond) Max Media Weight (lb.) 43 lbs. (Bond), 53 lbs. (Bond), 80 lbs. (Bond) Min Media Size 4.9 in x 5.43 in, A5 (5.83 in x 8.25 in), A6 (4.13 in x 5.83 in) Max Media Size Ledger/A3 (11.7 in x 17 in), Letter A Size (8.5 in x 11 in)/A4 (8.25 in x 11.7 in)
20	Software	Operating System Support Apple Mac OS X 10.10, Fedora Linux, MS Windows 7 (32/64 bits), MS Windows Server 2003 R2 (32/64-bits), MS Windows Server 2008 (32/64-bits), MS Windows Server 2012, MS Windows Vista SP2 (32/64-bits), MS Windows XP (32/64 bits), Red Hat Linux, Ubuntu Linux 14.04, Windows 10 (32/64-bits), Windows 8 (32/64-bits), Windows 8.1 (32/64-bits), openSUSE 13.1 x64
21	Speed Details	Function copying, printing, scanning Max Speed 140 imp, 200 imp, 31 ppm, 36 ppm, 55 ppm Size A3, A4, B4, Ledger, Legal, Letter A Mode B/W, B/W duplex, color
22	PC Connectivity	Connection Availability Interface Gigabit LAN, NFC, USB 2.0, USB 2.0 host AirPrint Enabled Security Protocols & Features 802.1x, AES-256, Apple Bonjour, IPsec, Kerberos, LDAP, Secure Email, Secure Fax, Secure Print, Secure Scan, TLS

7. PROPOSAL REQUIREMENTS AND INSTRUCTIONS

7.1 Content & Format

In order to assist the selection committee in making a determination, the City requires that all Proposers adhere to the response format outlined in this section. The City requests that proposals submitted be in 12-point font, organized and presented in a neat and logical format and are relevant to these services. Vendor's proposals shall be clear, accurate, and comprehensive. Excessive or irrelevant material will not be favorably received.

The proposal should include the following:

1. Cover letter.
2. Page numbering.
3. Index/Table of Contents.
4. Introduction/Executive Summary. Highlight the company's unique qualifications and relevant experience.
5. Bidders Information Form. (**REQUIRED** - page 11 & 12)
6. Fee Proposal Form. (**REQUIRED** - page 13)

7.2 Fee Proposal

Compensation for services provided shall be based upon the Vendor's detailed Fee Proposal Form (page 13) to furnish the services and equipment detailed in their proposal.

The Fee Proposal shall identify all costs associated with the lease of four (4) copiers. This information will be used by the City staff to evaluate the reasonableness of the fee proposal and may be used in negotiating the final fee amounts for the contract agreement.

Reimbursable expenses shall not be allowed unless negotiated prior to a contract.

Price escalations during the contract term are disfavored and will not be allowed unless negotiated prior to execution of contract.

7.3 Proposal Instructions

Deadline for submitting proposals is 10:30 a.m., Thursday, April 22, 2021. Mail or deliver to:

City of Alhambra – Police Department
211 South First Street
Alhambra, CA 91801
Attention to: Clerical Assistant III Sylvia Ordunez

The bidders should provide the City with an original and three (3) copies of the proposal. All submissions must be sealed in a package with reference to "RFP for Lease of Four (4) copiers RFP No. 2M21-2" on the outside. Proposals received after the deadline will be returned, unopened, to the Bidder.

7.4 Addendum and Supplements to the RFP

If it becomes necessary to revise any part of this RFP, an addendum or revision will be transmitted to all prospective vendors by email and will be posted on the City's website. Questions concerning the RFP document must be submitted in writing to City of Alhambra, Attn: CAIII Sylvia Ordunez, 211 South First Street, Alhambra, CA 91801, or email at sordunez@alhambrapd.org. Questions will be received through April 8, 2021, at 5:00 p.m. Responses to all questions will be distributed in writing via email to all known Vendors and will be posted on the City of Alhambra's website (www.cityofalhambra.org) as an addendum on April 15, 2021. Vendors are cautioned that any statements made by the contact person that materially change any portion of the RFP shall not be relied upon unless subsequently ratified by a formal written amendment to this RFP.

7.5 Statement of Offer & Signature

The Proposal shall contain a statement that the proposals are a firm offer for a 90-day period and signed by an individual authorized to act on behalf of the Vendor.

8 SELECTION CRITERIA

The City intends to retain the vendor whose proposal it believes is most advantageous to the City. Evaluation of the proposal will be based on lowest responsible proposal received but not limited to, cost of installation and related expense. Selection will be made on the following factors:

- Quality and completeness of submitted proposal;
- Fee Proposal/Proposed Cost;
- Support and services; and
- Qualifications and experience with similar types of efforts.

Additional information related to the vendor selection process will be made available in the future once the City has executed this contract. Please refrain from making any verbal inquiries or requests for a formal debriefing related to the subject RFP until the City of Alhambra completes the ongoing contract process.

BIDDERS INFORMATION FORM

PROVIDE THE INFORMATION REQUESTED BELOW OR INDICATE "N/A", IF APPROPRIATE.

NAME OF BIDDERS (COMPANY)	ADDRESS
	IRS Number:
	Phone/FAX Number:

A. Bidder is a:

- California Corporation
- Corporation organized under the laws of the State of _____,
 With head offices located at _____,
 and offices in California at _____.
- California Limited Liability Company
- Sole Proprietorship: _____, proprietor.
- Partnership
- Limited Liability Partnership

List names of partners; state which partner or partners are managing partner(s)

- Other (attach Addendum with explanatory details)

B. How many years have you or your firm done business under the name listed above? _____

C. How many years of experience similar to work or services covered in this RFP? _____

D. Provide relevant references of contracts satisfactorily completed in the last three (3) years:

CUSTOMER COMPANY	CONTACT/PHONE NUMBER	DATE COMPLETED	CONTRACT AMOUNT

(PROVIDE ADDITIONAL SHEETS, IF NECESSARY)

BIDDERS INFORMATION FORM

E. Have you or your firm previously worked for the City of Alhambra? Yes No
(If yes, list above, or if necessary, provide information on additional sheets).

F. Bidders license, number/type: _____

G. Minority Business Enterprises:
Proposer is, or is not a minority, or Women, or Disadvantaged Business Enterprise.

H. Small Business Concern:
Proposer is, or is not a Small Business Concern.

I. Bidders Designated Contact

Name: _____ Title: _____

Phone: _____ Fax: _____

J. The firm and individuals listed below, certify that they do not discriminate in employment with regards to age, race, color, religion, sex, marital status, national origin, ancestry, physical disability, mental disability, medical condition, or sexual preference; that they are in compliance with all federal, state, and local directives and executive orders regarding nondiscrimination in employment.

K. The undersigned hereby agrees to and accepts the terms and conditions of this RFP.

Signatures (must be the same signature(s) as will appear on Contract):

First Officer*

Second Officer*

(Signature)

(Signature)

(Printed name of signatory)

(Printed name of signatory)

(Title of signatory)

(Title of signatory)

Note: California Corporations Code Section 313 requires two corporate officers to execute contracts. The signature of First Officer must be one of the following: Chairman of the Board; President; or Vice President. The signature of the Second Officer must be one of the following: Secretary; Assistant Secretary; Chief Financial Officer; or Assistant treasurer. In the alternative, a certified corporate resolution attesting to the signatory authority of the individuals in the respective capacities is acceptable.

Or,

L. The undersigned certifies that the Bidder is not a corporation and is not subject to the requirements of California Corporations Code, and hereby agrees to, and accepts the terms and conditions of this RFP.

(Signature)

(Printed name of signatory)

Date:
