



## **REQUEST FOR QUALIFICATIONS #2020-02** **Union County Critical Intersection Analysis Design** **and Cost Estimate Project**

**Due Date:** October 4, 2019

**Time:** 2:00 PM, EST

**Submittal Location:** Union County Government Center  
Administrative Services  
Procurement Division, Suite #709  
500 North Main Street  
Monroe, NC 28112

**Pre-submittal Meeting:** A Pre-Submittal meeting will be held on September 19, 2019 at 11:00am EST at the Union County Government Center, 500 North Main Street, Room# 324, Monroe, NC 28112. Attendance at the pre-proposal meeting is encouraged.

### **Procurement Contact Person**

Name: Cheryl Wright, CPPO, CLGPO

Title: Director, Procurement

E-mail: [Cheryl.wright@unioncountync.gov](mailto:Cheryl.wright@unioncountync.gov)

Telephone: 704-283-3563

## **Public Notice of Advertisement**

Union County, North Carolina  
Is Soliciting Statements of Qualifications for  
RFQ # 2020-02

### **Union County Critical Intersection Analysis Design and Cost Estimate Project**

Sealed SOQ's, so marked, will be received by mail or hand delivery to Union County's Procurement Department until **2:00 PM** (local time) on **October 4, 2019** at the Union County Government Center, Administrative Services, Procurement Department, and 500 North Main Street, Suite #709, Monroe, NC 28112.

The scope of work in this project includes developing conceptual designs and cost estimates for six (6) intersections throughout Union County. These intersections were identified in 2019 through a partnership between the county, municipalities, and NCDOT. These intersections have a combination of safety and congestion issues that require physical modifications to the existing roadways. This project will involve a traffic engineering and safety analysis of each intersection to develop up to two designs per location. Refer to the RFQ document for more additional information. This is a Request for Qualification (RFQ). Responding firms are not required to submit price information nor work product with submittal packages.

Union County (UC) reserves the right to reject any or all submittals, to waive technicalities and to make such selection deemed in its best interest. With limited response, Union County reserves the right to extend the solicitation opening date as appropriate in order to assure a competitive procurement process. Union County encourages good faith effort outreach as described in UC MBE and Small Business Outreach Plan.

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## 1. SUBMITTAL DEADLINE AND ADDENDUM INFORMATION

In accordance with Union County (the County) guidelines, submittals for the services specified will be received by Union County, Procurement Department **by 2:00pm EST, on October 4, 2019**, at the specified location listed below. Submittals received by the correct time shall be considered. Submittals received after the due date and time will not be considered.

**Mail or hand-deliver submission packets to:**

Union County Government Center  
Administrative Services, Procurement Division  
500 North Main Street, Suite #709  
Monroe, NC 28112

**Attention:** Cheryl Wright, Director Procurement

Submit **one (1) original and five (5) copies**, in printed form and on a non-returnable flash drive or CD. Submittals must be submitted in a sealed envelope/box labeled **RFQ 2020-02, Union County Critical Intersection Analysis Design and Cost Estimate Project** along with the submitter's name and address clearly indicated on the envelope. Instructions for preparing the Statement of Qualifications (SOQs) are provided herein.

**Electronic (email) or facsimile submissions will not be accepted.**

**Pre-submittal Meeting:** A Pre-Submittal meeting will be held on September 19, 2019 at 11:00am EST at the Union County Government Center, 500 North Main Street, Room #324, Monroe, NC 28112. Attendance at the pre-proposal meeting is encouraged.

**Deadline for Questions:** September 20, 2019, 5:00 pm, EST.

Submit all questions regarding this Request for Qualifications (RFQ) to Cheryl Wright at [Cheryl.wright@unioncountync.gov](mailto:Cheryl.wright@unioncountync.gov) no later than the due date listed above.

### **Addendum**

Union County may modify the RFQ prior to the date fixed for submission of submittals by issuance of an addendum.

Selection criteria are outlined in this document. Union County reserves the right to reject any or all submittals, to waive technicalities and to make such selection deemed in its best interest. With limited response, Union County reserves the right to extend the solicitation opening date as appropriate in order to assure a competitive procurement process.

## 2. PURPOSE AND SCOPE

Pursuant to G.S. 143-64.31, the Union County Planning Division, hereby requests qualified consultants to submit qualifications for the Critical Intersection Analysis Traffic Engineering and Cost Estimation Project. The project is needed in order to develop locally-supported and effective designs, as well as cost estimates to submit for funding solicitations, for six intersections in Union County.

### Scope of Services

**Project Overview:** Union County, NC, is requesting proposals from qualified consulting firms or teams to develop up to two (2) conceptual designs and cost estimates for six (6) intersections throughout Union County. The intersections are:

1. NC 75 and Old Providence in Waxhaw
2. NC 75 and NC 16 in Waxhaw
3. Southerland and Walkup in Monroe
4. Lawyers and Stevens Mill in Stallings
5. Potter and Forest Lawn in Weddington
6. NC 200 and Old Camden in Unionville

Union County reserves the right to replace an intersection with another from the Critical Intersection Analysis intersections if one of the six is funded before work begins on this project. These intersections were identified in 2019 through a partnership between the county, municipalities, and NCDOT. These intersections have a combination of safety and congestion issues that require physical modifications to the existing roadways. This project will involve a traffic engineering and safety analysis of each intersection to develop up to two designs per location. A cost estimate will also be developed for each design, including sufficient detail to break out 100% designs, ROW, utilities, permitting, administration, and construction. The locally-preferred individual intersections and designs and cost estimates will be used for grant applications through the Charlotte Regional Transportation Planning Organization (CRTPO) and NCDOT.

**CIA Oversight:** Union County will serve as the client for contractual purposes. Union County and participating municipalities, as well as the CRTPO and NCDOT, shall form an advisory committee to evaluate the designs and cost estimates in order to agree on a preferred design. The Union County Planning Department will serve as the facilitator for the overall process, although the participating members shall have equal input on project decisions.

**Data Collection:** The Consultant will conduct traffic peak hour (AM and PM) counts for the intersection locations as well as request 5-year crash data from NCDOT, if such information is not already available.

**Concept Designs:** The Consultant will conduct a traffic operation analysis (using SYNCHRO or SIDRA software, as appropriate) to identify LOS, V/C ratios, emissions (PM and NOX), and safety and delay benefits for recommended improvements at each location. The Consultant will conduct a safety analysis of crashes to identify frequency, type and causal factors for each location. A technical memorandum will be developed to summarize the operational and safety analysis for each design.

The Consultant will develop two sketch level design concepts for each intersection. The advisory committee will provide direction to the Consultant for priorities in design concepts and feedback on designs. Recommendations for each intersection will have its own mapping developed to describe geometric, pavement/signing, and other recommendations for improving traffic and safety conditions.

The end product for each intersection will be a scaled map and short write up of the proposed improvements, which are at a sketch level identifying likely right-of-way, utility, and environmental impacts on implementation and cost. Each preferred design per intersection will be represented by an approximate 15% design level of detail. Design elements will highlight horizontal features including proposed laneage; access management; cross-access and connectivity; modal provisions; and streetscape and intersection treatments. Cost estimates will incorporate guidance from CRTPO through their locally-administered projects application process.

**Stakeholder Outreach and Coordination:** The Union County Planning Department will organize and coordinate kickoff and advisory committee activities, as well as public outreach sessions. The consultant will attend one client kickoff meeting, up to six advisory committee meetings, and two public outreach sessions throughout the course of the study. The kickoff meeting will be scheduled at the outset of the project with the client to discuss project schedule, scope, stakeholder outreach and deliverables. The six advisory committee meetings will be conducted to evaluate intersection issues, design alternatives, and site constraints. Two public outreach sessions will be conducted. These sessions shall be identical and serve to present designs to the public early enough in the process to allow for revisions based on feedback. Union County will coordinate and advertise the sessions, with the Consultant responsible for developing meeting materials and having staff present at each meeting.

**CIA Workbook:** The Consultant will develop a Study Workbook to summarize the purpose, process, traffic/safety analysis, findings and recommendations (Approved Designs) for the intersections. This document will be descriptive, graphically-friendly and easy to read for NCDOT/Union County/municipal staff, the development community as well as for the general public. Cost estimates for design, construction as well as right-of-way impacts will be included in the documentation.

**Project Schedule:** Union County, its municipalities, and the NCDOT intend to use the results of this process to guide funding applications for projects. From notice to proceed, the draft report should be ready for presentation to the relevant governing boards within eight months. The time necessary to complete the adoption process shall not be the responsibility of the consultant to schedule in the overall process, but is conservatively estimated at two months. Final report preparation and administrative closeout shall be concurrent with the adoption process, for a total schedule of 10 months.

**Adoption Process:** The study recommendations will be presented to the governing boards of Union County and participating municipalities for approval of project recommendations within their areas of responsibility. The consultant will be available to present at up to four (4) meetings. The NCDOT Division 10 representative will provide feedback and consider acceptance of the study recommendations.

**Consultant Selection Process:** Union County's selection team will review the proposals submitted and may select up to three firms for interviews based on an evaluation of written materials and reference checks. In addition, items that the selection team will consider in their determination will include:

- Creativity and approach to project
- Key staff assigned to project
  - Related experience
  - % of time key personnel are dedicated to project
- Understanding of project and area
- Approach to collaboration with municipalities and NCDOT
- Experience with designing intersection-scale projects
- Timeline

NOTE: This is a Request for Qualification (RFQ). Responding firms are not required to submit project specific scope information nor price. Do not submit price information nor work product with your submittal package. Each submittal package will be reviewed based on qualification criteria listed in this RFQ. In accordance with NC G.S. 143-64.31, the county will negotiate a contract with the best qualified firm based on the Scope of Work listed in this RFQ.

### 3. RFQ SUBMITTAL REQUIREMENTS

SOQs should be submitted spiral bound and tabbed for each section outlined below. The total length of the proposal, including cover letter, should be no more than 25 single-sided pages. Font size should be no smaller than Arial Narrow 11pt. Key personnel resumes may also be provided as an appendix to the document and will not count against the page limit. Covers and tabs do not count against the page limit.

Please provide the following information in the sequence of the following major headings described below.

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#### TAB 1 - COVER LETTER

The cover letter shall briefly introduce your firm, principal in charge, and area(s) of experience in which your firm is seeking consideration. Also include the following;

- Expression of firm’s interest in the work;
- Statement of whether firm is on register with the Secretary of State;
- Prequalification with the NCDOT for relevant discipline codes.
- Statement regarding firm’s possible conflict(s) of interest for the work.
- Provide contact information for any follow-up questions regarding the SOQ.

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#### TAB 2 – EXPERIENCE

Provide a representative summary of the following,

- Experience with developing conceptual designs and cost estimates for intersection and similar projects).
- Experience working with NCDOT
- Experience with visualization and community meetings

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### TAB 3 - PROJECT STAFF

Provide a detailed organization chart that presents an adequately staffed the team to be dedicated to this project. This should include the project manager, architects, engineers, and other supporting staff to be used in completion of the work. Information to be included in this section shall include:

- Professional, relevant qualifications for up to five (5) projects, including the projects listed under the “History of Similar Projects” section of the response, the individual(s) had a significant role.
- Office location and number of year’s employee has worked with their current firm.
- Available time (in percent) that each team member may commit to this project.
- Current work load and municipal projects awarded.

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### TAB 4 - PROJECT MANAGEMENT AND QUALITY CONTROL

Provide a brief description of the QA/QC checklist, systems and methods employed by the firm to effectively manage projects including a discussion of: goal setting, managing client expectations, communications, quality control, and managing schedules and costs within prescribed constraints.

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### TAB – 5 PROJECT APPROACH AND METHODOLOGY

Discuss your firms approach to the following:

- Firm’s general approach with preparing intersection design and cost estimation studies.
- Firm’s basic approach with accessing all elements of information associated with a intersection analysis study.
- “Why should Union County select your firm for these services?”

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### TAB 6 - HISTORY OF SIMILAR PROJECTS

Provide a minimum of five (5) corridor and/or roadway planning projects similar in scope that your firm has completed in the past five (5) years. Provide the following information for each project:

- Owner’s name
- Owner’s contact person name, address, telephone number, and email address
- Title and Description of the project
- Date of project and in what capacity firm worked.



TAB - 7 ATTACHMENT A -SIGNATURE PAGE

This form must be signed by an authorized representative who has ability to sign contracts for the organization.

**4. SELECTION PROCESS**

4.1 Maintaining the integrity of the RFQ process is of paramount importance for the County. To this end, do not contact any member of the Union County Board of Commissioners or any member of the Union County staff regarding the subject matter of this RFQ until a selection is made, other than the County’s designated contact person identified in the introduction to this RFQ. Failure to abide by this requirement may be grounds for disqualification from this selection process.

- a) The Owner will establish an RFQ Evaluation Team to review and evaluate the SOQs. The RFQ Evaluation Team will evaluate the SOQs independently in accordance with the published evaluation criteria. Union County reserves the right to conduct interviews with a shortlist of selected respondents.
- b) At its sole discretion, the Owner may ask written questions of Offerors, seek written clarification, and conduct discussions with Offerors on the SOQs.
- c) At the Owner’s discretion, it will initiate negotiations with the Preferred Offeror. The “Preferred Offeror” is the Offeror that the Owner determines achieves the apparent best overall ranking. If the Owner is unable to execute a contract with the Preferred Offeror, negotiations with the Preferred Offeror may be terminated, and provided that such negotiations are terminated in writing, the Owner may proceed to negotiate with the next Preferred Offeror. The Owner will continue in accordance with this procedure until a contract agreement is reached or the selection process is terminated. Negotiations are at the Owner’s sole discretion.

4.2 Evaluation of Offerors

- a) In the evaluation and scoring/ranking of Offerors, the Owner will consider the information submitted in the SOQ as well as the meetings with the respect to the evaluation criteria set forth in the RFQ.

The initial evaluation criteria/factors and relative weights listed below will be used to recommend selection of the Proposed Offeror or for the purpose of selecting Short-Listed Offerors. The County may choose to award without engaging in interview discussions.

SOQ	Criteria	Weight
	<u>Experience</u> Firm's experience, knowledge, familiarity and past performance with projects of similar scope and size, with emphasis on innovative solutions that have been accepted by the NCDOT.	25%

	<u>Project Staff</u> The experience of the firm's proposed staff to perform the type of work required within the previous five years.	25%
	<u>Project Approach &amp; Methodology</u> The firm's understanding of the project specific issues and their responsibility in delivering services for the advertised project.	25%
	<u>Project Management &amp; Quality</u> Firm's ability to meet this requirement and established schedules and budgets.	25%

After identification of Short-Listed Offerors, the Owner may or may not decide to invite Short-Listed firms to interviews. If interviews are scheduled with the Short-Listed Offerors, previous evaluation and score/rankings are not carried forward. For the purpose of selecting a Preferred Offeror, the evaluation criteria will be given the following relative weights.

<b>Interviews</b>	<b>Criteria</b>	<b>Weight</b>
	-Experience -Project Staff and availability of resources. -Project Approach and Project Management	70%
	Quality and Relevance of Interview as it relates to the scope of the RFQ	30%

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## 5. GENERAL CONDITIONS AND REQUIREMENTS

### TERM OF CONTRACT

One (1) year with two (2) one year renewal options pending annual budget appropriation.

### E-VERIFY

E-Verify is the federal program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program, used to verify the work authorization of newly hired employees pursuant to federal law. Contractor shall ensure that Contractor and any Subcontractor performing work under this contract: (i) uses E-Verify if required to do so; and (ii) otherwise complies with applicable law.

### MINORITY AND SMALL BUSINESS PARTICIPATION OUTREACH PLAN – GOOD FAITH EFFORT

Minority Businesses (MBEs), Women Businesses (WBEs), Disadvantaged Business Enterprises (DBEs) and other small businesses shall have the opportunity to compete fairly in contracts financed in whole or in part with public funds. Design professionals are covered by the Participation and Outreach Plan and will be required to comply with the provisions of Union County's Guidelines and Outreach Plan. Consistent with this policy, Union County will not allow any person or business to be excluded from participation in, denied the benefits of, or otherwise is discriminated against in connection with the award and performance of any contract because of sex, race, religion, or national origin. Review Union County's Minority and Small Business Guidelines and Outreach Plan which can be found [here](#).

### EQUAL EMPLOYMENT OPPORTUNITY

All Firms will be required to follow Federal Equal Employment Opportunity (EEO) policies. Union County will affirmatively assure that on any project constructed pursuant to this advertisement, equal employment opportunity will be offered to all persons without regard to race, color, creed, religion, national origin, sex, and marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age. All submittals submitted in response to this request shall become the property of Union County and as such, may be subject to public review. All payroll taxes, liability and worker's compensation are the sole responsibility of the Proposer. The Proposer understands that an employer/employee relationship does not exist under this contract.

## 6. INSURANCE

One or more of the following insurance limits may be required if it is applicable to the project.

At Contractor's sole expense, Contractor shall procure and maintain the following minimum insurances with insurers authorized to do business in North Carolina and rated A-VII or better by A.M. Best.

- A. **WORKERS' COMPENSATION**  
Statutory limits covering all employees, including Employer's Liability with limits of:
- |           |                         |
|-----------|-------------------------|
| \$500,000 | Each Accident           |
| \$500,000 | Disease - Each Employee |
| \$500,000 | Disease - Policy Limit  |
- B. **COMMERCIAL GENERAL LIABILITY**  
Covering Ongoing and Completed Operations involved in this Agreement.
- |             |   |
|-------------|---|
| \$2,000,000 | General Aggregate                       |
| \$2,000,000 | Products/Completed Operations Aggregate |
| \$1,000,000 | Each Occurrence                         |
| \$1,000,000 | Personal and Advertising Injury Limit   |
| \$5,000     | Medical Expense Limit                   |
- C. **COMMERCIAL AUTOMOBILE LIABILITY**
- |             |                                  |
|-------------|----------------------------------|
| \$1,000,000 | Combined Single Limit - Any Auto |
|-------------|----------------------------------|
- D. **PROFESSIONAL LIABILITY**
- |             |             |
|-------------|-------------|
| \$1,000,000 | Claims Made |
|-------------|-------------|
- Contractor shall provide evidence of continuation or renewal of Professional Liability Insurance for a period of two (2) years following termination of the Agreement.
- E. **POLLUTION LIABILITY INSURANCE**
- |             |             |
|-------------|-------------|
| \$1,000,000 | Claims Made |
|-------------|-------------|
- Contractor shall provide evidence of continuation or renewal of Pollution Liability Insurance for a period of two (2) years following termination of the Agreement.
- F. **NETWORK SECURITY & PRIVACY LIABILITY (CYBER)**

\$1,000,000 Claims Made

Contractor shall provide evidence of continuation or renewal of Technology Errors & Omissions Insurance for a period of two (2) years following termination of the Agreement.

- G. ABUSE AND MOLESTATION INSURANCE  
\$300,000 Per Claim  
\$300,000 Aggregate Limit
- H. Builder's Risk  
Amount of Contract

#### **ADDITIONAL INSURANCE REQUIREMENTS**

- A. The Contractor's General Liability policy shall be endorsed, specifically or generally, to include the following as Additional Insured:

**UNION COUNTY, ITS OFFICERS, AGENTS AND EMPLOYEES ARE INCLUDED AS ADDITIONAL INSURED WITH RESPECTS TO THE GENERAL LIABILITY INSURANCE POLICY.**

Additional Insured status for Completed Operations shall extend for a period of not less than three (3) years from the date of final payment.

- B. Before commencement of any work or event, Contractor shall provide a Certificate of Insurance in satisfactory form as evidence of the insurances required above.
- C. Contractor shall have no right of recovery or subrogation against Union County (including its officers, agents and employees).
- D. It is the intention of the parties that the insurance policies afforded by contractor shall protect both parties and be primary and non-contributory coverage for any and all losses covered by the above-described insurance.
- E. Union County shall have no liability with respect to Contractor's personal property whether insured or not insured. Any deductible or self-insured retention is the sole responsibility of Contractor.
- F. Notwithstanding the notification requirements of the Insurer, Contractor hereby agrees to notify County's Risk Manager at 500 N. Main Street # 130, Monroe, NC 28112, within two (2) days of the cancellation or substantive change of any insurance policy set out herein. Union, in its sole discretion, may deem failure to provide such notice as a breach of this Agreement.

G. The Certificate of Insurance should note in the Description of Operations the following:

Department: \_\_\_\_\_  
Contract #: \_\_\_\_\_

H. Insurance procured by Contractor shall not reduce nor limit Contractor's contractual obligation to indemnify, save harmless and defend Union County for claims made or suits brought which result from or are in connection with the performance of this Agreement.

I. Certificate Holder shall be listed as follows:

Union County  
Attention: Keith A. Richards, Risk Manager  
500 N. Main Street, Suite #130  
Monroe, NC 28112

J. If Contractor is authorized to assign or subcontract any of its rights or duties hereunder and in fact does so, Contractor shall ensure that the assignee or subcontractor satisfies all requirements of this Agreement, including, but not limited to, maintenance of the required insurances coverage and provision of certificate(s) of insurance and additional insured endorsement(s), in proper form prior to commencement of services.

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## **7. INDEMNIFICATION**

The Firm agrees to protect, defend, indemnify and hold Union County, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of this Agreement and/or the performance hereof that are due, in whole or in part, to the negligence of the Firm, its officers, employees, subcontractors or agents. The Firm further agrees to investigate, handle, respond to, provide defense for, and defend the same at its sole expense and agrees to bear all other costs and expenses related thereto. In addition, the Firm shall defend, indemnify, and hold Union County harmless from and against any and all losses, damages, expenses and liabilities suffered by Union County or to which Union County becomes subject, resulting from, arising out of or relating to any claim of copyright or infringement occurring in connection with or in any way incidental to or arising out of the occupancy, use, service, operations or performance of work under this Request.

## **8. SCHEDULE**

It is anticipated that the review of qualifications will be completed by October 30, 2019. Interviews may or may not be conducted after that time. All firms submitting an RFQ will be notified of the results of the selection process.

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# **Attachment A – Signature Form**

**RFQ# 2020-02**

## **Union County Critical Intersection Analysis Design and Cost Estimate Project**

**Qualification Package Submitted by:**

<b>Company Full Legal Name:</b>	
<b>Contact Person for RFQ Process:</b>	
<b>Address:</b>	
<b>City/State/Zip</b>	
<b>Telephone Number:</b>	
<b>Fax Number:</b>	
<b>Email Address:</b>	
<p>Submission of a response to this RFQ constitutes certification that the Firm and all proposed team members are not currently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Project by any State or Federal department or agency. Submission is also agreement that the County will be notified of any change in this status.</p> <p>The information contained in this Statement of Qualifications package, including its forms and other documents, delivered or to be delivered to the County, are true, accurate, and complete. This Statement of Qualifications package includes all information necessary to ensure that the statements therein do not in whole or in part mislead the County as to any material facts.</p>	
<b>Represented and Warranted by (Signature):</b>	
<b>Printed Name and Title:</b>	
<b>Date Signed:</b>	



**Addendum and Non-Collusion Affidavit**

**RFQ # 2020-02**

**Union County Critical Intersection Analysis Design  
and Cost Estimate Project**

Please acknowledge receipt of all addenda by including this form with your Proposal. Any questions or changes received will be posted as an addendum on [www.unioncountync.gov](http://www.unioncountync.gov) and/or [www.ips.state.nc.us](http://www.ips.state.nc.us). It is your responsibility to check these sites for this information.

**ADDENDUM #:**

**DATE ADDENDUM  
DOWNLOADED**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I certify that this submittal/proposal is made in good faith and without collusion with any other proposer or officer or employee of Union County.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
(Please Print Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature and Title

\_\_\_\_\_  
E-Mail Address

# UNION COUNTY

## ADMINISTRATIVE SERVICES

### PROCUREMENT DIVISION

500 North Main Street, Suite 709, Monroe, NC 28112  
Phone: (704)283-3813 • Fax: (704)225-0664



RFQ Number (if applicable): \_\_\_\_\_

Name of Vendor or Bidder:  
\_\_\_\_\_

### **IRAN DIVESTMENT ACT CERTIFICATION REQUIRED BY N.C.G.S. 143C-6A-5(a)**

As of the date listed below, the vendor or bidder listed above is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4.

The undersigned hereby certifies that he or she is authorized by the vendor or bidder listed above to make the foregoing statement.

---

Signature

Date

---

Printed Name

Title

*Notes to persons signing this form:*

N.C.G.S. 143C-6A-5(a) requires this certification for bids or contracts with the State of North Carolina, a North Carolina local government, or any other political subdivision of the State of North Carolina. The certification is required at the following times:

- When a bid is submitted
- When a contract is entered into (if the certification was not already made when the vendor made its bid)
- When a contract is renewed or assigned

N.C.G.S. 143C-6A-5(b) requires that contractors with the State, a North Carolina local government, or any other political subdivision of the State of North Carolina must not utilize any subcontractor found on the State Treasurer's Final Divestment List.

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address [www.nctreasurer.com/iran](http://www.nctreasurer.com/iran) and will be updated every 180 days.