REQUEST FOR PROPOSALS
Birmingham Area Roadway Ownership/Maintenance Study

Regional Planning Commission of Greater Birmingham
Two 20th Street N, Suite 1200
Birmingham, AL 35203
www.rpcgb.org
205-251-8179
REQUEST FOR PROPOSALS

Birmingham Area Roadway Ownership/Maintenance Study

SCHEDULE

RFP Issue Date: Friday, February 14, 2020
Questions Due: Friday, February 21, 2020 by 4:00 PM (CST)
Answers to Questions posted: Friday, February 28, 2020 by 4:00 PM (CST)
Proposals Due: Friday, March 6, 2020 by 12:00 PM noon (CST)
Notice of Award: By Friday, March 20, 2020

QUESTIONS

All inquiries regarding this Request for Proposals should be directed to:

Mike Kaczorowski, Principal Planner for Transportation
Telephone: (205) 264-8444
E-mail: kaz@rpcgb.org

SUBMISSION

One original and two (2) hard copies (3 total) on 8 1/2" x 11" paper, plus one (1) digital copy in PDF format on a CD or thumb drive, must be returned in a sealed envelope, and be clearly marked “Birmingham Area Roadway Ownership/Maintenance Study RFP ENCLOSED.” Proposals should not exceed 5 pages (excluding attachments), single-sided.

SUBMITTALS MUST BE MAILED OR HAND DELIVERED TO:

Mike Kaczorowski, Principal Planner for Transportation
Regional Planning Commission of Greater Birmingham
2 20th Street North, Suite 1200
Birmingham, Alabama 35203

No proposal shall be received by facsimile or electronic mail
PROPOSALS RECEIVED AFTER THE DEADLINE WILL BE REJECTED
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SECTION 1: PROJECT BACKGROUND AND DESCRIPTION

Many hours and resources are spent each year by cities, counties, and consultants trying to determine who owns and maintains a particular segment of roadway. This issue comes up at all levels of project development including planning studies, design phases, utility relocations, and even during roadway construction or reconstruction. This type of research has held up contractors and forced projects to be put on hold during the disputes. In order to facilitate smoother project flow, there is a need to develop a planning level GIS database that identifies the agency or municipality that owns each roadway segment on the functional classification system (only federal aid routes will be included in this study), as well as the agency or municipality that maintains the roadway segment which may be different from the owner. A map of the study limits is illustrated in Figure 1 on the following page.

A map of the study limits is also available at:

https://rpcgb.maps.arcgis.com/home/webmap/viewer.html?webmap=b74199753f454eb1b6538691f4d1512b
Figure 1. Study Area Map
(Also viewable at https://rpcgb.maps.arcgis.com/home/webmap/viewer.html?webmap=b74199753f454eb1b6538691f4d1512b)
SECTION 2: SCOPE OF SERVICES

The following is the list of tasks to be performed:

1. Research and confirm the agency or municipality that owns each roadway segment on the functional classification system and the agency or municipality that is responsible to maintain each roadway segment;

2. Develop a GIS database to document the ownership and maintenance of each roadway segment;

3. Data will only be collected on functionally classified roadways and will be collected in the following order:
   a. Unincorporated Shelby County;
   b. Incorporated Shelby County;
   c. Unincorporated Jefferson County;
   d. Incorporated Jefferson County;


The scope will be tailored to fit within the approved budget with the understanding that the budget may not be sufficient to cover the entire MPO region.

Estimated Budget: $80,000 – $90,000
Please note that a cost proposal is not a required element of this RFP. The project fee will be negotiated with the firm(s) after the consultant is selected.
SECTION 3: CONTENTS FOR PROPOSAL PACKAGES

It is the responsibility of all Vendors to examine the entire Proposal Package and seek clarification of any item or requirement that may not be clear and to check all responses for accuracy before submitting a proposal.

General Information

- Proposals should not exceed 7 pages (which includes the cover letter, table-of-contents, and 5 page abstract, but does not include the attachments and forms), and should be printed single-sided
- One original and two (2) hard copies (3 total) on 8 1/2" x 11" paper, plus one (1) digital copy in PDF format on a CD or thumb drive, must be submitted.

The following items must be submitted with each Proposal Package. Failure to include ANY of these items may result in a Proposal Package being rejected.

Cover Letter / Letter of Interest (1 page)
The cover letter is intended to indicate the Consultant Team’s interest in the project. The cover letter shall be no longer than one (1) page and shall include:

- Name, address and contact information for the submitting firm(s). If the response is being submitted to qualify a “team,” the names of the sub-consultant(s) that may be used for the project.
- Organization Profile and Qualifications - This section of the letter must describe the proposing firm(s), including the size and range of activities of the organization.
- Identify the proposed Project Principal and Project Manager, including their titles and/or their classifications;
- Lawsuits: Indicate whether or not the Proposer is a party to an outstanding lawsuit against the Regional Planning Commission of Greater Birmingham, the Birmingham Metropolitan Planning Organization, or the Alabama Department of Transportation.
- Certification: The letter shall agree to all terms and conditions in this RFP, and specifically include the following language:

No employee of the Regional Planning Commission of Greater Birmingham (RPCGB), no member of the RPCGB Executive Board, no employee of the Metropolitan Planning Organization (the MPO), no voting member of the MPO governing body, no member of the governing body or staff of any MPO member jurisdiction, no employee of the Birmingham-Jefferson County Transit Authority (BJCTA), no member of the BJCTA Board, no member or employee of the City of Birmingham City Government, no member or employee of the Jefferson County Government, and no member or employee of the Alabama Department of Transportation exercising functions or responsibilities with respect to this project shall, during his or her tenure or for one year thereafter, have any interest, direct or indirect, in any proceeds thereof.
• **Signature:** A signature by a representative of the submitting Vendor who has authority to negotiate and contractually bind the consultant team/firm. All signatures must be original on at least one copy of the proposal submitted to the RPCGB.

### Table of Contents
The table of contents should outline, in sequential order, the major areas of the Response Package as shown herein. All pages of the Response Package, excluding attachments, must be clearly and consecutively numbered and correspond to the table of contents.

### Abstract
Each copy of the proposal should be complete and include the following minimum requirements:

1. A brief company history
2. A narrative of the proposer’s approach to the project and a statement of understanding targeting the specific nature of this project
3. A brief description of project team members and their relevant experience

### Completeness of Submission

1. Proposers are responsible for examining and being familiar with all specifications, drawings, standard provisions, instructions, and terms and conditions of the solicitation and their responses.
2. The proposers must attach all required forms with each submission copy. Forms must be signed by a representative of the proposer authorized to bind the proposer contractually. The proposer must include a statement identifying any exceptions to this RFP or declare that there are no exceptions taken to the RFP.

### Disadvantaged Business Enterprises (DBE) Certification
The RPCGB seeks meaningful participation by qualified disadvantaged businesses in its procurement process. The RPCGB has a DBE goal of twenty percent (20%) of the overall project. A DBE is defined as, “for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations. African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged.” The proposal shall indicate the minimum percentage of the total contract value that is to be paid to any sub-consultant or supplier for which DBE status is claimed. DBE firms are requested to submit evidence of such classification with the Response Package (as Attachment F).

• **Attachments:** Executed copies of:
  - Attachment A: Certification of Non-Collusion
  - Attachment B: Certification of Contingent Fees
  - Attachment C: Certification of Fair Employment Practices
  - Attachment D: Conflict of Interest Disclosure
  --Note: Attachments A through D should only be completed by the prime consultant.
  - Attachment E: DBE Utilization Commitment Form
  - Attachment F: DBE Certification Form
--All Proposers shall provide a copy of the DBE Certification Form for Consultants and sub-consultants claiming such status. The certification must have been obtained from a federal, state or local governmental agency that regularly issues such certification, must have been issued within the past year, and must clearly state the effective date of the certification.

Disposition of Proposals
All proposals submitted in response to this RFP will become the property of RPCGB and a matter of public record. Proposer must identify, in writing, all copyrighted material, trade secrets, or other proprietary information that it claims is exempt from disclosure under the Public Records Act of the State of Alabama. Any Proposer claiming such an exemption must also state that it agrees to defend any action brought against RPCGB for its refusal to disclose such material, trade secrets or other proprietary information to any party making a request therefore. Any Proposer who fails to include such a statement shall be deemed to have waived its right to an exemption from disclosure as provided by said action.
Proposal Packages submitted for consideration should be arranged following the format shown below:

<table>
<thead>
<tr>
<th>Proposal Package Structure</th>
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<tbody>
<tr>
<td>1. Cover Letter / Letter of Interest</td>
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<td>1 page</td>
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<tr>
<td>2. Table of Contents</td>
</tr>
<tr>
<td>1 page</td>
</tr>
<tr>
<td>3. Abstract</td>
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<tr>
<td>1 to 5 pages</td>
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<tr>
<td>Attachment A: Certification of Non-Collusion</td>
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<tr>
<td>Attachment B: Certification of Contingent Fees</td>
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<tr>
<td>Attachment C: Certification of Fair Employment Practices</td>
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<td>Attachment E: DBE Utilization Commitment Form</td>
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<tr>
<td>Attachment F: Disadvantaged Business Enterprise (DBE) Certification</td>
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</tbody>
</table>
SECTION 4: SUBMISSION, EVALUATION, AND SELECTION

Submission
All materials submitted in response to this RFP become the property of the RPCGB upon delivery and are to be appended to any formal documentation which would further define or expand the contractual relationship between the RPCGB and the Proposer.

Inquiries - Respondents may submit written inquiries for interpretation of this RFP to Mike Kaczorowski at: kaz@rpcgb.org Questions made and answered will be summarized in writing for distribution on the RPCGB website (http://rpcgb.org/about/requests-for-proposals-qualifications/). All questions will remain anonymous. Addendums or amendments to this RFP, if required, shall also be posted to the website.

RPCGB staff will not respond to verbal questions or meeting requests regarding this solicitation. Any correspondence related to this RFP should refer to the appropriate RFP title, page, and paragraph.

Verification of Information - RPCGB staff may verify all information submitted as part of a Proposal Package. Submission of information deemed to be inaccurate may result in a determination of non-response and a rejection of the proposal.

Exceptions - Any desired exceptions to the Scope of Services or terms and conditions of this RFP must be included in the proposal and must address the specific page and paragraph of the RFP in which the conflict exists. A Proposer’s preprinted terms and conditions will not be considered as exceptions.

Late Proposals - Late Proposal Packages will not be considered and the Vendor shall be so notified.

Withdrawal of Proposals - A Proposer (or designated representative) may withdraw their proposal at any time prior to the specified due date and time.

Amendment of Proposal – A written request to amend or clarify a proposal, signed by an authorized representative, must be forwarded to the RPCGB with the amendment or clarification.
**Evaluation Criteria**

Response Packages will be reviewed by a committee composed of RPCGB personnel. Each member of the review committee will evaluate each Response Package against the RFP evaluation criteria that is listed below. For each Response Package, the individual criterion will be ranked on a scale of 1 to 10 and multiplied by its weight factor. Criteria scores will be added together for a total score, with a maximum possible score of 100. The Consultant Team that will be selected for hire will be the one receiving the highest average ranking among the selection committee members. The objective of this RFP is to ensure the selection of services is adequate in all respects. Proposals will be evaluated on a weighted average of all evaluation criteria.

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<tr>
<th>WEIGHT FACTOR</th>
<th>CRITERION</th>
<th>STANDARD</th>
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<tr>
<td>6.0</td>
<td>Technical Approach</td>
<td>The Consultant Team demonstrates an understanding of the project scope, approach, and methodology.</td>
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<tr>
<td>3.0</td>
<td>Project Team Qualifications and Experience</td>
<td>The Consultant Team must provide relevant experience for all persons and sub-consultants who will be actively engaged in this project.</td>
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<td>1.0</td>
<td>Disadvantaged / Women Owned Business Enterprise (DBE)</td>
<td>Participation and Points</td>
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Notwithstanding any other provision of this RFP, the RPCGB expressly reserves the right to:

- Waive any immaterial defect or informality
- Reject any or all proposals, or portions thereof
- Reissue a Request for Proposal
- Modify the number and types of data to be collected to meet budgetary limitations
- Cancel the Solicitation
- Contact any Proposer to clarify any response;
- Contact any of a Proposer’s references;
- Solicit information from any available source concerning any aspect of the proposal; and
- Seek and review any other information deemed pertinent to the evaluation process

**Offer and Acceptance Period** - A response to this RFP is an offer to contract with the RPCGB based upon the terms, conditions, scope of services and specifications contained herein. Submitted proposals are deemed an irrevocable offer for ninety (90) days after the date and time of opening.
SECTION 5: MAJOR CONTRACT PROVISIONS

This section is not all-inclusive, but contains major provisions which may affect the development of a proposal.

Payment
Payment will be made in arrears only after submission of proper invoices to the RPCGB. The contract for this project is to be a fixed price type. Billing shall represent work completed prior to the invoice date. The invoice shall identify the description of work performed at the contract rates, and individuals performing the services. Payment of any invoice shall not preclude the RPCGB from making claim for adjustment on any service found not to have been in accordance with the contract.

Taxes
The RPCGB is exempt from Federal Excise Tax, including the Federal Transportation Tax. Exemption certificates will be furnished upon request.

Conflict of Interest
The RPCGB reserves the right to preclude offering a work assignment to a Consultant should a real, apparent, or potential conflict of interest exist as determined by the RPCGB.

Performance Standards
The RPCGB relies upon the Consultant to provide services in accordance with the contract and performance standards established for each work assignment. The Consultant agrees that time is of the essence, and that contractual commitments shall be met.

Cancellation
Failure to perform any or all of the terms, promises and conditions of the contract, including the specifications, may be deemed a substantial breach thereof. Default may be declared at any time if, in the opinion of the RPCGB:

- Consultant fails to adequately perform the services required in the contract;
- Consultant attempts to impose service or workmanship which is of an unacceptable quality; or
- Consultant fails to make progress in the performance of the requirements of the contract, and/or gives the RPCGB a positive indication that the Consultant will not or cannot perform to the requirements of the contract.

After notice of cancellation, the Consultant agrees to perform the requirements of the contract up to and including the date of cancellation, as though no cancellation had been made, and notwithstanding other legal remedies which may be available to the RPCGB because of the cancellation, agrees to indemnify the RPCGB for its cost in procuring the services of a new Consultant.

The RPCGB shall give the Consultant written notice of default. After receipt of such notice, the Consultant shall have five (5) days in which to cure such failure. In the event the Consultant does not cure such failure, the RPCGB may terminate all or any part of the contract without further consideration by so notifying the Consultant in writing.
**Contract Termination**
By written notice, the RPCGB may terminate the contract, in whole or in part, when it is deemed to be in their best interest. If the contract is so terminated, Consultant will be compensated for work performed up to the time of the notification of termination. In no event shall payment for such costs exceed the current contract price.

**Availability of Funds**
If monies are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled and the Consultant will only be reimbursed for the reasonable value of any non-recurring costs borne but not amortized in the price of services delivered under the contract, or which are otherwise not recoverable. The cost of cancellation may be paid from any appropriations available for such purposes.

**Confidentially**
Consultant acknowledges that information disclosed to it concerning governmental operations during performance of a contract is confidential and/or proprietary and shall not be disclosed to third parties without prior written consent of those governments.

Consultant shall establish and maintain procedures and controls for the purpose of assuring that no information in its records or obtained from jurisdictions and governmental entities in carrying out its functions under the contract shall be used or disclosed by it. The RPCGB reserves the right to review such procedures to ensure acceptability. Persons requesting such information should be referred to the RPCGB. All proprietary information and all copies thereof shall be returned to the RPCGB upon completion of the work for which it was obtained or developed.

**Removal of Contract Employees**
Consultant agrees to utilize only experienced, responsible, and capable people in the performance of the work. The RPCGB may require that the Consultant remove employees from the project who endanger persons or property or whose continued employment under this project is inconsistent with the interests of the RPCGB.

**Contract Term**
The term of any resultant contract shall commence on the date of Notice to Proceed, unless terminated, canceled, or extended as otherwise provided herein.

**Contract Extension**
The RPCGB reserves the right to extend the contract period for 31 days beyond the stated expiration date. In addition, by mutual written agreement, any contract may be extended for supplemental periods up to a maximum of 120 days.
**Insurance**

Without limiting its liability, Consultant shall maintain the following insurance during the life of the contract: worker's compensation, comprehensive general liability, automobile liability, and professional liability. Consultant shall provide RPCGB with a standard Certificate of Insurance as evidence of this coverage. The amounts of coverage shall be negotiated as part of the contract, but shall generally be sufficient to protect the RPCGB from liability as a result of this project. Coverage shall not be canceled, reduced, or allowed to lapse without written notice to RPCGB.
SECTION 6: PROTEST PROCEDURES

All protests must be submitted in writing to the RPCGB, who will act as the point of contact. The protest must include all of the following information:

- Protester’s name and address
- Protester’s contact name and telephone number
- A complete statement for each of the areas which the protester disputes
- A complete statement of the grounds for protest
- Full documentation of the Proposer’s claim

Any potential Proposer believing that this RFP contains restrictive specifications or any other improprieties may file a protest with the RPCGB. Such protest shall be received no later than ten (10) business days prior to the proposal due date and time. The RPCGB will respond to the protest within five (5) business days of receipt of the protest. The protester will have five (5) business days to appeal the initial response of the RPCGB. Once an appeal has been received, the RPCGB Executive Director, in consultation with legal counsel, will render a final decision in writing within ten (10) business days.

Responses to protests received before contract award will be given within ten (10) business days of receipt. The protester will have five (5) business days to appeal the initial response. Once an appeal has been received, the RPCGB Executive Director will render his final decision in writing within ten (10) business days.

Protests filed after contract award must be received by the RPCGB within five (5) business days after notification of award. The RPCGB will respond within five (5) business days. The protester will have five (5) business days to appeal the initial response. Once an appeal has been received, the RPCGB Executive Director will render his final decision in writing within ten (10) business days.

If the initial procurement has been acted upon (resolution of contract approval) by the RPCGB, the response of the RPCGB shall be reported to the RPCGB Executive Board. The authorizing party will then issue a decision and authorize the RPCGB to take corrective action, if necessary. In all other cases, the RPCGB Executive Director, in consultation with legal counsel, will make the final decision.
SECTION 7: REQUIRED ATTACHMENTS AND FORMS

The following forms (attached hereto) must be signed by a duly authorized representative and submitted with the proposer’s response. The required forms for Attachments A through E only need to be completed by the prime consultant.

- Attachment A: Certification of Non-Collusion
- Attachment B: Certification of Contingent Fees
- Attachment C: Certification of Fair Employment Practices
- Attachment D: Conflict of Interest Disclosure
- Attachment E: Disadvantaged Business Enterprise (DBE) Utilization
- Attachment F: Disadvantaged Business Enterprise (DBE) Certification
ATTACHMENT A: CERTIFICATION OF NON-COLLUSION

The undersigned, having been fully informed regarding the accuracy of the statements made herein, certifies that:

(1) This proposal was developed and submitted independently and without consultation, communication, collusion, understanding, or agreement with any other Proposer or potential Proposer.

(2) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract.

(3) This proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive application.

(4) _______________________________ (name of firm), its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not, in the last five years, been convicted of or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.

The undersigned attests that he/she is authorized to make this certification on behalf of the Proposer, and its owners, directors, and officers.

____________________________________ __________________________
Name and Title/Position of Signatory Signature

____________________________________ __________________________
Name of Proposer/Firm Date

____________________________________
Business Address
ATTACHMENT B: CERTIFICATION OF CONTINGENT FEES

The Proposer acknowledges that no RPCGB assistance has been paid or will be paid on its behalf to any person(s) for influencing or attempting to influence an officer or employee of the RPCGB, member of the RPCGB Executive Committee, an officer or employee of any RPCGB member jurisdictions, or officer or employee of any MPO member jurisdictions in connection with the award of any RPCGB contract, the making of any RPCGB grant or loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any RPCGB contract, grant, loan, or cooperative agreement.

The undersigned attests that he/she is authorized to make this certification on behalf of the Proposer, and its owners, directors, and officers.

____________________________________
Name and Title/Position of Signatory

____________________________________
Signature

____________________________________
Name of Proposer/Firm

____________________________________
Date

____________________________________
Business Address
ATTACHMENT C: CERTIFICATION OF FAIR EMPLOYMENT PRACTICES

The undersigned states that ____________________________ (Proposer), by its employment policy, standards and practices, does not subscribe to any personnel policy which permits or allows for the promotion, demotion, employment, dismissal, or laying off of any individual due to his/her race, creed, color, national origin, age, sex, religion, or disability.

The undersigned attests that he/she is authorized to make this certification on behalf of the Proposer, and its owners, directors, and officers.

__________________________________________  __________________________
Name and Title/Position of Signatory          Signature

__________________________________________  __________________________
Name of Proposer/Firm                        Date

__________________________________________
Business Address
ATTACHMENT D: CONFLICT OF INTEREST DISCLOSURE

Instructions
The RPCGB, in keeping with the State of Alabama Ethics Law, asks that all persons or firms seeking contracts valued at $50,000 or more complete and submit this form along with their proposal. This requirement also applies to any proposed subcontractors whose portion of the work is valued at $25,000 or more. Failure to comply with this requirement may cause your proposal to be declared non-responsive.

Questions
1. Does your firm have an existing relationship any with employee(s) of the RPCGB, and/or member(s) or officer(s) of the RPCGB Board of Directors or MPO Policy Committee that could be construed as having a conflict of interest (i.e., financial interest), or which would give rise to a conflict if your firm becomes a recipient of a contract with the RPCGB?
   YES □   NO □
   If “yes,” please list the names of employee(s), committee member(s), or officer(s) and the nature of the relationship:
   Name: __________________________________________________________
   Relationship: ____________________________________________________

2. Have you or any member of your firm been an employee of the RPCGB, served as a member of the RPCGB Board of Directors or the MPO Policy Committee within the last 24 months?
   YES □   NO □
   If “yes,” please list name(s), position(s), and dates of service:
   Name: __________________________________________________________
   Position: ________________________________________________________
   Dates of Service: ________________________________________________

3. Are you or any manager(s), partner(s), or officer(s) of your firm related by blood or marriage/domestic partnership to an employee of the RPCGB, RPCGB Board of Directors, or MPO Policy Committee member that is considering your contract proposal?
   YES □   NO □
   If “yes,” please list name and the nature of the relationship:
   Name: __________________________________________________________
   Relationship: ____________________________________________________
4. In the last 24 months, have you or any members of your firm been a business partner of, employed, or about to employ an employee of the RPCGB, RPCGB Board of Directors, or MPO Policy Committee?
   YES □ NO □

   If “yes,” please list name and the nature of the relationship:
   Name: ______________________________________________________
   Relationship: ________________________________________________

5. Have you or any manager(s), partner(s), or officer(s) of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, contribution(s) (including political contributions) or gift(s) to any current employee of the RPCGB, RPCGB Board of Directors, or MPO Policy Committee member?
   YES □ NO □

   If “yes,” please list name, date gift or contribution was given/offered, and dollar value:
   Name: ______________________________________________________
   Date: _______________________________________________________
   Value: ______________________________________________________

The undersigned attests that he/she is authorized to make this certification on behalf of the Proposer, and its owners, directors, and officers.

___________________________________   _______________________________________
Name and Title/Position of Signatory         Signature

___________________________________   _______________________________________
Name of Proposer/Firm                      Date

___________________________________
Business Address
ATTACHMENT E: DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION FORM

<table>
<thead>
<tr>
<th>Name of Prime Contractor:</th>
<th>Project:</th>
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<table>
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<tr>
<th>Name of DBE Contractor:</th>
<th>Address:</th>
<th>Type of Work to be Performed:</th>
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<tr>
<th>Projected Date for Work:</th>
<th>Percentage of Total Proposal:</th>
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<th>Name of DBE Contractor:</th>
<th>Address:</th>
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<th>Percentage of Total Proposal:</th>
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The undersigned will enter into a formal agreement with the above Disadvantaged Business Enterprise(s) for work listed in this schedule, conditioned upon execution of a contract with the Regional Planning Commission of Greater Birmingham.

Authorized Signature __________________________ Date ______________

Title/Position __________________________
ATTACHMENT F: DISADVANTAGED BUSINESS ENTERPRISE (DBE) CERTIFICATION