COST PROPOSAL WORKSHEET
COVER PAGE (GRAND TOTALS OF PRIME + ALL SUBS)
TABLE 1- HOURS AND COSTS BREAKDOWN BY TASKS

	TOTAL HOURS PER TASK	TOTAL COST PER TASK*
TASK 1: Familiarize with Caltrans' insurance	150	$ 8,250
TASK 2: Review, approve, & email approval	4,200	$ 250,000
TASK 3: Issue pre-approval certificates as	300	$26,000
TASK 4: Create a secured file sharing storage	150	$8,250
• Software Cost for 3 years	N/A	$4,500
TASK 5: Establish an Insurance Tracking System	300	$30,750
TASK 6: Monitor and update tracking system or	600	$66,750
TASK 7: Provide insurance related risk management services	300	$55,500
GRAND TOTAL (for this**	**6000 hrs.**	$450,000

TABLE 2- PRIME AND SUBCONTRACTORS TOTAL COSTS:

	Total Cost
PRIME CONTRACTOR TOTAL COSTS	$423,000
SUBCONTRACTOR 1 TOTAL COSTS	$22,500
Software – 3 Years	$4,500
GRAND TOTAL (for this Agreement)**	$450,000

NOTES:

- Total Costs for Tasks in Table 1 shall include Prime Contractor and all Subcontractors costs.
- Grand Total in Table 1 and Table 2 should match.
- Add/Delete subcontractor rows as applicable in Table 2 above.
- For a complete description of Tasks (including subtasks) refer to **Attachment 13**, Proposed Form of Agreement, Exhibit A, Scope of Work.
- Costs shall be based on Caltrans Engineer's Personnel Hours Estimate of 2000 hours per year. Total hours (including Prime and all Subcontractor hours) shall equal 6000 hours.
- The hours indicated in this RFP are estimates only and are provided as a basis for the comparison of bids. No guarantee is made or implied as to the exact quantity of work that will be needed and/ or assigned

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 1 – Thoroughly become familiar with Caltrans' liability insurance and indemnification specifications and the contract administration procedures in the Construction Manual.

(Caltrans Engineer's Personnel Hours Estimate = 50 Hours per Year)

PRIME CONTRACTOR: Bickmore

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Cathy Wells - Project Manager	0@	$185	$0
Lori Rodman- Insurance Compliance Analyst	150@	$55	$8,250
Olivia Raese – Policy Reviewer	0@	$150	$0
Subtotal- HOURS	150		
Subtotal—LABOR COST			**$8,250.00**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 1			**$8,250.00**

NOTES:

1. Labor Rates shall include indirect costs (such as overhead, fringe, and any other items), fee/profit and any other applicable costs to be charged to Caltrans for this Agreement.
2. Travel, Transportation and subsistence costs shall not exceed rates authorized to be paid to non-represented state employees under current CalHR rules.
3. Attach additional Cost Proposal Worksheets in this format for each additional Task.
4. Cost Proposal shall equal the Caltrans Engineer's Estimate of Personnel Hours required for each Task outlined in the Proposed Form of Agreement, **(Attachment 13)** Exhibit A, Scope of Work.

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 2- Review and approve Caltrans' construction contractors' liability insurance documents for compliance with each contract's insurance requirements.

(Caltrans Engineer's Personnel Hours Estimate = 1,400 Hours per Year)

PRIME CONTRACTOR: Bickmore

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Cathy Wells - Project Manager	0@	$185	$0
Lori Rodman- Insurance Compliance Analyst	4,000@	$55	$220,000
Olivia Raese – Policy Reviewer	150@	$150	$22,500
Subtotal- HOURS	4,150		
Subtotal—LABOR COST			**$242,500**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 2			**$242,500**

NOTES:

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4. Cost Proposal shall equal the Caltrans Engineer's Estimate of Personnel Hours required for each Task outlined in the Proposed Form of Agreement, **(Attachment 13)** Exhibit A, Scope of Work.

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 3- Pre-approve contractors' insurance when requested by the Contract Manager in the Office of Construction Compliance and Training (OCCAT) and issue Certificates of Pre-Approved Insurance as instructed at the insurance pre-approval website.

(Caltrans Engineer's Personnel Hours Estimate = 100 Hours per Year)

PRIME CONTRACTOR: Bickmore

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Cathy Wells - Project Manager	0@	$185	$0
Lori Rodman- Insurance Compliance Analyst	200@	$55	$11,000
Olivia Raese – Policy Reviewer	100@	$150	$15,000
Subtotal- HOURS	300		
Subtotal—LABOR COST			**$26,000**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 3			**$26,000**

NOTES:

1. Labor Rates shall include indirect costs (such as overhead, fringe, and any other items), fee/profit and any other applicable costs to be charged to Caltrans for this Agreement.
2. Travel, Transportation and subsistence costs shall not exceed rates authorized to be paid to non-represented state employees under current CalHR rules.
3. Attach additional Cost Proposal Worksheets in this format for each additional Task.
4. Cost Proposal shall equal the Caltrans Engineer's Estimate of Personnel Hours required for each Task outlined in the Proposed Form of Agreement, **(Attachment 13)** Exhibit A, Scope of Work.

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 4- Create a secured and structured file sharing storage with a minimum capacity of 10 GB to hold approximately 600 contractors' liability insurance policy information and documents. On a quarterly basis after June 1, 2016 through the duration of this contract, save the tracking system in Item 5 below, together with all the documents entered into this file sharing storage on a properly labeled flash drive or other external storage device acceptable to the Contract Manager. Submit the flash drive or other external storage device used to the Contract Manager no more than 10 working days from the end of each quarter.

(Caltrans Engineer's Personnel Hours Estimate = 50 Hours per Year)

PRIME CONTRACTOR: Bickmore

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Cathy Wells - Project Manager	0@	$185	$0
Lori Rodman- Insurance Compliance Analyst	150@	$55	$8,250
Olivia Raese – Policy Reviewer	0@	$150	$0
Subtotal- HOURS	150		
Subtotal—LABOR COST			**$8,250.00**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Software – 3 Year@$1,500/yr.			$4,500
Subtotal—DIRECT COSTS			**$4,500**
PRIME CONTRACTOR—TOTAL COST FOR TASK 4			**$12,750**

NOTES:

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3. Attach additional Cost Proposal Worksheets in this format for each additional Task.
4. Cost Proposal shall equal the Caltrans Engineer's Estimate of Personnel Hours required for each Task outlined in the Proposed Form of Agreement, **(Attachment 13)** Exhibit A, Scope of Work.

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 5 - Establish an insurance tracking system or database using the most current version of any of the following programs: Excel, Work, Access, Filemaker Pro, or propose other database or insurance tracking system for the Contract Manager's approval prior to development of the tracking system. Embed the tracking system or database with notification triggers that inform users of important dates in the tracking process, and with hyperlinks to the secured file sharing storage created in Task 4 above.

(Caltrans Engineer's Personnel Hours Estimate = 100 Hours per Year)

PRIME CONTRACTOR: Bickmore

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Cathy Wells - Project Manager	0@	$185	$0
Lori Rodman- Insurance Compliance Analyst	150@	$55	$8,250
Olivia Raese – Policy Reviewer	100@	$150	$15,000
Subtotal- HOURS	250		
Subtotal—LABOR COST			**$23,250**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 5			**$23,250**

NOTES:

1. Labor Rates shall include indirect costs (such as overhead, fringe, and any other items), fee/profit and any other applicable costs to be charged to Caltrans for this Agreement.
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3. Attach additional Cost Proposal Worksheets in this format for each additional Task.
4. Cost Proposal shall equal the Caltrans Engineer's Estimate of Personnel Hours required for each Task outlined in the Proposed Form of Agreement, **(Attachment 13)** Exhibit A, Scope of Work.

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 7 - When requested by the Contract Manager, provide other insurance risk management consulting services to Caltrans relating to the construction of California highways and highway facilities. If the consultant comes across a relevant and significant liability insurance issue, legislation or court decision, the consultant should bring it to the attention of the contract manager is a very brief and concise manner.

(Caltrans Engineer's Personnel Hours Estimate = 100 Hours per Year)

PRIME CONTRACTOR: Bickmore

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Cathy Wells - Project Manager	300@	$185	$55,500
Lori Rodman- Insurance Compliance Analyst	0@	$55	$0
Olivia Raese – Policy Reviewer	0@	$150	$0
Subtotal- HOURS	300		
Subtotal—LABOR COST			**$55,500**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 7			**$55,500**

NOTES:

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ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 1 – Thoroughly become familiar with Caltrans' liability insurance and indemnification specifications and the contract administration procedures in the Construction Manual.

(Caltrans Engineer's Personnel Hours Estimate = 50 Hours per Year)

PRIME CONTRACTOR: Chuck Feeney

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Chuck Feeney – Principal Policy Reviewer	0@	$0	$0
Subtotal- HOURS	0		
Subtotal—LABOR COST			**$0**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 1			**$0**

NOTES:

1. Labor Rates shall include indirect costs (such as overhead, fringe, and any other items), fee/profit and any other applicable costs to be charged to Caltrans for this Agreement.
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3. Attach additional Cost Proposal Worksheets in this format for each additional Task.
4. Cost Proposal shall equal the Caltrans Engineer's Estimate of Personnel Hours required for each Task outlined in the Proposed Form of Agreement, **(Attachment 13)** Exhibit A, Scope of Work.

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 2- Review and approve Caltrans' construction contractors' liability insurance documents for compliance with each contract's insurance requirements.

(Caltrans Engineer's Personnel Hours Estimate = 1,400 Hours per Year)

PRIME CONTRACTOR: Chuck Feeney

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Chuck Feeney – Principal Policy Reviewer	50@	$150	$7,500
Subtotal- HOURS	50		
Subtotal—LABOR COST			**$7,500**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 2			**$7,500**

NOTES:

1. Labor Rates shall include indirect costs (such as overhead, fringe, and any other items), fee/profit and any other applicable costs to be charged to Caltrans for this Agreement.
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4. Cost Proposal shall equal the Caltrans Engineer's Estimate of Personnel Hours required for each Task outlined in the Proposed Form of Agreement, **(Attachment 13)** Exhibit A, Scope of Work.

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 3- Pre-approve contractors' insurance when requested by the Contract Manager in the Office of Construction Compliance and Training (OCCAT) and issue Certificates of Pre-Approved Insurance as instructed at the insurance pre-approval website.

(Caltrans Engineer's Personnel Hours Estimate = 100 Hours per Year)

PRIME CONTRACTOR: Chuck Feeney

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Chuck Feeney – Principal Policy Reviewer	0@	$0	$0
Subtotal- HOURS	0		
Subtotal—LABOR COST			**$0**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 3			**$0**

NOTES:

4. Labor Rates shall include indirect costs (such as overhead, fringe, and any other items), fee/profit and any other applicable costs to be charged to Caltrans for this Agreement.
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3. Attach additional Cost Proposal Worksheets in this format for each additional Task.
4. Cost Proposal shall equal the Caltrans Engineer's Estimate of Personnel Hours required for each Task outlined in the Proposed Form of Agreement, **(Attachment 13)** Exhibit A, Scope of Work.

ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 6 - Monitor the contractors' insurance information in the tracking system or spreadsheet from Item 5 above to ensure compliance with the enforcement provisions of the contract.

(Caltrans Engineer's Personnel Hours Estimate = 200 Hours per Year)

PRIME CONTRACTOR: Bickmore

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Cathy Wells - Project Manager	150@	$185	$27,750
Lori Rodman- Insurance Compliance Analyst	300@	$55	$16,500
Olivia Raese – Policy Reviewer	100@	$150	$15,000
Subtotal- HOURS	550		
Subtotal—LABOR COST			**$59,250**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			$0
PRIME CONTRACTOR—TOTAL COST FOR TASK 6			**$59,250**

NOTES:

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3. Attach additional Cost Proposal Worksheets in this format for each additional Task.
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ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 4 - Create a secured and structured file sharing storage with a minimum capacity of 10 GB to hold approximately 600 contractors' liability insurance policy information and documents. On a quarterly basis after June 1, 2016 through the duration of this contract, save the tracking system in Item 5 below, together with all the documents entered into this file sharing storage on a properly labeled flash drive or other external storage device acceptable to the Contract Manager. Submit the flash drive or other external storage device used to the Contract Manager no more than 10 working days from the end of each quarter.

(Caltrans Engineer's Personnel Hours Estimate = 50 Hours per Year)

PRIME CONTRACTOR: Chuck Feeney

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Chuck Feeney – Principal Policy Reviewer	0@	$0	$0
Subtotal- HOURS	0		
Subtotal—LABOR COST			**$0**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 4			**$0**

NOTES:

4. Labor Rates shall include indirect costs (such as overhead, fringe, and any other items), fee/profit and any other applicable costs to be charged to Caltrans for this Agreement.
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ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 5 – Establish an insurance tracking system or database using the most current version of any of the following programs: Excel, Work, Access, Filemaker Pro, or propose other database or insurance tracking system for the Contract Manager's approval prior to development of the tracking system. Embed the tracking system or database with notification triggers that inform users of important dates in the tracking process, and with hyperlinks to the secured file sharing storage created in Task 4 above.

(Caltrans Engineer's Personnel Hours Estimate = 100 Hours per Year)

PRIME CONTRACTOR: Chuck Feeney

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Chuck Feeney – Principal Policy Reviewer	50@	$150	$7,500
Subtotal- HOURS	50		
Subtotal—LABOR COST			**$7,500**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 5			**$7,500**

NOTES:

4. Labor Rates shall include indirect costs (such as overhead, fringe, and any other items), fee/profit and any other applicable costs to be charged to Caltrans for this Agreement.
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ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 6 – Monitor the contractors' insurance information in the tracking system or spreadsheet from Item 5 above to ensure compliance with the enforcement provisions of the contract.

(Caltrans Engineer's Personnel Hours Estimate = 200 Hours per Year)

PRIME CONTRACTOR: Chuck Feeney

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Chuck Feeney – Principal Policy Reviewer	50@	$150	$7,500
Subtotal- HOURS	50		
Subtotal—LABOR COST			**$7,500**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 6			**$7,500**

NOTES:

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ATTACHMENT 1
COST PROPOSAL WORKSHEET

TASK 7 - When requested by the Contract Manager, provide other insurance risk management consulting services to Caltrans relating to the construction of California highways and highway facilities. If the consultant comes across a relevant and significant liability insurance issue, legislation or court decision, the consultant should bring it to the attention of the contract manager is a very brief and concise manner.

(Caltrans Engineer's Personnel Hours Estimate = 100 Hours per Year)

PRIME CONTRACTOR: Chuck Feeney

LABOR COST			
List Names and Titles That Apply	**HOURS**	**RATE***	**TOTAL**
Chuck Feeney – Principal Policy Reviewer	0@	$0	$0
Subtotal- HOURS	0		
Subtotal—LABOR COST			**$0**
DIRECT COSTS (Except Labor)			
Travel** (itemize)			$0
Equipment (itemize)			$0
Supplies (itemize)			$0
Other Direct Costs (itemize)			$0
Subtotal—DIRECT COSTS			**$0**
PRIME CONTRACTOR—TOTAL COST FOR TASK 7			**$0**

NOTES:

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2. Travel, Transportation and subsistence costs shall not exceed rates authorized to be paid to non-represented state employees under current CalHR rules.
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ATTACHMENT 3

PROPOSAL/PROPOSER CERTIFICATION SHEET

Only an individual who is authorized to bind the proposing firm contractually shall sign the Proposal/Proposer Certification Sheet. The signature must indicate the title or position that the individual holds in the firm. This Proposal/Proposer Certification Sheet must be signed and returned along with all "required attachments" as an entire package with original signatures. The proposal must be transmitted in a sealed envelope in accordance with RFP instructions.

A. Our all-inclusive proposal is submitted in a sealed envelope marked "**Cost Proposal - Do Not Open**".

B. All required attachments are included with this certification sheet.

C. I have read and understand the DVBE participation requirements and have included documentation demonstrating that I have met the participation goals.

D. The signature affixed hereon and dated certifies compliance with all the requirements of this proposal document. The signature below authorizes the verification of this certification.

E. The signature and date affixed hereon certifies that this proposal is a firm offer for a 90-day period.

An Unsigned Proposal/Proposer Certification Sheet May Be Cause for Proposal Rejection

1. Company Name Bickmore	2. Telephone Number (809).541.4591	2a. Fax Number (855).242.8919
3. Address 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833		
Indicate your organization type: 4. ☐ Sole Proprietorship	5. ☐ Partnership	6. ☒ Corporation
Indicate the applicable employee and/or corporation number: 7. Federal Employee ID No. (FEIN) 68-0114143	8. California Corporation No. C1541601	
Indicate applicable license and/or certification information: 9. Contractor's State Licensing Board Number N/A	10. PUC License Number CAL-T- N/A	11. Required
12. Proposer's Name (Print) Jeffrey C. Grubbs	13. Title Senior Vice President, COO/CFO	
14. **Signature**	15. Date April 6, 2016	

16. Are you certified with the Department of General Services, Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) as:

a. Small Business Enterprise Yes ☐ No ☒
If yes, enter certification number: _____

b. Disabled Veteran Business Enterprise Yes ☐ No ☒
If yes, enter your service code below: _____

NOTE: A copy of your Certification is required to be included if either of the above items is checked **"Yes"**.

Date application was submitted to OSDS, if an application is pending: _____

17. Are you a Non-Small Business committing to the use of 25% Certified Small Business Subcontractor Participation?
Yes ☐ No ☒

If Yes, complete and return the Bidder Declaration form, GSPD-05-105 with your proposal.

BIDDER DECLARATION

1. Prime bidder information **(Review attached Bidder Declaration Instructions prior to completion of this form)**:

a. Identify current California certification(s) **(MB, SB, NVSA, DVBE):** _____ **or None** ☑ (If "None", go to Item #2)

b. Will subcontractors be used for this contract? **Yes** ☐ **No** ☐ (If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

c. If you are a California certified DVBE: (1) Are you a broker or agent? **Yes** ☐ **No** ☐
(2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? **Yes** ☐ **No** ☐ **N/A** ☐

2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):

Subcontractor Name, Contact Person, Phone Number & Fax Number	Subcontractor Address & Email Address	CA Certification (MB, SB, NVSA, DVBE or None)	Work performed or goods provided for this contract	Corresponding % of bid price	Good Standing?	51% Rental?
Chuck Feeney 888.883.8086 ext. 5	26 Deer Creek Irvine, CA 92604 chuck@rra-risk.com	None	Technical Sub-Consultant to Bickmore staff.	5%	☑	☐
					☐	☐
					☐	

CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information provided is true and correct.