

**Request for Proposal for
Housing Service Provider(s) (RFP No. HSS1 2022-22)**

Alliance of Community Assistance Ministries, Inc. (ACAM received a contract award from the Texas Department of Housing and Community Affairs (Contract No. 20210000007) for Housing Stability Services. Accordingly, ACAM hereby solicits proposals from qualified organizations.

RFP TIMELINE

Official Release Date: Friday, January 14, 2022 Full RFP posted at: https://acamweb.org/funding-vendor-opportunities/
Optional RFP Conference January 24 2022, 1:00 pm-2:00 pm Zoom registration link: https://us02web.zoom.us/meeting/register/tZUoduisrTgrE9F5ShdCgyO8-s0wx_bK2v6B
RFP Questions Due by January 26, 2022, at 12PM CDT Please submit questions in writing to Sarah Malcolm at smalcolm@acamweb.org
Anticipated Release Date of ACAM answers to written questions received: January 27, 2022, at 5:00 PM CDT
Proposals Due: January 31, 2022 at 12:00 PM CDT
Anticipated Preliminary Award Announcements: February 9, 2022 Internet website where addenda and answers to questions will be posted at https://acamweb.org/funding-vendor-opportunities/

SUBMISSION REQUIREMENTS: Mail or hand deliver (1) electronic copy on flash drive AND (1) hard copy of the proposal to the address below. The proposal cover sheet must be signed and dated by an authorized representative of the proposing organization.

Responses to this request for proposals should be mailed or hand delivered to:

ACAM, Inc.

Attn: Sarah Malcolm – Procurement

710 N. Post Oak Road, Suite 210

Houston, TX 77024

713-429-5958

Late proposals will NOT be accepted. Proposals must be received by the due date.

If all or any portion of a response submitted is received late or is otherwise non-responsive due to equipment failure or operator error, the response or the applicable portion of the response will not be considered. In addition, ACAM is not liable for equipment failure or operator error.

SUMMARY

Alliance of Community Assistance Ministries, Inc. (“ACAM”) seeks qualified contractor(s) to assist in the implementation of appropriate measures under the Housing Stability Service (HSS1) grant award from the Texas Department of Housing and Community Affairs (TDHCA) to prevent, prepare for, and respond to the coronavirus among individuals and families who are housing unstable and to mitigate the impact created by coronavirus. To be deemed responsive, proposals must include the following information:

A. Statement of Qualifications

A competent contractor will possess experience at providing housing stability services described in the HSS Business Rules. Proposals must disclose past clients, types of programs administered, and résumés of all employees (personal identification may be redacted from résumés) who might provide services if the contract is awarded.

B. Scope of Work

ACAM is a nonprofit organization that advances collaboration to create community-wide solutions for thriving nonprofits, neighborhoods, and families in Harris/Fort Bend/Montgomery counties. The Housing Stability Services (HSS) Program provides case management, financial assistance, and other wraparound services to people who are housing unstable, income below 80% AMI, experienced financial hardship due to the pandemic, and lack the resources needed to remain stably housed. Proposers must describe eligible HSS activities they would perform in compliance with HSS Business Rules.

C. Proposed Cost of Services

Proposals must include an estimated cost for each activity identified in the Scope of Work. ACAM will not use lowest cost as the sole basis for selecting the best bid for this contract.

D. Background

TDHCA’s HSS program provides assistance to local communities and non-profits to assist eligible households to help them maintain or obtain stable housing. The program is funded by the U.S. Department of the Treasury through the Emergency Rental Assistance (ERA) program.

Even as the American economy continues its recovery from the devastating impact of the pandemic, millions of Americans face deep rental debt and fear evictions and loss of basic housing security. Countless middleclass landlords who rely on rental income to support their families have also faced deep financial distress due to the COVID-19 crisis. Nearly 7 million Americans reported being behind on rent in Spring 2021. More than 40 percent of those renters worry that they could be evicted sometime in the next two months. Almost 12 million Americans lack confidence that they can make next month’s rent. Evictions can have long-lasting consequences for families—potentially disrupting school, worsening health, displacing neighborhood networks of support, and making it more difficult to find safe, affordable housing in the future. COVID-19 has exacerbated an affordable housing crisis that predated

the pandemic and that has exacerbated deep disparities that threaten the strength of an economic recovery that must work for everyone.

The Biden-Harris Administration has announced the allocation of the additional \$21.6 billion under the American Rescue Plan for Emergency Rental Assistance – including \$2.5 billion targeted to the highest-need areas, where job loss and high market costs have made it especially difficult for low-income renters. To meet this need, the Emergency Rental Assistance program makes funding available to assist households that are unable to pay rent or utilities. Two separate programs have been established: ERA1 provides up to \$25 billion under the Consolidated Appropriations Act, 2021, which was enacted on December 27, 2020, and ERA2 provides up to \$21.55 billion under the American Rescue Plan Act of 2021, which was enacted on March 11, 2021. The funds are provided directly to states, U.S. territories, local governments, and (in the case of ERA1) Indian tribes. Grantees use the funds to provide assistance to eligible households through existing or newly created rental assistance programs.

Section 501(a) of Division N of the Consolidated Appropriations Act, 2021, Pub. L. No. 116-260 (Dec. 27, 2020), the (“Act”), authorizes the U.S. Department of the Treasury (“Treasury”) to release funds to be used to provide emergency housing stability assistance. The Texas Department of Housing and Community Affairs (TDHCA) applied to Treasury on behalf of the State and was awarded \$52.9 million. Pursuant to the Federal Funding Agreement, ERA funding is for: (1) Financial assistance to eligible households (at least 90%); and (2) Housing stability services and administrative fees (not more than 10%). With the Housing Stability Services (HSS) funding two separate programs have been established by TDHCA, HSS1 and HSS2. The TDHCA HSS programs provide case management, housing navigation, employment training, mental health counseling, security deposit assistance and other housing stability services.

ACAM is seeking contractor(s) to provide housing stability services for not less than 10 households in the contract term. Proposals must 1) include targets for the number of households it proposes to serve, 2) demonstrate capacity to assist families in achieving housing stability and 3) satisfy the requirements as outlined in this RFP. Please review the RFP timeline. Responses to questions about the RFP process will be posted to ACAM’s website on the release date (<https://acamweb.org/funding-vendor-opportunities/>).

The objective of this RFP is to solicit proposals from qualified contractor(s) in order to select contractors that will provide the best overall value to ACAM. While price is a factor, other criteria (including past experience, capacity, estimated number of households to be served) will form the basis of the decision. ACAM reserves the right to amend, suspend, terminate, or reissue this RFP, in whole or in part, at any stage. In no event is ACAM liable to respondents for any cost or damages incurred in connection with the RFP process, including but not limited to, all costs of preparing a response to this RFP, or any other costs incurred in reliance on this RFP. No respondent shall be entitled to repayment from ACAM for any costs, expenses, or fees related to this RFP. All supporting documentation submitted in response to this RFP will become the property of ACAM. Respondents may also withdraw their proposal in writing at any point in time as more information becomes known.

E. ACAM HSS Program Summary

The following section is intended to describe the component of ACAM's HSS program and includes the model, client services process, measuring impact, and program implementation.

1. ACAM HSS Model

ACAM will support the deployment of the HSS program throughout the CoC TX-700 region, which includes Harris, Fort Bend and Montgomery Counties. The ACAM HSS programs is built on a client-centered case management/coaching approach to housing stability services. Informed by evidence-based research and experience with the target population, the ACAM HSS program employs an assets-based goal planning approach to case management and an empowerment model, which matches interventions to the level of program participants' need through a standardized, streamlined process of screening, eligibility, assessment, and high-touch case management.

2. Client Services Process

ACAM's HSS program has established the Business Rules and policies and procedures that describe the process from intake to exit including screening, eligibility and income determination, assessment tools, intake documentation, client determination policy, housing stability planning templates, progress reports, and output and outcome reports. The standardized intake and case files walk service providers through the process from intake to exit including required case management and accountability follow-ups. Other standardized forms include a Client Termination Policy, Landlord Incentive Policy and Agreement, and other standardized monthly reporting forms. Case managers meet each household where they are, to screen for eligibility, collect documentation, work with clients to develop a budget, determine the current housing cost burden, create an assistance plan, and provide coaching and education to not only help the client address the immediate housing crisis, but also help the client decrease the risk of a future crises. Two individualized plans are created during this process 1) Housing Stability Plan and 2) a Rental Assistance Plan (if needed).

3. Measuring Impact

In addition to tracking outputs listed below, ACAM's HSS program focuses on one or more of four outcomes:

- a. Improvement in relative housing destination from entry to exit (e.g., from hotel to apartment or shelter to transitional housing),
- b. Increased Self Sufficiency Matrix (SSM) score in housing domain (scale from 1 to 5, 1 = in crisis, 2 = vulnerable, 3 = safe, 4 = building capacity and 5 = empowered)
- c. Received rental assistance (if needed) from ERA1 and non-ERA1 HSS sources including (EFSP, ESG, TRR, Fort Bend County, Harris County, or other/private funding sources), and

- d. The number and percent of goals achieved on the Housing Stability Plan.

HSS funds may not be used to provide rental assistance. The ACAM HSS program provides funding for client outreach, case management, housing services, financial assistance payments (such as deposits, applications fees, short-term hotel/motel), and other social services and financial assistance to increase housing stability. Central to the intent of ACAM's HSS program is regional leveraging of enhanced case management capacity with other available rental assistance funding (EFSP, ESG, TRR, Fort Bend County, Harris County, or other/private funding sources). All services are provided to eligible and appropriate households free of charge with no requirements for participation in any demonstration of religion or religious activities. Additionally, there are no zip code restrictions for any services; any residents of the CoC TX-700 region can be screened for eligibility.

4. Program Implementation

ACAM's HSS client-centered case management program includes:

- a. Assessing eligibility and conducting intake in accordance with ACAM procedures.
- b. Creating Housing Stabilization Plans (HSP) with clients enrolled in the program.
- c. Creating a Rent Assistance Plan and facilitating applications for rental assistance (EFSP, ESG, TRR, Fort Bend County, Harris County, or other/private funding sources).
- d. Providing financial assistance on behalf of clients within eligible spending categories.
- e. Coordinating information and referrals for clients needing services in the community.
- f. Conducting client meetings in-person, over the phone or virtually, with frequent accountability/client follow-up.
- g. Recording individual and household program data.
- h. Producing accurate and complete case management records.
- i. Providing Continuous Quality Improvement (CQI) of records.
- j. Providing guidelines on case management and a Standardized Case Management Record.
- k. Providing updates and trainings as they become available with guidance from TDHCA and the U.S. Department of the Treasury.

F. Start Date and Contract Term

The Alliance of Community Assistance Ministries, Inc. (ACAM) hereby requests proposals from offerors to perform Housing Stability Services, as described in the RFP, for a three-month period, with the potential of being extended up to four (4) years. Contract(s) may be renewed for subsequent time periods by mutual written agreement not to exceed four (4) years. The 3-month period is expected to begin February 1, 2022, through April 31, 2022. Funding is available and contractors should be ready to commence work on February 1, 2022. We invite organizations to submit a proposal by Monday, January 31, 2022, by 12:00 pm, for consideration. Proposals will be held in confidence and not released in any manner until after the contract(s) are awarded. Payments on contract(s) will be made on a reimbursement

basis. The contract amount agreed upon by ACAM and the respective contractor will provide compensation for services and allowable direct service expenses. A payment schedule will be negotiated with selected contractor(s). ACAM reserve the right to offer a contract award greater or less than the amount requested in the proposal.

Housing Stability Services contractors will be selected on their ability to meet the expectations of the ACAM HSS Program and ensure compliance with the written guidance for the program. The ACAM HSS Program is designed and implemented by ACAM and follows all applicable federal regulations. Selected contractors shall be required to follow ACAM's program and eligibility requirements. Offerors will be selected on their ability to comply with federal, state, and local regulatory expectations. For experienced contractors, prior performance will be taken into consideration. Offerors shall demonstrate financial and staffing capacity to perform the work proposed. ACAM will verify that any offeror selected is not restricted from participation in government contracts through <https://www.sam.gov> and through <https://ourcpa.cpa.state.tx.us/coa/Index.html>. Debarred or suspended offerors from the State of Texas and/or Federal government shall not be procured.

A. Performance Targets and Outcome Measures

ACAM maintains data for the HSS program which may include:

- a. Number of people and households screened for program eligibility,
- b. Number of people and households determined eligible for the program,
- c. Number of people and households enrolled in HSS (clients met eligibility: COVID-19 impacted, housing unstable, and < 80% AMI),
- d. Demographics,
- e. Special Populations,
- f. Household data,
- g. Housing status (destination) at entry and exit,
- h. Fair Market Rent and Housing Cost Burden calculations,
- i. Household Income,
- j. Documentation of pandemic impact,
- k. Non-cash benefits received by household,
- l. Housing Stability Plan and Rent Assistance Plan,
- m. Barriers to Stable Housing,
- n. Assessment of Housing Stability,
- o. Sessions of case management, coaching, and employment counseling provided per person per household,
- p. Number of people and households assisted with applications for rent assistance (and which programs),
- q. Number of people and households successfully enrolled in rental assistance (including amount and which programs),
- r. Amount of housing services provided per service, per household (i.e., utility deposits, pet deposits, landlord incentives, moving costs), and
- s. Amount of social services provided per service, per household (transportation,

childcare, employment training programs, ID recovery, technology, credit recovery related to stability).

- B. ACAM maintains policies and procedures that must be followed by all contractors including and not limited to Client Termination Policy, Client Determination Policy and client appeal process. For more information, please see the HSS Business Rules.

G. Statement of Work

Submit a proposal in response to the Statement of Work (SOW) for this RFP. The length of the submittal document, not including the signed cover letter or attachments, **shall not exceed 6 pages (single sided, single spaced, using Times New Roman and 12-point font)**. The proposal shall state the organization's qualifications and experience to fulfill the goals and achieve the targets outlined above. Respond to each item in the order listed below. A PDF of the Budget Form including narrative must be submitted in back of the response to the scope of work **AND** the completed Excel Budget Form must be submitted with the proposal. Lastly, include all attachments in the order listed with the cover sheet placed in front of the proposal and other attachments following the proposal.

1. Provide a brief description of your organizational history and capacity to fulfill the qualifications described above, (date organization started, current total number of employees, any special accommodations/services that could be provided).
2. Describe the experience of key staff and the relevant experience of those working directly with clients. Describe any relevant training and/or certification(s). Describe the experience of case managers at housing stability services.
3. Describe, if any, direct experience providing housing stability services and experience connecting households to rental assistance programs and other housing stabilization services. Describe how prior experience prepares your staff to provide housing stability services under the HSS program (provide name, description and years of experience). Please describe your knowledge of local and regional rental assistance programs and your experience connecting households with these rent assistance programs (programs should include those onsite). If none, then please explain how your qualifications prepare you to provide housing stability services and meet the stated objective and targets as well as experience preventing homelessness during COVID-19.
4. Describe experience providing services for residents of Harris, Fort Bend, and/or Montgomery Counties and any previous participation in the Continuum of Care (CoC) (Please note that services may not be restricted by zip code or county. Selected organizations are expected to serve eligible applicants throughout the three-county CoC).
5. Describe past experience providing housing stability/coaching case management and other services to families at risk of homelessness. Include a description of the impact of those services (reference section E3 of this RFP). Please provide available output and outcome information including description of indicators used in the past and any results (include past success in terms in numbers and percentages).
6. Describe experience connecting families to mainstream resources (TANF, SSI, Medicaid, CHIP etc.) Describe any involvement of clients in the development of

strategies and program design.

7. Explain the system in place to maintain caseloads in the extended absence or departure of staff members.
8. Describe your methods of maintaining client data.
9. Describe your experience serving clients' high barriers to stable housing and any special populations, households with veterans, disability, and persons fleeing domestic violence. Please describe any special populations served and provide an estimate of the percent of clients that belong to one or more special populations. (See ACAM's Business Rules)
10. Project the number of households and the number of people served and a description of how services will be provided in the term of the contract.

A. Budget Summary

Complete the excel budget form provided. The following listed items are the expense categories provided in the HSS Budget Form. Budgets must be submitted in the unlocked excel format. Budget narrative must (1) demonstrate a knowledge of eligible uses, (2) provide sufficient description to calculate the amounts budgeted, (3) tie to the number of households to be served by category, and (4) align with the description of services proposed to be provided. Proposers must attach a PDF of the HSS Budget Form to the narrative response, and the budget DOES NOT count of the page limitation. Proposers are also required to submit the completed Excel HSS Budget Form.

1. Personnel cost:
 - a. Case management related to housing stability
 - b. Housing Stability Coaches
 - c. Counseling and mental health services
 - d. Housing Stability Screener
2. Housing Services
 - a. Relocation/Moving
3. Housing Payments
 - a. Rental Application Fees
 - b. Security/Rental Deposit
 - c. Utility Deposits
 - d. Pet deposits
 - e. Landlord Incentive Payments
 - f. Short-term payments for hotel/motel
4. Social Services for Housing Stability
 - a. Technology costs
 - b. Transportation
 - c. Employment/Job Readiness Services
 - d. Mental Health Counseling (if provided by an on-site employee)
 - e. Childcare
 - f. ID recovery

B. Required Attachments

Required attachments to submit with proposal in the order below. Proposals

submitted without the listed attachments will be considered incomplete.

- a. Proposal cover sheet signed and dated by a Certifying Representative (see attachment). This executed document shall be placed in front of the proposal. Attachments b-f should follow the proposal.
- b. PDF of the completed HSS Budget Form
- c. Evidence of good standing from the Texas Comptroller (Print from Link: <https://ourcpa.cpa.state.tx.us/coa/Index.html>)
- d. Evidence of good standing from SAM (Print from Link) <https://www.sam.gov>
- e. Résumés of key personnel including the background and qualifications of direct service staff
- f. Evidence of 90-day working capital (copies of most recent 3 months of bank statements and financial statements)
- g. Most recent audit
- h. Submit a completed HSS Budget Form in Excel format

C. Grievance Procedures for RFP Respondents to ACAM's HSS Program

Purpose

The purpose of the grievance procedure is to settle any grievance between an RFP respondent and Alliance of Community Assistance Ministries, Inc. (ACAM), as quickly as possible to assure an efficient and fair procurement.

Eligibility

A grievance may be filed by any proposer that claims it has been adversely affected by:

1. The score assigned by the Independent Review Team.
2. Improper application of ACAM business rules, regulations and/or procedures.

Procedure for Filing Respondent Organization Grievances

The following steps must be followed in the order given. Time limits shall begin on the first working day after the applicable occurrence, filing, appeal, response, or recommendation. Working days shall not include weekends or national holidays.

Step 1

To be considered, a grievance must be filed in writing with ACAM within 24 hours preliminary contract award announcement. This written grievance should be sent to Sarah Malcolm, Housing Stability Programs Manager at smalcolm@acamweb.org. ACAM has forty-eight (48) hours from receipt of the grievance form to respond to and resolve the grievance.

Step 2

If the respondent organization is not satisfied with the proposed resolution the respondent organization has twenty-four (24) hours to file an appeal with the ACAM Grievance Committee.

The Grievance Committee has forty-eight (48) hours to investigate, talk with the grievant and respond in writing using the official form.

General Provisions

The Grievance Forms provided by ACAM should be used in pursuing a resolution of the grievance.

The respondent organization may represent itself or be represented by a chosen representative when presenting the organization's grievance.

GRIEVANCE FORM FOR ACAM HSS PROGRAM RFP RESPONDENTS

Grievance Form

Respondent Organization: _____

Representative: _____ Title: _____

Address: _____ Phone: _____

We have discussed this complaint with Housing Stability Programs Manager and received her verbal answer on (date) _____. Because this answer is unacceptable to us, we wish to file a formal complaint.

Nature of grievance. Explain how your organization was unfairly treated including names and dates. (Use additional pages if needed.)

Empty box for describing the nature of the grievance.

A just and fair solution of our grievance is:

Empty box for describing a just and fair solution.

We understand that if we wish to further appeal our complaint, we have twenty-four (24) hours from response to submit a grievance form to the next level of appeal. Grievances not appealed timely are considered settled at the previous level.

Date

Signature

Housing Stability Services Request for Proposals (RFP)

GRIEVANCE PROCEDURE FOR THE ACAM HSS PROGRAM RFP RESPONDENT ORGANIZATIONS

Grievance Form Response from ACAM’s Grievance Committee

Respondent Organization: _____

Respondent Representative: _____

ACAM’s Grievance Committee Response to Respondent Organization’s Complaint:

Empty box for ACAM’s Grievance Committee Response to Respondent Organization’s Complaint.

Grievances not appealed timely are considered settled at the previous level.

Date

Signature

Housing Stability Services Request for Proposals (RFP)

Organization (Offeror) Name and Address	Contact Person
Phone Number	RFP No. HSS1-2022
Contact Email Address	EIN OR TAX ID Number
Cage Number	Annual Budget
DUNS Number	# of Employee
<p>Name & Title of Certifying Representative. Note: "Certifying Representative" means the individual who may legally submit proposals for the agency and enter into agreements (i.e. the Chairman of the Board of a social service agency). You may identify a different contact person.</p> <p>Name: _____ Title: _____</p>	

I hereby certify that all information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate to the best of my knowledge.

Signature of Certifying Representative	Date
Signature of Preparer	Date

The undersigned, as Proposer, certifies that the Proposer has not, either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competition in connection with this contract. The Proposer certifies they have not and will not participate in the development, review, and/or selection process.

Date

Proposer Signature

Housing Stability Services Request for Proposals (RFP)
CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS

The undersigned certifies, to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal agency or ACAM;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification;
- (d) Have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or local) terminated for cause or default; and
- (e) Will submit to ACAM information about each proceeding that occurs during this Contract Term or during the recordkeeping period that:
 - (1) Is in connection with this award;
 - (2) Reached its final disposition during the most recent five year period; and
 - (3) Is one of the following:
 - i. A criminal proceeding that resulted in a conviction, as defined below;
 - ii. A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - iii. An administrative proceeding, as defined below, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damage in excess of \$100,000; or
 - iv. Any other criminal, civil, or administrative proceeding if:
 - 1. It could have led to an outcome described in this section (e) paragraph (3), items (i) – (iii) of this award term and condition;
 - 2. It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
 - 3. The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.
 - (4) For purposes of section (e) of this certification the following definitions apply:
 - i. An "administrative proceeding" means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings).

Housing Stability Services Request for Proposals (RFP)

This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

- ii. A “conviction”, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

Where the undersigned Contractor is unable to certify to any of the statements in this certification, such Contractor shall attach an explanation of why it cannot provide said certification to this Contract.

The undersigned Contractor further agrees and certifies that it will include the below clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Subcontracts/Lower Tier Covered Transaction,” without modification, in all subcontracts and in all solicitations for subcontracts:

“CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – SUBCONTRACTS/ LOWER TIER COVERED TRANSACTIONS”

(1) The prospective lower tier participant/subcontractor certifies, by submission of this proposal, 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 agency or ACAM.

(2) Where the prospective lower tier participant/subcontractor is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

LOWER TIER PARTICIPANT/SUBCONTRACTOR:

Entity Name, Entity Type

By: _____ Signature Authority Name, Title

Date: _____ ”

This certification is a material representation of fact upon which reliance is placed when ACAM awards the contract. If it is later determined that Contractor knowingly rendered an erroneous certification, in addition to any other remedies available to the Federal Government, ACAM may terminate this Contract for cause or default.

CONTRACTOR:

Entity Legal: _____

By: _____

Name: _____

Title: _____

Date: _____