

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

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AGREEMENT

36147

THIS AGREEMENT is made and entered, in duplicate, as of November 17, 2021 for reference purposes only, pursuant to Resolution No. RES-21-0133 adopted by the City Council of the City of Long Beach at its meeting on November 9, 2021, by and between OSHKOSH AIRPORT PRODUCTS, LLC, a Wisconsin limited liability company ("Contractor"), with a place of business located at 1515 County Road O, Neenah, Wisconsin 54957, and the CITY OF LONG BEACH ("City"), a municipal corporation.

WHEREAS, Section 1802 of the Long Beach City Charter permits the City to make purchases under the purchasing contracts of other governmental agencies when authorized to do so by a resolution; and

WHEREAS, the City desires to purchase an Oshkosh Striker 6x6 crash response vehicle, with required accessories; and

WHEREAS, Sourcewell (formerly the National Joint Powers Alliance) has a contract for the purchase of these special emergency vehicles, Contract No. 030619-OKC ("Sourcewell Contract"); and

WHEREAS, Resolution No. RES-21-0133 authorizes the City to purchase an Oshkosh Strike 6x6 crash response vehicle by virtue of the Sourcewell Contract;

NOW, THEREFORE, in consideration of the terms and conditions contained in this Agreement, the parties agree as follows:

1. The Sourcewell Contract with Contractor, attached hereto as Exhibit "A", is incorporated by this reference as if fully set forth, and the same terms and conditions contained in the Sourcewell Contract shall be applicable here except as follows:

A. Wherever the Sourcewell Contract refers to the Sourcewell, it shall be deemed to refer to the City of Long Beach;

B. Contractor shall sell, furnish and deliver to the City an Oshkosh Striker 6x6 crash response vehicle, with required accessories of substantially the same type and kind purchased under the Sourcewell, except as modified by Exhibit

1 "B" attached hereto and incorporated by this reference, in an annual amount not to
2 exceed One Million Eighty-Six Thousand Nine hundred Fifty-Six Dollars
3 (\$1,086,956), including taxes and fees. To the extent that the Sourcewell Contract
4 and this Agreement are inconsistent, the following priority shall govern: (1) this
5 Agreement and (2) the Sourcewell Contract.

6 C. Payment for the Oshkosh Striker 6x6 crash response vehicle
7 purchased from Contractor by the City shall be made by the City on delivery to and
8 acceptance of the Oshkosh Striker 6x6 crash response vehicle by the City and
9 submittal of an invoice to the City. Payment is due thirty (30) days after the date of
10 the invoice.

11 D. All warranties shall accrue to the City of Long Beach.

12 E. This Agreement shall be governed by and construed pursuant
13 to the laws of the State of California, except those provisions of California law
14 pertaining to conflicts of law. Any action involving this Agreement shall be brought
15 in the Los Angeles Superior Court, Long Beach Judicial District, or the United States
16 District Court for the State of California located in Los Angeles.

17 F. Contractor shall comply with all laws, ordinances, rules and
18 regulations of and obtain all permits, licenses, and certificates required by all
19 federal, state and local governmental authorities.

20 G. In connection with performance of this Agreement and federal
21 laws, rules, and regulations, Contractor shall not discriminate in employment or in
22 the performance of this Agreement on the basis of race, religion, national origin,
23 color, age, sex, sexual orientation, gender identity, AIDS, HIV status, handicap or
24 disability.

25 H. The acceptance of any services or the payment of any money
26 by City shall not operate as a waiver of any provisions of this Agreement, or of any
27 right to damages or indemnity stated herein. The waiver of any breach of this
28 Agreement shall constitute a waiver of any other or subsequent breach of this

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Agreement.

I. This Agreement was created as a joint effort of both parties and neither it nor any part of it shall be construed against one party as the drafter.

J. Termination of this Agreement shall not affect rights or liabilities of the parties which accrued prior to the termination and shall not extinguish any warranties.

K. Contractor shall not use the name of City, its officials or employees in any advertising or solicitation for business nor as a reference without the prior written approval of City's City Manager.

L. This Agreement is intended by the parties to benefit themselves only and is not in any way intended or designed to or entered for the purpose of creating any benefit or right for any person or entity of any kind that is not a party to this Agreement.

M. In performing hereunder, Contractor is and shall act as an independent contractor and neither Contractor nor its employees, agents, suppliers or subcontractors shall act as or be deemed employees, representatives or agents of City.

N. The terms and conditions of this Agreement are severable. If any term or condition is held invalid, void or unenforceable, the remaining terms and conditions shall be given effect.

O. Neither this Agreement nor any money that becomes due to Contractor under this Agreement may be assigned by Contractor without the prior written consent of the City Manager or his designee.

P. In the event of any conflict or ambiguity between this Agreement and any Exhibit, the provisions of this Agreement shall govern.

Q. If there is any legal proceeding between the parties to enforce or interpret this Agreement or to protect or establish any rights or remedies hereunder, the prevailing party shall be entitled to its cost and expenses, including

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1 reasonable attorney's fees.

2 2. Any notice given under this Agreement shall be in writing and
3 personally delivered or deposited in the U.S. Postal Service, return receipt, and shall be
4 delivered or mailed to Contractor at the relevant address first stated above, and to the City
5 at 411 West Ocean Boulevard, Long Beach, California 90802 Attn: City Manager. Notice
6 shall be deemed given three days after deposit in the mail.

7 3. The terms appearing on the Sourcewell Contract are incorporated in
8 this Agreement.

9 4. Contractor shall cooperate with the City in all matters relating to self-
10 accrual of use tax. Contractor shall contact the City Treasurer for additional information
11 regarding self-accrual.

12 5. This Agreement and all documents which are incorporated by
13 reference in this Agreement constitute the entire understanding between the parties and
14 supersede all other agreements, oral or written, with respect to the subject matter of this
15 Agreement.

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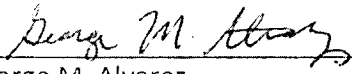
IN WITNESS WHEREOF, the parties have caused this document to be duly executed with all formalities required by law as of the date first stated above.

OSHKOSH AIRPORT PRODUCTS, LLC, a Wisconsin limited liability company

December 9, 2021

By 
Name John E. Berringham
Title Business Unit Director

December 9, 2021

By 
Name George M. Alvarez
Title Director - Finance

"Contractor"

CITY OF LONG BEACH, a municipal corporation

December 20, 2021

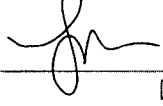
By 
City Manager

"City"

EXECUTED PURSUANT
TO SECTION 3.11 OF
THE CITY CHARTER.

This Agreement is approved as to form on December 15, 2021.

CHARLES PARKIN, City Attorney


By 
Deputy

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OSHKOSH AIRPORT PRODUCTS, LLC, a Wisconsin limited liability company

December 9, 2021

By 
Name John E. Bermingham
Title Business Unit Director

December 9, 2021

By 
Name George M. Alvarez
Title Director - Finance

"Contractor"

CITY OF LONG BEACH, a municipal corporation

_____, 2021

By _____
City Manager

"City"

This Agreement is approved as to form on _____, 2021.

CHARLES PARKIN, City Attorney

By _____
Deputy

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CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Lona Beach, CA 90802-4664

EXHIBIT “A”

Form C

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,
AND SOLUTIONS REQUEST**



Company Name: Oshkosh Airport Products, LLC

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by Sourcewell or included in the final contract. Sourcewell will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	Sourcewell ACCEPTS

Proposer's Signature: *[Handwritten Signature]* Date: 3/4/19

Sourcewell's clarification on exceptions listed above:

Contract Award
RFP #030619



FORM D

Formal Offering of Proposal
(To be completed only by the Proposer)

AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES

In compliance with the Request for Proposal (RFP) for AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: Oshkosh Airport Products, LLC Date: March 4, 2019

Company Address: P.O. Box 2566

City: Oshkosh State: WI Zip: 54903-2566

CAGE Code/DUNS: 7CMB8

Contact Person: Brianna Propson Title: Sales Representative

Authorized Signature: *Robert W. Schulz* Robert W. Schulz
(Name printed or typed)

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by Sourcewell if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

Sourcewell Contract #: 030619-OKC

Proposer's full legal name: Oshkosh Airport Products, LLC

Based on Sourcewell's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by Sourcewell.

The effective date of the Contract will be May 3, 2019 and will expire on May 3, 2023 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the Sourcewell Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at Sourcewell's discretion.

Sourcewell Authorized Signatures:

DocuSigned by:

Jeremy Schwartz

C0FD2A130D06489
SOURCEWELL DIRECTOR OF OPERATIONS AND
PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)

DocuSigned by:

Chad Coquette

7E42BBF817AB4CC
SOURCEWELL EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coquette
(NAME PRINTED OR TYPED)

Awarded on April 29, 2019

Sourcewell Contract # 030619-OKC

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name Oshkosh Airport Products, LLC

Authorized Signatory's Title Sr. Director of Finance

Robert W. Smith
VENDOR AUTHORIZED SIGNATURE

ROBERT W. SMITH
(NAME PRINTED OR TYPED)

Executed on 5/2, 2019

Sourcewell Contract # 030619-OKC

**Form F****PROPOSER ASSURANCE OF COMPLIANCE****Proposal Affidavit Signature Page****PROPOSER'S AFFIDAVIT**

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to Sourcewell members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of Sourcewell, or any person, firm, or corporation under contract with Sourcewell, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.
4. The Proposer will, if awarded a Contract, provide to Sourcewell Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
7. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify Sourcewell for reasonable measures that Sourcewell takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: Oshkosh Airport Products, LLC

Address: P.O. Box 2566

City/State/Zip: Oshkosh / WI / 54903-2566

Telephone Number: (920) 235-9151

E-mail Address: bschulz@airport.oshkoshcorp.com

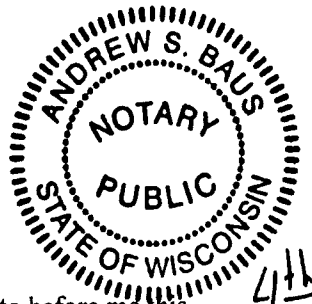
Authorized Signature: *Robert W. Schulz*

Authorized Name (printed): Robert W. Schulz

Title: Sr Director of Finance, Oshkosh Airport Products, LLC.

Date: March 4, 2019

Notarized



Subscribed and sworn to before me this 4th day of March, 2019

Notary Public in and for the County of Winnebago State of WI

My commission expires: September 19, 2021

Signature: *ASB*



Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions


Proposer Name: Oshkosh Airport Products, LLC

Questionnaire completed by: Brianna Propson

Payment Terms and Financing Options

- 1) What are your payment terms (e.g., net 10, net 30)?
Net 30 Days from delivery
- 2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?
We offer leasing options through PNC Equipment Finance. Program details are customized to meet our customer's needs.


Lease Purchase Plan
With a lease purchase plan, you can purchase the apparatus gradually over time. This allows you to use available capital for operations or other needs. At the end of the lease, you can purchase the apparatus for just \$1. Terms for this plan range from 2 to 15 years (10 years for apparatus with commercial chassis).

 **Choose a lease purchase if:**
You prefer ownership of the apparatus and need to spread capital costs over time.

Turn-In Lease Plan
The turn-in lease plan contains a "balloon payment" for the estimated resale value of the apparatus at the end of the lease. A department has two options at lease term:

1. Purchase the apparatus by paying off or refinancing the "balloon payment."
2. Return the apparatus to Pierce and lease a new Pierce apparatus (Pierce pays off the "balloon payment").

Terms for this plan range from 2 to 10 years. This lease contains mileage and apparatus condition provisions, with 10,000 and 15,000 annual mileage options available.

 **Choose a turn-in lease if:**
You want to pay for the use of the apparatus over the lease term and need a flexible, cost-effective fleet management program.

Program Benefits

- All departments qualify
- Highly competitive tax-exempt interest rates
- 100% financing with no documentation fees
- Flexible payment plans
- One year deferred payment plans
- Prepay program that lowers payments while eliminating interest rate risk
- Dedicated Account Executive to assist you through the entire financing process

- 3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to Sourcewell. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell Members' purchase orders.

Our sales team will start with a specification requirement discussion with the end user. Once there is a shared understanding of the product specification, our sales team will quote the truck and options on the Sourcewell contract. After award and the contract is issued to Oshkosh Airport Products, we will process the configuration through our Enterprise Resource Planning system and provide an estimated completion date. In order to ensure that procurement and the end-user ARFF team are aligned, we will conduct a pre-construction meeting to review the final configuration. We track all open orders through completion and will annotate the Sourcewell participation in our documentation for reporting purposes.

- 4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell Members for using this process?

No.

Warranty

- 5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.

- Do your warranties cover all products, parts, and labor?
Our one-year bumper to bumper warranty covers all product, parts and labor, as described in the attached warranty document.
*See attached warranty statements
- Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
Our warranty shall apply only if the product is properly maintained in accordance with Oshkosh's maintenance instructions and manuals and is used in service which is normal to the model. Normal service means service which does not subject the product to stresses or impacts greater than normally result from careful use. If the Buyer discovers a defect or nonconformity, it must notify Oshkosh in writing within thirty (30) days after the date of discovery, but in any event prior to the expiration of the warranty period.
- Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
Our vehicle warranty covers the expense of technicians' travel and mileage to perform warranty repairs and is managed through our One Warranty system, following specific guidelines for coverage. Dealer labor rates are established and represent a fair and uniform labor rate for reimbursement of warranty work.
- Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell Members in these regions be provided service for warranty repair?
Through our internal support team as well as our service dealer support, we provide coverage throughout the United States and Canada.
- Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
Major components installed but not manufactured by Oshkosh are covered under original equipment manufacturer's warranties passed through to end user/customer. These include, but are not limited to, engine, transmission, water pump, and generator.

Component Warranties

In some cases, suppliers will offer warranties beyond the Oshkosh one-year Warranty. Warranties provided by individual suppliers other than Oshkosh apply after the one-year vehicle warranty. Oshkosh does not administer all individual supplier warranties and per the supplier are to be addressed directly with the supplier themselves.

*See attached warranty statements

- What are your proposed exchange and return programs and policies?
Oshkosh Airport Products offers a return/exchange program for aftermarket parts only.

Aftermarket Parts Warranty

Oshkosh warrants the purchaser that the parts sold by aftermarket be free from defects in product and workmanship for the period of six months from the delivery of the product. This Parts Warranty does not include freight, labor, travel, or markup. It is a part warranty only.

Return of Defective Parts

If parts used in the repair of an apparatus are required to be returned to Oshkosh, Dealers will receive notification. Dealers have up to 30 days to return the defective component or the warranty claim will be rejected.

- 6) Describe any service contract options for the items included in your proposal.

No service contract options are included in this proposal. If requested by the customer, we would provide a service inspection program to allow specialized attention for ARFF Products. This would supplement a customer's already existing maintenance program.

Pricing, Delivery, Audits, and Administrative Fee

- 7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

Oshkosh Airport Products is offering our line of ARFF vehicles to the United States (including Hawaii and Alaska) as well as Canada. Our ARFF focuses on innovative fire suppression technology, unmatched chassis performance, advanced safety systems, smart design, and unsurpassed reliability and durability.

Stinger Q4 RIV – Meets FAA class I and class II requirements. The Stinger is built on a Ford Super Duty F-550, 4x4 chassis. Equipped with a pump powering the bumper turret and optional handline using the 120-300-gallon water capacity, and available secondary agent of dry chem or halotron.

Striker 4x4 – Meets FAA class IV requirements. The Striker is on a purpose-built Oshkosh chassis. Equipped with a single state centrifugal water pump capable of 1950 gpm at 250 psi. The pump powers the roof turret (375/750 gpm), bumper turret (300 gpm), and one handline (foam/water). Overall water tank capacity is 1500 gallons and foam tank capacity is 210 gallons.

Striker 6x6 – Meets FAA class V requirements. The Striker is on a purpose-built Oshkosh chassis. Equipped with a single state centrifugal water pump capable of 1950 gpm at 250 psi. The pump powers the roof turret (600/1200 gpm), bumper turret (300 gpm), and one handline (foam/water). Overall water tank capacity is 3000 gallons and foam tank capacity is 420 gallons.

Striker 8x8 – Meets FAA class V requirements. The Striker is on a purpose-built Oshkosh chassis. Equipped with a single state centrifugal water pump capable of 1950 gpm at 250 psi. The pump powers the roof turret (600/1200 gpm), bumper turret (300 gpm), and one handline (foam/water). Overall water tank capacity is 4500 gallons and foam tank capacity is 420 gallons.

Oshkosh Airport Products Snow is built on our long history of proven, purpose-built chassis to serve our customer's snow removal needs. Focused on safety, innovation, reliability and intuitive design, our trucks are the best in the industry and deliver the best solution to our customers.

Snow Blowers

Dual Engine Blower – Oshkosh H-series snow blower cab forward, all-wheel drive, dual engine chassis with integrated snow blower system designed for airport snow removal.

Single Engine Blower – Oshkosh H-series snow blower cab forward, all-wheel drive, single engine chassis with integrated snow blower system designed for airport snow removal.

Snow Brooms

Front Mount Broom – Oshkosh H series snow blower cab forward, all-wheel drive, dual diesel engine chassis with integrated front mounted snow power broom system for airport snow removal.

Tow Behind Broom / Multi-tasking Equipment – Oshkosh HT series chassis Cab forward, all-wheel drive, diesel engine with front mounted plow and rear mounted diesel engine powered Tow-Behind Broom. Tow-Behind Broom available in widths of 18, 20 and 22 ft.

Snow Plows – We offer plows that can be attached to any of our chassis models. Blade lengths come in 14, 16, 18, 20, 22, and 24 feet.

Snow Chassis

H Series Chassis – Oshkosh H-series snow blower cab forward, all-wheel drive, single engine chassis for airport snow removal.

HT Series Chassis – Oshkosh HT series chassis Cab forward, all-wheel drive, single diesel engine prime mover chassis for multi-function airport snow removal.

P Series Chassis – Oshkosh P Series Conventional cab, all-wheel drive, single diesel engine chassis for snow removal and other rugged duty applications

- 8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

Oshkosh Airport Products is flat discount rate that is applied to the base vehicle and any options selected.

*Attached are our price lists for each model including our standard options.

- 9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.

We will be offering a 7% discount off MSRP/List price on our ARFF and Snow product lines.

- 10) The pricing offered in this proposal is

- a. the same as the Proposer typically offers to an individual municipality, university, or school district.
- b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
- c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
- d. other than what the Proposer typically offers (please describe).

- 11) Describe any quantity or volume discounts or rebate programs that you offer.

Multi-Unit Purchase Discount:

Additional discounts may be available for identical multi-unit purchases. Discount varies dependent upon the number of identical units, the configuration of the units, and will be handled on a case by case basis.

Pre-Payment Discount:

Discount amount varies dependent upon apparatus price, delivery schedule, extent of pre-payment, and applicable rate. If elected, payment for the entire contract amount is due within thirty (30) days of contract execution. This deduction is in addition to all other discounts listed above. If this option is elected, final payment for any changes processed during manufacturing is due prior to the unit leaving the factory for delivery.

- 12) Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.

Sourced/open market or nonstandard options will be quoted at the time of request.

- 13) Identify any total cost of acquisition costs that are **NOT** included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

Oshkosh Airport Products does not include pre-delivery expenses, including the following:

- Pre-construction meeting at factory
- Factory inspection visit(s)
- Loose equipment
- Spare parts
- Radio Equipment
- Optional factory maintenance training
- Requested performance, payment or warranty bond(s)

Oshkosh Airport Products' pricing does not include any sales or other taxes. License and/or title fees are also not included.

- 14) If travel expense, delivery or shipping is an additional cost to the Sourcewell Member, describe in detail the complete travel expense, shipping and delivery program.

Shipping costs are included in this RFP to all 50 US States. Shipping costs to Canada will be quoted at time of request.

- 15) Specifically describe those travel expense, shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

Travel to domestic ports will operate the same as domestic destinations. We will work with the end-user to work with a shipping line that they are comfortable using.

- 16) Describe any unique distribution and/or delivery methods or options offered in your proposal.

Due to size and weight restrictions, all trucks will be transported via low-boy or flatbed. All required licenses and permits will be obtained prior to shipment.

- 17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.

Oshkosh Airport Products will record Sourcewell participation at time of purchase order/ contract receipt. At the time the unit is invoiced, the sales order management team will be notified, and the unit will be added to the quarterly reporting.

- 18) Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See RFP Section 6.29 and following for details.)

Oshkosh Airport Products is proposing a 1.25% fee on the base truck price for each model.

Industry-Specific Questions

- 19) Specifically describe any manufacturing processes or material specification-related attributes that differentiate your offering from your competitors.

Oshkosh designs and manufactures purpose-built vehicles. Oshkosh designed and manufactured components include our transfer case, axle, suspension, and power divider. These technologies are shared throughout the corporation to provide the best solution to our customers.

On the manufacturing side, we use online build bill of materials with work instructions. We also use online parts manuals based on the actual bills of materials that are customized for every truck. Our standard work includes in-process quality sign offs after key manufacturing processes.

We follow a rigorous new product development process including documented testing performed by our Test & Development dedicated facility located in Oshkosh, WI.

20) Are your products part of the AIP program (Airport Improvement Program)?

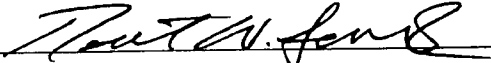
Yes, both our ARFF and Snow products comply with the Airport Improvement Program.

21) Provide any market data or research supporting the longevity or reliability of your proposed solutions.

The expected life cycle of an ARFF vehicle is 15 years. The Oshkosh aftermarket commitment is to support these vehicles for at least 20 years. Oshkosh has delivered thousands of ARFF and Snow trucks, with many being in-service for decades.

22) If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.

We track the order purchase method (purchasing consortium, competitive bid, RFP, etc.) for every order. We will use this existing method to determine the effectivity of the Sourcwell contract.

Signature:  Date: 3/4/19



SourcewellSM
Formerly the National Joint Powers Alliance (NJPA)

REQUEST FOR PROPOSAL
for the procurement of
AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES

RFP Opening

March 7, 2019

8:30 a.m. Central Time

At the offices of Sourcewell

202 12th Street Northeast, Staples, MN 56479

RFP #030619

Sourcewell, formerly the National Joint Powers Alliance® (NJPA), on behalf of Sourcewell and its current and potential member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal government, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution for the procurement of #030619 AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES. Details of this RFP are available beginning January 17, 2019. Details may be obtained by letter of request to Kim Austin, Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479, or by e-mail at RFP@sourcewell-mn.gov. Proposals will be received until March 6, 2019 at 4:30 p.m. Central Time at the above address and opened March 7, 2019 at 8:30 a.m. Central Time.

RFP Timeline

- January 17, 2019** Publication of RFP in the print and online version of *USA Today*, in the print and online version of the *Salt Lake News* within the State of Utah, in the print and online version of the *Daily Journal of Commerce* within the State of Oregon (note: OR entities this pertains to: www.sourcewell-mn.gov/compliance-legal/oregon-advertising and also RFP Appendix B), in the print and online version of *The State* within the State of South Carolina, the Sourcewell website, MERX, PublicPurchase.com, Biddingo, and Onvia.
- February 14, 2019
10:00 a.m. CT** Pre-Proposal Conference (the webcast/conference call). The connection information will be sent to all inquirers two business days before the conference.
- February 27, 2019** Deadline for RFP questions.
- March 6, 2019
4:30 p.m. CT** Deadline for Submission of Proposals. Late responses will be returned unopened.
- March 7, 2019
8:30 a.m. CT** Public Opening of Proposals.

Direct questions regarding this RFP to: Kim Austin at kim.austin@sourcewell-mn.gov or 218-895-4161.

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1 DEFINITIONS

A. CONTRACT

Contract means this RFP, current pricing information, fully executed Forms C, D, F, & P from the Proposer's response pursuant to this RFP, and a fully executed Form E ("Acceptance and Award") with final terms and conditions. Form E will be executed after a formal award and will provide final clarification of terms and conditions of the award.

B. PROPOSER

A Proposer is a company, person, or entity delivering a timely response to this RFP. This RFP may also use the terms "respondent" or "proposed Vendor," which is interchangeable with Proposer as the context allows.

C. SOURCED GOOD or OPEN MARKET ITEM

A Sourced Good or Open Market Item is a product within the RFP's scope 1) that is not currently available under the Vendor's Sourcewell contract, 2) that a member wants to buy under contract from an awarded Vendor, and 3) that is generally deemed incidental to the total transaction or purchase of contract items.

D. VENDOR

A Proposer whose response has been awarded a contract pursuant to this RFP.

2 ADVERTISEMENT OF RFP

2.1 Sourcewell advertises this solicitation: 1) in the hard copy print and online editions of the USA Today; 2) once each in Oregon's Daily Journal of Commerce, South Carolina's The State and Utah's Salt Lake Tribune; 3) on Sourcewell's website; and 4) on other third-party websites deemed appropriate by Sourcewell. Other third-party advertisers may include Onvia, PublicPurchase.com, MERX, and Biddingo.

2.2 Sourcewell also notifies and provides solicitation documentation to each state-level procurement departments for possible re-posting of the solicitation within their systems and at their option for future use and to meet specific state requirements.

3 INTRODUCTION

A. ABOUT SOURCEWELL

3.1 Sourcewell, formerly the National Joint Powers Alliance® (NJPA) is a public agency serving as a national municipal contracting agency established under the Service Cooperative statute by Minnesota Legislative Statute §123A.21 with the authority to develop and offer, among other services, cooperative procurement services to its membership. Eligible membership and participation includes states, cities, counties, all government agencies, both public and non-public educational agencies, colleges, universities and non-profit organizations.

3.2 Under the authority of Minnesota state laws and enabling legislation, Sourcewell facilitates a competitive solicitation and contracting process on behalf of the needs of itself and the needs of current and potential member agencies nationally. This process results in national procurement contracts with various Vendors of products/equipment and services which Sourcewell Member agencies desire to procure. These procurement contracts are created in compliance with applicable Minnesota Municipal Contracting Laws. A complete listing of Sourcewell cooperative procurement contracts can be found at www.sourcewell-mn.gov.

3.3 Sourcewell is a public agency governed by publicly elected officials that serve as the Sourcewell Board of Directors. Sourcewell's Board of Directors oversees and authorizes the calls for all new proposals and holds those resulting Contracts for the benefit of its own and its Members use.

3.4 Sourcewell currently serves over 50,000 member agencies nationally. Both membership and utilization of Sourcewell contracts continue to expand, due in part to the increasing acceptance of Cooperative Purchasing throughout the government and education communities nationally.

B. JOINT EXERCISE OF POWERS LAWS

3.5 Sourcewell cooperatively shares those contracts with its Members nationwide through various Joint Exercise of Powers Laws or Cooperative Purchasing Statutes established in Minnesota, other states and Canadian provinces. The Minnesota Joint Exercise of Powers Law is Minnesota Statute §471.59 which states "Two or more governmental units...may jointly or cooperatively exercise any power common to the contracting parties..." This Minnesota Statute allows Sourcewell to serve Member agencies located in all other states. Municipal agencies nationally can participate in cooperative purchasing activities under their own state law. These laws can be found on our website at www.sourcewell-mn.gov/compliance-legal.

3.5.1 For Members within the Commonwealth of Virginia, this RFP is intended to be a "joint procurement agreement" as described in Vir. Code § 2.2-4304(A), and those Virginia Members identified in Appendix C may agree to be a Joint Purchaser under this RFP.

3.5.2 For Members within Canada, this RFP is intended to include municipalities and publicly-funded academic institutions, schools boards, health authorities, and social services (MASH

sectors). In addition this RFP is intended to include current and potential Members of the Rural Municipalities of Alberta (RMA), and their represented Associations (SARM, SUMA and AMM).

C. WHY RESPOND TO A NATIONAL COOPERATIVE PROCUREMENT CONTRACT

3.6 National Cooperative Procurement Contracts create value for Municipal and Public Agencies, as well as for Vendors of products/equipment and services in a variety of ways:

3.6.1 National cooperative contracts potentially save time and effort for municipal and public agencies, who otherwise would have to solicit vendor responses to individual RFPs, resulting in individual contracts, to meet the procurement needs of their respective agencies. Considerable time and effort is also potentially saved by the Vendors who would have had to otherwise respond to each of those individual RFPs. A single, nationally advertised RFP, resulting in a single, national cooperative contract can potentially replace thousands of individual RFPs for the same equipment/products/services that might have been otherwise advertised by individual Sourcewell member agencies.

3.6.2 Sourcewell contracts offer our Members nationally leveraged volume purchasing discounts. Our contract terms and conditions offer the opportunity for Vendors to recognize individual member procurement volume commitment through additional volume based contract discounts.

3.7 State laws that permit or encourage cooperative purchasing contracts do so with the belief that cooperative efficiencies will result in lower prices, better overall value, and considerable time savings.

3.8 The collective purchasing power of thousands of Sourcewell Member agencies nationwide offers the opportunity for volume pricing discounts. Although no sales or sales volume is guaranteed by a Sourcewell Contract resulting from this RFP, substantial volume is anticipated and volume pricing is requested and justified.

3.9 Sourcewell and its Members desire the best value for their procurement dollar as well as a competitive price. Vendors have the opportunity to display and highlight value-added attributes of their company, equipment/products and services without constraints of a typical individual proposal process.

D. THE INTENT OF THIS RFP

3.10. National contract awarded by Sourcewell: Sourcewell seeks the most responsive and responsible Vendor relationship(s) to reflect the best interests of Sourcewell and its Member agencies. Through a competitive proposal and evaluation process, the Sourcewell Proposal Evaluation Committee recommends vendors for a national contract awarded by the action of the Sourcewell Chief Procurement Officer. Sourcewell's primary intent is to establish and provide a national cooperative procurement contract that offer opportunities for Sourcewell and our current and potential Member agencies throughout the United States and Canada to procure quality product/equipment and services as desired and needed. The contracts will be marketed nationally through a cooperative effort between the awarded vendor(s) and Sourcewell. Contracts are expected to offer price levels reflective of the potential and collective volume of Sourcewell and the nationally established Sourcewell membership base.

3.11 Beyond our primary intent, Sourcewell further desires to:

3.11.1 Award a four-year contract with a fifth-year contract option resulting from this RFP. Any fifth-year extension is exercised at Sourcewell's discretion and results from Sourcewell's contracting needs or from Member requests; this extension is not intended merely to accommodate an awarded Vendor's request. If Sourcewell grants a fifth-year extension, it may also terminate the contract (or cause it to expire) within the fifth year if the extended

contract is replaced by a resolicited or newly solicited contract. In exigent circumstances, Sourcewell may petition Sourcewell's Board of Directors to extend the contract term beyond five years. This rarely used procedure should be employed only to avoid a gap in contract coverage while a replacement contract is being solicited;

- 3.11.2** Offer and apply any applicable technological advances throughout the term of a contract resulting from this RFP;
- 3.11.3** Deliver "Value Added" aspects of the company, equipment/products and services as defined in the "Proposer's Response";
- 3.11.4** Deliver a wide spectrum of solutions to meet the needs and requirements of Sourcewell and Sourcewell Member agencies; and
- 3.11.5** Award an exclusive contract to the most responsive and responsible vendor when it is deemed to be in the best interest of Sourcewell and the Sourcewell Member agencies.

3.12 Exclusive or Multiple Awards: Based on the scope of this RFP and on the responses received, Sourcewell may award either an exclusive contract or multiple contracts. In some circumstances, a single national supplier may best meet the needs of Sourcewell Members; in other situations, multiple vendors may be in the best interests of Sourcewell and the Sourcewell Members and preferred by Sourcewell to provide the widest array of solutions to meet the member agency's needs. Sourcewell retains sole discretion to determine which approach is in the best interests of Sourcewell Member agencies.

3.13 Non-Manufacturer Awards: Sourcewell reserves the right to make an award under this RFP to a non-manufacturer or dealer/distributor if such action is in the best interests of Sourcewell and its Members.

3.14 Manufacturer as a Proposer: If the Proposer is a manufacturer or wholesale distributor, the response received will be evaluated on the basis of a response made in conjunction with that manufacturer's authorized dealer network. Unless stated otherwise, a manufacturer or wholesale distributor Proposer is assumed to have a documented relationship with their dealer network where that dealer network is informed of, and authorized to accept, purchase orders pursuant to any Contract resulting from this RFP on behalf of the manufacturer or wholesale distributor Proposer. Any such dealer will be considered a sub-contractor of the Proposer/Vendor. The relationship between the manufacturer and wholesale distributor Proposer and its dealer network may be proposed at the time of the submission if that fact is properly identified.

3.15 Dealer/Reseller as a Proposer: If the Proposer is a dealer or reseller of the products and/or services being proposed, the response will be evaluated based on the Proposer's authorization to provide those products and services from their manufacturer. When requested by Sourcewell, Proposers must document their authority to offer those products and/or services.

E. SCOPE OF THIS RFP

3.16 Scope: The scope of this RFP is to award a contract to a qualifying vendor defined as a manufacturer, provider, or dealer/distributor, established as a Proposer, and deemed responsive and responsible through our open and competitive proposal process. Vendors will be awarded contracts based on the proposal and responders demonstrated ability to meet the expectations of the RFP and demonstrate the overall highest valued solutions which meet and/or exceed the current and future needs and requirements of Sourcewell and its Member agencies nationally within the scope of AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES.

3.17 Additional Scope Definitions: In addition to AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES, this solicitation should be read to include, but not to be limited to:

3.17.1 The following equipment types primarily designed and intended for maintenance and use on airport runways: plows, blowers, brushes, anti-icing equipment, deicing equipment, rubber removal equipment, runway traction equipment, and Aircraft Rescue and Firefighting vehicles (ARFF).

3.17.1.1 Equipment accessories and technology related to production of a turnkey solution for items described in RFP §3.17.1

3.17.2 A Proposer may elect to offer a equipment only solution (RFP §3.23.3.1), a turn-key solution (RFP §3.23.3.2), or an alternative solution. Generally a turn-key solution is most desirable to Sourcewell and its Members, however, it is not mandatory or required.

3.17.3 Sourcewell reserves the right to limit the scope of this solicitation for Sourcewell and current and potential Sourcewell member agencies.

3.17.3.1 This solicitation should **NOT** be construed to include any of the following:

- a. Grounds Maintenance Equipment (see Sourcewell RFP #062117)
- b. Roadway Maintenance Equipment (see Sourcewell RFP #052417)
- c. Fleet Management (see Sourcewell RFP#022217)
- d. Heavy, medium and portable construction equipment

3.18 Overlap of Scope: When considering equipment/products/services, or groups of equipment/products/services submitted as a part of your response, and whether inclusion of such will fall within a “Scope of Proposal,” please consider the validity of an inverse statement.

3.18.1 For example, pencils and post-it-notes can generally be classified as office supplies and office supplies generally include pencils and post-it-notes.

3.18.2 In contrast, computers (PCs and peripherals) can generally be considered office supplies; however, the scope of office supplies does not generally include computer servers and infrastructure.

3.18.3 In conclusion: With this in mind, individual products and services must be examined individually by Sourcewell, from time to time and in its sole discretion, to determine their compliance and fall within the original “Scope” as intended by Sourcewell.

3.19 Best and Most Responsive – Responsible Proposer: It is the intent of Sourcewell to award a Contract to the best and most responsible and responsive Proposer(s) offering the best overall quality and selection of equipment/products and services meeting the commonly requested specifications of Sourcewell and Sourcewell Members, provided the Proposer’s Response has been submitted in accordance with the requirements of this RFP. Qualifying Proposers who are able to anticipate the current and future needs and requirements of Sourcewell and Sourcewell member agencies; demonstrate the knowledge of any and all applicable industry standards, laws and regulations; and possess the willingness and ability to distribute, market to and service Sourcewell Members in all 50 states are preferred. Sourcewell requests proposers submit their entire line of products and services as it applies and relates to the scope of this RFP.

3.20 Sealed Proposals: Sourcewell will receive sealed proposal responses to this RFP in accordance with accepted standards set forth in the Minnesota Procurement Code and Uniform Municipal Contracting Law. Awards may be made to responsible and responsive Proposers whose proposals are determined in writing to be the most advantageous to Sourcewell and its current or qualifying future Sourcewell Member agencies.

3.21 Use of Contract: Any Contract resulting from this solicitation shall be awarded with the understanding that it is for the sole convenience of Sourcewell and its Members. Sourcewell and/or its members reserve the right to obtain like equipment/products and services solely from this contract or from another contract source of their choice or from a contract resulting from their own procurement process.

3.22 Awarded Vendor's interest in a contract resulting from this RFP: Awarded Vendors will be able to offer to Sourcewell, and current and potential Sourcewell Members, only those products/equipment and services specifically awarded on their Sourcewell Awarded Contract(s). Awarded Vendors may not offer as "contract compliant," products/equipment and services which are not specifically identified and priced in their Sourcewell Awarded Contract.

3.23 Sole Source of Responsibility- Sourcewell desires a "Sole Source of Responsibility" Vendor. This means that the Vendor will take sole responsibility for the performance of delivered equipment/products/services. Sourcewell also desires sole responsibility with regard to:

3.23.1 Scope of Equipment/Products/Services: Sourcewell desires a provider for the broadest possible scope of products/equipment and services being proposed over the largest possible geographic area and to the largest possible cross-section of Sourcewell current and potential Members.

3.23.2 Vendor use of sub-contractors in sourcing or delivering equipment/product/services: Sourcewell desires a single source of responsibility for equipment/products and services proposed. Proposers are assumed to have sub-contractor relationships with all organizations and individuals whom are external to the Proposer and are involved in providing or delivering the equipment/products/services being proposed. Vendor assumes all responsibility for the equipment/products/services and actions of any such Sub-Contractor. Suggested Solutions Options include:

3.23.3 Multiple solutions to the needs of Sourcewell and Sourcewell Members are possible. Examples could include:

3.23.3.1 Equipment/Products Only Solution: Equipment/Products Only Solution may be appropriate for situations where Sourcewell or Sourcewell Members possess the ability, either in-house or through local third party contractors, to properly install and bring to operation those equipment/products being proposed.

3.23.3.2 Turn-Key Solutions: A Turn-Key Solution is a combination of equipment/products and services that provides a single price for equipment/products, delivery, and installation to a properly operating status. Generally this is the most desirable solution because Sourcewell and Sourcewell Members may not possess, or desire to engage, personnel with the necessary expertise to complete these tasks internally or through other independent contractors.

3.23.3.3 Good, Better, Best: Where appropriate and properly identified, Proposers may offer the choice "of good, better, best" multiple-grade solutions to meet Sourcewell Members' needs.

3.23.3.4 Proven – Accepted – Leading-Edge Technology: Where appropriate and properly identified, Proposers may provide a spectrum of technology solutions to complement or enhance the proposed solutions to meet Sourcewell Members' needs.

3.23.4 If applicable, Contracts will be awarded to Proposer(s) able to deliver a proposal meeting the entire needs of Sourcewell and its Members within the scope of this RFP. Sourcewell prefers Proposers submit their complete product line of products and services described in the scope of this RFP. Sourcewell reserves the right to reject individual, or groupings of specific equipment/products and services proposals as a part of the award.

3.24 Geographic Area to be Proposed: This RFP invites proposals to provide AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES to Sourcewell and Sourcewell Members throughout the entire United States and possibly internationally. Proposers will be expected to express willingness to explore service to Sourcewell Members located abroad; however the lack of ability to serve Members outside of the United States will not be cause for non-award. The ability and willingness to serve Canada, for instance, will be viewed as a value-added attribute.

3.25 Contract Term: At Sourcewell's option, a Contract resulting from this RFP will become effective either on the date awarded by the Sourcewell Executive Director and Chief Procurement Officer or on the day following the expiration date of an existing Sourcewell procurement contract for the same or similar product/equipment and services.

3.25.1 Sourcewell is seeking a Contract base term of four years as allowed by Minnesota Contracting Law. Full term is expected. However, one additional one-year renewal/extension may be offered by Sourcewell to Vendor beyond the original four year term if Sourcewell deems such action to be in the best interests of Sourcewell and its Members. Sourcewell reserves the right to conduct periodic business reviews throughout the term of the contract.

3.26 Minimum Contract Value: Sourcewell anticipates considerable activity resulting from this RFP and subsequent award; however, no commitment of any kind is made concerning actual quantities to be acquired. Sourcewell does not guarantee usage. Usage will depend on the actual needs of the Sourcewell Members and the value of the awarded contract.

3.27 [This section is intentionally blank.]

3.28 Contract Availability: This Contract must be available to all current and potential Sourcewell Members who choose to utilize this Sourcewell Contract to include all governmental and public agencies, public and private primary and secondary education agencies, and all non-profit organizations nationally.

3.28.1 With respect to Members within the Commonwealth of Virginia, this RFP is intended to be a "joint procurement agreement" as described in Vir. Code § 2.2-4304(A), and those Virginia Members identified in Appendix C must be allowed to use this Contract as a Joint Purchaser.

3.28.2 For Members within Canada, this RFP is intended to include municipalities and publicly-funded academic institutions, schools boards, health authorities, and social services (MASH sectors). In addition this RFP is intended to include current and potential Members of the Rural Municipalities of Alberta (RMA), and their represented Associations (SARM, SUMA and AMM).

3.29 Proposer's Commitment Period: In order to allow Sourcewell the opportunity to evaluate each proposal thoroughly, Sourcewell requires any response to this solicitation be valid and irrevocable for ninety (90) days after the date proposals are opened.

F. EXPECTATIONS FOR EQUIPMENT/PRODUCTS AND SERVICES BEING PROPOSED

3.30 Industry Standards: Except as contained herein, the specifications or solutions for this RFP shall be those accepted guidelines set forth by the AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES industry, as they are generally understood and accepted within that industry across the nation. Submitted products/equipment, related services and accessories, and their warranties and assurances are required to meet and/or exceed all current, traditional and anticipated standards, needs, expectations, and requirements of Sourcewell and its Members.

3.30.1 Deviations from industry standards must be identified by the Proposer and explained how, in their opinion, the equipment/products and services they propose will render equivalent functionality, coverage, performance, and/or related services. Failure to detail all such deviations may comprise sufficient grounds for rejection of the entire proposal.

3.30.2 Technical Descriptions/Specifications. Excessive technical descriptions and specifications that unduly enlarge the proposal response may cause Sourcewell to reduce the evaluation points awarded on Form G. Proposers must supply sufficient information to:

3.30.2.1 demonstrate the Proposer’s knowledge of industry standards and Member agency needs and expectations;

3.30.2.2 Identify the equipment/products and services being proposed as applicable to the needs and expectations of Sourcewell Member agencies; and

3.30.2.3 differentiate equipment/products and services from other industry manufacturers and providers.

3.31 New Current Model Equipment/Products: Proposals submitted shall be for new, current model equipment/products and services with the exception of certain close-out products allowed to be offered on the Proposer’s “Hot List” described herein.

3.32 Compliance with laws and standards: All items supplied on this Contract shall comply with any current applicable safety or regulatory standards or codes.

3.33 Delivered and operational: Products/equipment offered herein are to be proposed based upon being delivered and operational at the Sourcewell Member’s site. Exceptions to “delivered and operational” must be clearly disclosed in the “Total Cost of Acquisition” section of the proposal.

3.34 Warranty: The Proposer warrants that all products, equipment, supplies, and services delivered under this Contract shall be covered by the industry standard or better warranty. All products and equipment should carry a minimum industry standard manufacturer’s warranty that includes materials and labor. The Proposer has the primary responsibility to submit product specific warranty as required and accepted by industry standards. Dealer/Distributors agree to assist the purchaser in reaching a solution in a dispute over warranty’s terms with the manufacturer. Any manufacturer’s warranty that is effective past the expiration of the warranty will be passed on to the Sourcewell member. Failure to submit a minimum warranty may result in non-award.

3.35 Additional Warrants: The Proposer warrants that all products/equipment and related services furnished hereunder will be free from liens and encumbrances; defects in design, materials, and workmanship; and will conform in all respects to the terms of this RFP including any specifications or standards. In addition, Proposer/Vendor warrants the products/equipment and related services are suitable for and will perform in accordance with the ordinary use for which they are intended.

G. SOLUTIONS-BASED SOLICITATION

3.36 The Sourcewell solicitation and contract award process is not based on detailed specifications. Instead, this RFP is a “Solutions-Based Solicitation.” Sourcewell expects respondents to understand and anticipate the current and future needs of Sourcewell and its members—within the scope of this RFP—and to propose solutions that are commonly desired or required by law or industry standards. Proposal will be evaluated in part on your demonstrated ability to meet or exceed the needs and requirements of Sourcewell and our member agencies within the defined scope of this RFP.

3.37 While Sourcewell does not typically provide product and service specifications, the RFP may contain scope refinements and industry-specific questions. Where specific items are specified, those items should be considered the minimum required, which the proposal can exceed in order to meet Members’ needs. Sourcewell may award all of the respondent’s proposal or may limit the award to a subset of the proposal.

A. INQUIRY PERIOD

4.1 The inquiry period begins on the date of first advertisement and continues until to the Deadline for Submission.” RFP packages will be distributed to potential Vendors during the inquiry period.

B. PRE-PROPOSAL CONFERENCE

4.2 A pre-proposal conference will be held at the date and time specified in the timeline on page one of this RFP. Conference information will be sent to all potential Proposers, and attendance is optional. The purpose of this conference is to allow potential Proposers to ask questions regarding this RFP and Sourcewell’s competitive contracting process. Only answers issued by written addendum by Sourcewell to questions asked before the deadline for questions are binding on the parties to an awarded contract.

C. IDENTIFICATION OF KEY PERSONNEL

4.3 Awarded Vendors will designate one senior staff member to represent the Vendor to Sourcewell. This contact person will correspond with members for technical assistance, questions, or concerns that may arise, including instructions regarding different contacts for different geographical areas or product lines.

4.4 These designated individuals should also act as the primary contact for marketing, sales, and any other area deemed essential by the Proposer and Sourcewell.

D. PROPOSER’S EXCEPTIONS TO TERMS AND CONDITIONS

4.5 Any exceptions, deviations, or contingencies regarding this RFP that a Proposer requests must be documented on Form C, Exceptions To Proposal, Terms, Conditions And Solutions Request.

4.6 Exceptions, deviations or contingencies requested in the Proposer’s response, while possibly necessary in the view of the Proposer, may result in lower scoring or disqualification of a proposal.

E. PROPOSAL FORMAT

4.7 All Proposers must examine the entire RFP package to seek clarification of any item or requirement that may not be clear and to check all responses for accuracy before submitting a proposal.

4.8 All proposals must be properly labeled and sent to “Sourcewell, 202 12th Street NE Staples, MN 56479.”

4.9 All proposals must be physically delivered to Sourcewell at the above address with all required hard copy documents and signature forms/pages inserted as loose pages at the front of the Vendor’s response. The proposal must include these items.

4.9.1 Hard copy original of completed, signed, and dated Forms C, D, F; hard copy of the signed signature-page only from Forms A and P from this RFP;

4.9.2 Signed hard copies of all addenda issued for the RFP;

4.9.3 Hard copy of Certificate of Insurance verifying the coverage identified in this RFP; and

4.9.4 A complete copy of your response on a flash drive (or other approved electronic means). The electronic copy must contain completed Forms A, B, C, D, F, and P, your statement of products and pricing (including apparent discount), and all appropriate attachments. In order to ensure that

your full response is evaluated, you must provide an electronic version of any material that you provide in a hard copy format.

As a public agency, Sourcewell's proposals, responses, and awarded contracts are a matter of public record, except for such data that is classified as nonpublic. Accordingly, public data is available for review through a properly submitted public records request. To redact nonpublic information from your proposal (under Minnesota Statute §13.37), you must make your request within thirty (30) days of the contract award or non-award date.

4.10 All Proposal forms must be submitted in English and must be legible. All appropriate forms must be executed by an authorized signatory of the Proposer. Blue ink is preferred for signatures.

4.11 Proposal submissions should be submitted using the electronic forms provided. Proposers that use alternative documents are responsible for ensuring that the content is substantially similar to the Sourcewell form and that the document is readable by Sourcewell.

4.12 The Proposer must ensure that the proposal is in the physical possession of Sourcewell before the submission deadline.

4.12.1 Proposals must be submitted in a sealed envelope or box properly addressed to Sourcewell and prominently identifying the proposal number, proposal category name, the message "**Hold for Proposal Opening,**" and the deadline for proposal submission. Sourcewell is not responsible for untimely proposals. Proposals received by the deadline for proposal submission will be opened and the name of each Proposer and other appropriate information will be publicly read.

4.13 Proposers are responsible for checking directly on the Sourcewell website for any addendums to this RFP. Addendums to this RFP can change the terms and conditions of the RFP, including the proposal submission deadline.

F. QUESTIONS AND ANSWERS ABOUT THIS RFP

4.14 Upon examination of this RFP document, Proposers should promptly notify Sourcewell of any ambiguity, inconsistency, or error they may discover. Interpretations, corrections, and changes to this RFP will be considered by Sourcewell through a written addendum. Interpretations, corrections, or changes that are made in any other manner are not binding, and Proposers must not rely on them.

4.15 Submit all questions about this RFP, in writing, referencing AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES to Kim Austin at Sourcewell, 202 12th Street NE, Staples, MN 56479 or to RFP@sourcewell-mn.gov. You may also call Kim Austin at 218-895-4161. Sourcewell urges potential Proposers to communicate all concerns well in advance of the submission deadline to avoid misunderstandings. Questions received within seven (7) days before the submission deadline generally cannot be answered. Sourcewell may, however, field purely procedural questions, questions about Sourcewell-issued addenda, or questions involving a Proposer withdrawing its response before the RFP submission deadline.

4.16 If Sourcewell deems that its answer to a question has a material impact on other potential Proposers or on the RFP itself, Sourcewell will create an addendum to this RFP.

4.17 If Sourcewell deems that its answer to a question merely clarifies the existing terms and conditions and does not have a material impact on other potential Proposers or the RFP itself, no further documentation of that question is required.

4.18 Addenda are written instruments issued by Sourcewell that modify or interpret the RFP. All addenda issued by Sourcewell become a part of the RFP. Addenda will be delivered to all Potential Proposers using the same method of delivery of the original RFP material. Sourcewell accepts no liability in connection

with the delivery of any addenda. Copies of addenda will also be made available on the Sourcewell website at www.sourcewell-mn.gov (under "Solicitations") and from the Sourcewell offices. All Proposers must acknowledge their receipt of all addenda in their proposal response.

4.19 Any amendment to a submitted proposal must be in writing and must be delivered to Sourcewell by the RFP submission deadline.

4.20 through 4.21 [These sections are intentionally blank.]

G. MODIFICATION OR WITHDRAWAL OF A SUBMITTED PROPOSAL

4.22 A submitted proposal must not be modified, withdrawn, or cancelled by the Proposer for a period of ninety (90) days following the date proposals were opened. Before the deadline for submission of proposals, any proposal submitted may be modified or withdrawn by notice to the Sourcewell Procurement Manager. Such notice must be submitted in writing and must include the signature of the Proposer. The notice must be delivered to Sourcewell before the deadline for submission of proposals and must be so worded as not to reveal the content of the original proposal. The original proposal will not be physically returned to the potential Proposer until after the official proposal opening. Withdrawn proposals may be resubmitted up to the time designated for the receipt of the proposals if they fully conform with the proposal instructions.

H. PROPOSAL OPENING PROCEDURE

4.23 Sealed and properly identified responses for this RFP entitled AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES will be received by Chris Robinson, Procurement Manager, at Sourcewell Offices, 202 12th Street NE, Staples, MN 56479 until the deadline identified on page one of this RFP. All Proposal responses must be submitted in a sealed package. The outside of the package must plainly identify AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES and the RFP number. To avoid premature opening, the Proposer must label the Proposal response properly. **Sourcewell documents the receipt of proposals by immediately time- and date-stamping them.** At the time of the public opening, the Sourcewell Director of Procurement or a representative from the Sourcewell Proposal Evaluation Committee will read the Proposer's names aloud and will determine whether each submission has met Level-1 responsiveness.

I. SOURCEWELL'S RIGHTS RESERVED

4.24 Sourcewell may exercise the following rights with regard to the RFP.

4.24.1 Reject any and all proposals received in response to this RFP;

4.24.2 Disqualify any Proposer whose conduct or proposal fails to conform to the requirements of this RFP;

4.24.3 Duplicate without limitation all materials submitted for purposes of RFP evaluation, and duplicate all public information in response to data requests regarding the proposal;

4.24.4 Consider and accept for evaluation a late modification of a proposal if 1) the proposal itself was submitted on time, 2) the modifications were requested by Sourcewell, and 3) the modifications make the terms of the proposal more favorable to Sourcewell or its members;

4.24.5 Waive any non-material deviations from the requirements and procedures of this RFP;

4.24.6 Extend the Contract, in increments determined by Sourcewell, not to exceed a total Contract term of five years;

4.24.7 Cancel the Request for Proposal at any time and for any reason with no cost or penalty to Sourcewell;

4.24.8 Correct or amend the RFP at any time with no cost or penalty to Sourcewell. If Sourcewell corrects or amends any segment of the RFP after submission of proposals and before the announcement of the awarded Vendor, all proposers will be afforded a reasonable opportunity to revise their proposals in order to accommodate the RFP amendment and the new submission dates. Sourcewell will not be liable for any errors in the RFP or other responses related to the RFP; and

4.24.9 Extend proposal due dates.

5 PRICING

5.1 Sourcewell requests that potential Proposers respond to this RFP only if they are able to offer a wide array of products and services at lower prices and with better value than what they would ordinarily offer to a single government agency, a school district, or a regional cooperative.

5.2 This RFP requests pricing for an indefinite quantity of products or related services with potential national sales distribution and service. While most RFP categories represent significant sales opportunities, Sourcewell makes no guarantees about the quantity of products or services that members will purchase. **The estimated annual value of this contract is \$10 Million.**

Vendors are expected to anticipate additional volume through potential government, educational, and not-for-profit agencies that would find value in a national contract awarded by Sourcewell.

5.3 Regardless of the payment method selected by Sourcewell or an Sourcewell member, the total cost associated with any purchase option of the products and services must always be disclosed in the proposal and at the time of purchase.

5.4 All proposers must submit "Primary Pricing" in the form of either "Line-Item Pricing," or "Percentage Discount from Catalog Pricing," or a combination of these pricing strategies. Proposers are also encouraged to offer optional pricing strategies such as "Hot List," "Sourced Products," and "Volume Discounts," as well as financing options such as leasing. All pricing documents should include a clear effective date.

A. LINE-ITEM PRICING

5.5 Line-item pricing is a pricing format in which individual products or services are offered at specific Contract prices. Products or services are individually priced and described by characteristics such as manufacture name, stock or part number, size, or functionality. This method of pricing may offer the least amount of confusion, but Proposers with a large number of items may find this method cumbersome. In these situations, a percentage discount from catalog or category pricing model may make more sense and may increase the clarity of the contract pricing format.

5.6 All line-item pricing items must be numbered, organized, sectioned (including SKUs, when applicable), and prepared to be easily understood by the Evaluation Committee and members.

5.7 Submit Line-Item Pricing items in an Excel spreadsheet format and include all appropriate identification information necessary to discern the line item from other line items in each Responder's proposal.

5.8 Line-item pricing must be submitted to Sourcewell in a searchable spreadsheet format (e.g., Microsoft® Excel®) in order to facilitate quickly finding any particular item of interest. For that reason, Proposers are responsible for providing the appropriate product and service identification information along with the pricing information that is typically found on an invoice or price quote for such product or services.

5.9 All products or services typically appearing on an invoice or price quote must be individually priced and identified on the line-item price sheet, including any and all ancillary costs.

5.10 Proposers should provide both a published “List Price” as well as a “Proposed Contract Price” in their pricing matrix. Published List Price will be the standard “quantity of one” price currently available to government and educational customers, excluding cooperative and volume discounts.

B. PERCENTAGE DISCOUNT FROM CATALOG OR CATEGORY

5.11 This pricing model involves a specific percentage discount from a catalog or list price, defined as a published Manufacturer’s Suggested Retail Price (MSRP) for the products or services being proposed.

5.12 Individualized percentage discounts can be applied to any number of defined product groupings.

5.13 A percentage discount from MSRP may be applied to all elements identified in MSRP, including all manufacturer options applicable to the products or services.

5.14 When a Proposer elects to use “Percentage Discount from Catalog or Category,” Proposer will be responsible for providing and maintaining current published MSRP with Sourcewell, and this pricing must be included in its proposal and provided throughout the term of any Contract resulting from this RFP.

C. COST PLUS A PERCENTAGE OF COST

5.15 “Cost plus a percentage of cost” as a primary pricing mechanism is not desirable. It is, however, acceptable for pricing sourced goods or services.

D. HOT LIST PRICING

5.16 Where applicable, a Vendor may opt to offer a specific selection of products or services, defined as “Hot List” pricing, at greater discounts than those listed in the standard Contract pricing. All product and service pricing, including the Hot List Pricing, must be submitted electronically in a format that is acceptable to Sourcewell. Hot List pricing must be submitted in a line-item format. Products and services may be added or removed from the Hot List at any time through an Sourcewell Price and Product Change Form.

5.17 Hot List program and pricing may also be used to discount and liquidate close-out and discontinued products and services as long as those close-out and discontinued items are clearly labeled as such. Current ordering process and administrative fees apply. This option must be published and made available to all Sourcewell Members.

E. CEILING PRICE

5.18 Proposal pricing is to be established as a ceiling price. At no time may the proposed products or services be offered under this Contract at prices above this ceiling price without a specific request and approval by Sourcewell. Contract prices may be reduced at any time, for example, to reflect volume discounts or to meet the needs of an Sourcewell Member.

5.19 [This section is intentionally blank.]

F. VOLUME PRICE DISCOUNTS / ADDITIONAL QUANTITIES

5.20 through 5.23 [These sections are intentionally blank.]

G. TOTAL COST OF ACQUISITION

5.24 The Total Cost of Acquisition for the equipment/products and related services being proposed, including those payable by Sourcewell Members to either the Proposer or a third party, is the cost of the proposed equipment/products product/equipment and related services delivered and operational for its intended purpose in the end-user's location. For example, if you are proposing equipment/products FOB Proposer's dock, your proposal should reflect that the contract pricing does not provide for delivery beyond Proposer's dock, nor any set-up activities or costs associated with those delivery or set-up activities. Any additional costs for delivery and set-up should be clearly disclosed. In contrast, a proposal could state that there are no additional costs of acquisition if the product is delivered to and operational at the end-user's location.

H. SOURCED GOOD or OPEN MARKET ITEM

5.25 A Sourced Good or an Open Market Item is a product that a member wants to buy under contract that is not currently available under the Vendor's Sourcewell contract. This method of procurement can be satisfied through a contract sourcing process. Sourcing options serve to provide a more complete contract solution to meet our members' needs. Sourced items are generally deemed incidental to the total transaction or purchase of contract items.

5.26 Sourcewell or Sourcewell Members may request products, equipment, and related services that are within the related scope of this RFP, even if they are not included in an awarded Vendor's line-item price list or catalog. These items are known as Sourced Goods or Open Market Items.

5.27 An awarded Vendor may source such items to the extent that the items are identified as "Sourced Products/Equipment" or "Open Market Items" on any quotation issued in reference to an Sourcewell awarded contract, and that this information is provided to either Sourcewell or an Sourcewell Member. Sourcewell is not responsible for determining whether a Sourced Good is an incidental portion of the overall purchase or whether a Member is able to consider a Sourced Good a purchase under a Sourcewell contract.

5.28 "Cost plus a percentage" pricing is an acceptable option in pricing of Sourced Goods.

I. PRODUCT & PRICE CHANGES

5.29 Awarded Vendors may request product or service changes, additions, or deletions at any time throughout the contract term. All requests must be made in written format by completing the Sourcewell Price and Product Change Request Form (located at the end of this RFP and on the Sourcewell website), signed by an authorized Vendor representative. All changes are subject to review and approval by Sourcewell. Submit your requests through email to your assigned Contract Manager and to PandP@sourcewell-mn.gov.

5.30 Sourcewell will determine whether the request is both within the scope of the original RFP and in the best interests of Sourcewell and Sourcewell Members. Approved Price and Product Change Request Forms will be returned to the Vendor contact through email.

5.31 The Vendor must 1) complete this change request form and individually list or attach all items subject to change, 2) provide a sufficiently detailed explanation and documentation for the change, and 3) include a complete restatement of pricing document in appropriate format (preferably Excel). The pricing document must identify all products and services being offered and must conform to the following Sourcewell product and price change naming convention: (Vendor Name) (Sourcewell Contract #) (effective pricing date); for example, "COMPANY 012411-CPY effective 02-12-2016."

5.32 The new pricing restatement must include *all* products and services offered, even for those items whose pricing remains unchanged, and must include a new effective date on the pricing documents. This requirement reduces confusion by providing a single, current pricing sheet for each vendor and creates a historical record of pricing.

5.33 ADDITIONS. New products and related services may be added to a Contract resulting from this RFP at any time during that Contract term to the extent that those products and related services are within the scope of this RFP. Allowable new products and related services generally include updated models of products and enhanced services that reflect new technology and improved functionality.

5.34 DELETIONS. New products and related services may be deleted from a contract if an item is no longer available.

5.35 PRICE CHANGES. A Vendor may request pricing changes by providing reasonable justification for the change. For example, a request for a 3% increase in a product line that relies heavily on petroleum products may be reasonable if the raw cost of required petroleum products has increased substantially. Conversely, a request for a 3% increase in prices based only on a 3% increase in a cost-of-living index may be considered unreasonable. Although Sourcewell is sensitive to the possibility of fluctuations in raw material costs, prospective Vendors should make every reasonable attempt to account for normal cost changes by proposing pricing that will be effective throughout the duration of the four-year Contract.

5.35.1 Price decreases: Sourcewell expects Vendors to propose their very best prices and anticipates price reductions that are due to advancement in technology and marketplace efficiencies.

5.35.2 Price increases: A Vendor must include reasonable documentation for price-increase requests, along with both current and proposed pricing. Appropriate documentation should be attached to the Price and Product Change Request Form, including letters from suppliers announcing price increases. Price increases must not exceed the industry standard.

5.36 through 5.37 [These sections are intentionally blank.]

5.38 Proposers representing multiple manufacturers, or carrying multiple related product lines may also request the addition of new manufacturers or product lines to their Contract to the extent they remain within the scope of this RFP.

5.39 through 5.43 [These sections are intentionally blank.]

K. SALES TAX

5.44 Sales and other taxes should not be included in the prices quoted. The Vendor will charge state and local sales and other applicable taxes on items for which a valid tax-exemption certification has not been provided. Each Sourcewell Member is responsible for providing verification of tax-exempt status to the Vendor. When ordering, Sourcewell Members must indicate that they are tax-exempt entities. Except as set forth herein, no party is responsible for taxes imposed on another party as a result of or arising from the transactions under a Contract resulting from this RFP.

L. SHIPPING

5.45 Shipping costs can constitute a significant portion of the overall cost of procurement. Consequently, significant weight will be given to the quality of a prospective Vendor's shipping program. Shipping charges should reasonably reflect the actual cost of shipping. Sourcewell understands that Vendors may use other shipping cost methods for simplicity or for transparency. But to the extent that shipping costs are determined to disproportionately increase a Vendor's profit, Sourcewell may reduce the points awarded in the "Pricing" criteria.

5.46 through 5.47 [These sections are intentionally blank.]

5.48 All shipping and restocking fees must be identified in the price program. Certain industries providing made-to-order products may not allow returns. Proposals will be evaluated not only on the actual costs of

shipping, but on the relative flexibility extended to Sourcewell Members relating to restocking fees, shipping errors, customized shipping requirements, the process for rejecting damaged or delayed shipments, and similar subjects.

5.49 through 5.50 [These sections are intentionally blank.]

5.51 Delivered products must be properly packaged. Damaged products may be rejected. If the damage is not readily apparent at the time of delivery, the Vendor must permit the products to be returned within a reasonable time at no cost to Sourcewell or Sourcewell Members. Sourcewell and Sourcewell Members reserve the right to inspect the products at a reasonable time subsequent to delivery where circumstances or conditions prevent effective inspection of the products at the time of delivery.

5.52 The Vendor must deliver Contract-conforming products in each shipment and may not substitute products without the express approval from Sourcewell or the Sourcewell Member.

5.53 Sourcewell reserves the right to declare a breach of Contract if the Vendor intentionally delivers substandard or inferior products that are not under Contract and described in its paper or electronic price lists or sourced upon request of any Member under this Contract. In the event of the delivery of nonconforming products, the Sourcewell Member will notify the Vendor as soon as possible and the Vendor will replace nonconforming products with conforming products that are acceptable to the Sourcewell member.

5.54 Throughout the term of the Contract, Proposer agrees to pay for return shipment on products that arrive in a defective or inoperable condition. Proposer must arrange for the return shipment of the damaged products.

6 **EVALUATION OF PROPOSALS**

A. PROPOSAL EVALUATION PROCESS

6.1 The Sourcewell proposal evaluation committee will evaluate proposals received based on a 1,000 point evaluation system. The committee establishes both the evaluation criteria and designates the relative weight of each criterion by assigning possible scores for each category on Form G of this RFP. The committee may adjust the relative weight of the criteria for each RFP. (For example, if the “Warranty” criterion does not apply to a particular RFP, the points normally awarded under “Warranty” may be used to increase the number of potential points in another evaluation category or categories.) The “Pricing” criterion will contain at least a plurality of points for every RFP.

6.2 Sourcewell uses a scoring system that gives primary importance to “Pricing.” But pricing includes more than just the absolute lowest initial cost of purchasing, for example, a particular product. Other considerations include the total cost of the acquisition and whether the Proposer’s offering represents the best value. The evaluation committee may consider such factors as life-cycle costs, total cost of ownership, quality, and the suitability of an offering in meeting Sourcewell Members’ needs. Pricing points may be awarded based on pricing clarity and ease of use. Sourcewell may also award points based on whether a response contains exceptions, exclusions, or limitations of liabilities.

6.3 The Sourcewell Executive Director and Chief Procurement Officer will consider making awards to the selected Proposer(s) based on the recommendations of the proposal evaluation committee. To qualify for the final evaluation, a Proposer must have been deemed responsive as a result of the criteria set forth under “Proposer Responsiveness,” found just below.

B. PROPOSER RESPONSIVENESS

6.4 All responses are evaluated for Level-One and Level-Two Responsiveness. If a response does not substantially conform to substantially all of the terms and conditions in the solicitation, or if it requires unreasonable exceptions, it may be considered nonresponsive.

6.5 All proposals must contain suitable responses to the questions in the proposal forms. The following requirements must be satisfied in order to meet Level-One Responsiveness, which is typically ascertained on the proposal opening date. If these standards are not met, your response may be disqualified as nonresponsive.

6.6 Level-One Responsiveness means that the response

6.6.1 is received before the deadline for submission or it will be returned unopened;

6.6.2 is properly addressed and identified as a sealed proposal with a specific RFP number and an opening date and time;

6.6.3 contains a pricing document (with apparent discounts) and all other forms fully completed, even if “not applicable” is the answer;

6.6.4 includes the original (hard copy) completed, dated, and signed RFP forms C, D, and F. In addition, the response must include the hard-copy signed signature page only from RFP Forms A and P and, if applicable, all signed addenda that have been issued in relation to this RFP;

6.6.5 contains an electronic (CD, flash drive, or other suitable) copy of the entire response; and

6.7 Level-Two Responsiveness (including whether the response is within the RFP’s scope) is determined while evaluating the remaining items listed under Proposal Evaluation Criteria below. These items are not arranged in order of importance. Each item draws from multiple questions, and a Proposer’s responses may affect scoring in multiple evaluation criteria. For example, the answers to Industry-Specific Questions may help determine scoring relative to a Proposer’s marketplace success, ability to sell and service nationwide, and financial strength. Any questions not answered without an explanation will likely result in a loss of points and may lead to a nonaward if the proposal evaluation committee cannot effectively review your response.

C. PROPOSAL EVALUATION CRITERIA

6.8 Forms A and P include a series of questions that address the following categories:

6.8.1 Company Information and Financial Strength

6.8.2 Industry Requirements and Marketplace Success

6.8.3 Ability to Sell and Deliver Service Nationwide

6.8.4 Marketing Plan

6.8.5 Other Cooperative Procurement Contracts

6.8.6 Value-Added Attributes

6.8.7 Payment Terms and Financing Options

6.8.8 Warranty

6.8.9 Equipment/Products/Services

6.8.10 Pricing and Delivery

6.8.11 Industry-Specific Questions

6.9 [This section is intentionally blank.]

D. OTHER CONSIDERATIONS

6.10 In evaluating RFP responses, Sourcewell has no obligation to consider information that is not provided in the Proposer's response. Sourcewell may, however, consider additional information outside the Proposer's response. This research may include such sources as the Proposer's website, industry publications, listed references, and user interviews.

6.11 Sourcewell may organize RFP responses into separate classes or subcategories, depending on the range of responses. For example, Sourcewell might receive numerous submissions for "Widgets and Related Products and Services." Sourcewell may organize these responses into subcategories, such as manufacturers of fully operational Widgets, manufacturers of component parts for Widgets, and providers of parts and service for Widgets. Sourcewell reserves the right to award Proposers in some or all of such subcategories without regard to the evaluation score given to Proposers in another subcategory. This specifically allows Sourcewell to award Vendors that might not have, for instance, the breadth of products of Proposers in another subcategory, but that nonetheless meet a substantial and articulated need of Sourcewell Members.

6.12 [This section is intentionally blank.]

6.13 Sourcewell reserves the right to request and test equipment/products and related services and to seek clarification from Proposers. Before the Contract award, the Proposer must furnish the requested information within three (3) days (or within another agreed-to time frame) or provide an explanation for the delay along with a requested time frame for providing the requested information. Proposers must make reasonable efforts to supply test products promptly. All Proposer products remain the property of the Proposer, and Sourcewell will return such products after the evaluation process. Sourcewell may make provisional contract awards, subject to a Proposer's proper response to a request for information or products.

6.14 A Proposer's past performance under previously awarded contracts to schools, governmental agencies, and not-for-profit entities is relevant in evaluating a Proposer's current response. Past performance includes the Proposer's record of conforming to published specifications and to standards of good workmanship, as well as the Proposer's history for reasonable and cooperative behavior and for commitment to Member satisfaction. Incumbency as an awarded Vendor does not, by itself, merit positive consideration for a future Contract award.

6.15 Sourcewell reserves the right to reject any or all proposals.

E. COST COMPARISON

6.16 Sourcewell may use a variety of evaluation methods, including cost comparisons of specific products. Sourcewell reserves the right to use this process when the proposal evaluation committee determines that this will help to make a final determination.

6.17 This direct cost comparison process will award points for being low to high Proposer for each cost evaluation item selected. A "Market Basket" of identical (or substantially similar) equipment/products and related services may be selected by the proposal evaluation committee, and the unit cost will be used as a basis for determining the point value. Sourcewell will select the "Market Basket" from all appropriate product categories as determined by Sourcewell.

F. MARKETING PLAN

6.18 A Proposer's marketing plan is a critical component of the RFP response. An awarded Vendor's sales force will likely be the primary source of communication with Sourcewell Members and will directly affect

the contract's success. Marketing success depends on communicating the contract's value, knowing the contract thoroughly, and communicating the proper use of contracted products and services to the end user. Much of the success and sales reward is a direct result of the commitment to the contract by the awarded Vendor's sales teams. Sourcewell reserves the right to deem a Proposer Level-Two nonresponsive or not to award a contract based on an unacceptable or incomplete marketing plan.

6.19 Sourcewell marketing expectations include the following components.

6.19.1 An awarded Vendor must demonstrate the ability to deploy a national sales force or dealer network. The best RFP responses demonstrate the ability to sell, deliver, and service products through acceptable distribution channels to Sourcewell members in all 50 states. Proposers' responses should fully demonstrate their sales and service capabilities, should outline their national sales force network (both numerically geographically), and should describe their method of distribution of the offered products and related services. Service may be independent of the product sales pricing, but Sourcewell encourages related services to be a part of Proposers' response. Despite its preference for awarding contracts to Vendors that demonstrate nationwide sales and service, Sourcewell reserves the right to award contracts that meet specific Member needs locally or regionally.

6.19.2 Proposers are invited to demonstrate their ability to successfully market, promote, and communicate the benefits of an Sourcewell contract to current and potential Members nationwide. Sourcewell desires a marketing plan that communicates the value of the contract to as many Members as possible.

6.19.3 Proposers are expected to be receptive to Sourcewell trainings. Awarded Vendors must provide an appropriate training venue for both management and the sales force. Sourcewell commits to providing training on all aspects of communicating the value of the awarded contract, including the authority of Sourcewell to offer the contract to its Members, the value and utility the contract delivers to Sourcewell Members, the scope of Sourcewell Membership, the authority of Members to use Sourcewell procurement contracts, the preferred marketing and sales methods, and the successful use of specific business sector strategies.

6.19.4 Awarded Vendors are expected to demonstrate a commitment to fully embrace the Sourcewell contract. Proposers should identify both the appropriate levels of sales management and sales force that will need to understand the value of the Sourcewell contract, as well as the internal procedures needed to deliver the appropriate messaging to Sourcewell Members. Sourcewell will provide a general schedule and a variety of methods describing when and how those individuals should be trained.

6.19.5 Proposers should outline their proposed involvement in promoting a Sourcewell contract through applicable industry trade show exhibits and related customer meetings. Proposers are encouraged to consider participation with Sourcewell at Sourcewell-endorsed national trade shows.

6.19.6 Proposers must exhibit the willingness and ability to actively market and develop contract-specific marketing materials including the following items.

6.19.6.1 Complete Marketing Plan. Proposers must submit a marketing plan outlining how they will launch the Sourcewell contract to current and potential Sourcewell Members. Sourcewell requires awarded Vendors to embrace and actively promote the contract in cooperation with Sourcewell.

6.19.6.2 Printed Marketing Materials. Awarded Vendors will produce and maintain full color print advertisements in camera-ready electronic format, including company logos and contact information to be used in the Sourcewell directory and other approved marketing publications.

6.19.6.3 Contract announcements and advertisements. Proposers should outline in the marketing plan their anticipated contract announcements, advertisements in industry periodicals, and other direct or indirect marketing activities promoting the awarded Sourcewell contract.

6.19.6.4 Proposer's Website. Proposers should identify how an awarded Contract will be displayed and linked on the Proposer's website. An online shopping experience for Sourcewell Members is desired whenever possible.

6.19.7 A Sourcewell Vendor contract launch will be scheduled during a reasonable time frame after the award and held at the Sourcewell office in Staples, MN unless the Vendor and Sourcewell agree to a different location.

6.20 Proposer shall identify their commitment to develop a sales/communication process to facilitate Sourcewell membership and establish status of current and potential agencies/members. Proposer should further express their commitment to capturing sufficient member information as is deemed necessary by Sourcewell.

G. CERTIFICATE OF INSURANCE

6.21 Proposers must provide evidence of liability insurance coverage identified below in the form of a Certificate of Insurance (COI) or an ACORD binder form with their proposal. Upon an award issued under this RFP and before the execution of any commerce relating to such award, the awarded Vendor must provide verification, in the form of a Certificate of Insurance, identifying the coverage required below and identifying Sourcewell as a "Certificate Holder." The Vendor must maintain such insurance coverage at its own expense throughout the term of any contract resulting from this solicitation.

6.22 Any exceptions or assumptions to the insurance requirements must be identified on Form C of this RFP. Exceptions and assumptions will be considered as part of the evaluation process. Any exceptions or assumptions that Proposers submit must be specific. If a Proposer does not include specific exceptions or assumptions when submitting the proposal, Sourcewell will typically not consider any additional exceptions or assumptions during the evaluation process. Upon contract award, the awarded Vendor must provide the Certificate of Insurance identifying the coverage as specified.

6.23 Insurance Liability Limits. The awarded Vendor must maintain, for the duration of its contract, \$1.5 million in general liability insurance coverage or general liability insurance in conjunction with an umbrella for a total combined coverage of \$1.5 million. Work on the Contract will not begin until after the awarded Vendor has submitted acceptable evidence of the required insurance coverage. Failure to maintain any required insurance coverage or an acceptable alternative method of insurance will be deemed a breach of contract.

6.23.1 Minimum Scope and Limits of Insurance. An awarded Vendor must provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a "following form" basis.

6.23.1.1 Commercial General Liability—Occurrence Form

Policy shall include bodily injury, property damage and broad form contractual liability and XCU coverage.

6.23.1.2 Each Occurrence

\$1,500,000

6.24 Insurance Requirements: The limits listed in this RFP are minimum requirements for this Contract and in no way limit any indemnity covenants contained in this Contract. Sourcewell does not warrant

that the minimum limits contained herein are sufficient to protect the Vendor from liabilities that might arise out of the performance of the work under this Contract by the Vendor, its agents, representatives, employees, or subcontractors, and the Vendor is free to purchase additional insurance as may be determined necessary.

6.25 Acceptability of Insurers: Insurance is to be placed with insurers duly licensed or authorized to do business in the State of Minnesota and with an “A.M. Best” rating of not less than A- VII. Sourcewell does not warrant that the above required minimum insurer rating is sufficient to protect the Vendor from potential insurer solvency.

6.26 Subcontractors: Vendors’ certificate(s) must include all subcontractors as additional insureds under its policies, or the Vendor must furnish to Sourcewell separate certificates for each subcontractor. All coverage for subcontractors are be subject to the minimum requirements identified above.

H. ORDER PROCESS AND/OR FUNDS FLOW

6.27 Sourcewell Members typically issue a purchase order directly to a Vendor under a Contract resulting from this RFP. Alternatively, a separate contract may be created to facilitate acquiring products or services offered in response to this RFP. Nothing in this Contract restricts the Member and Vendor from agreeing to add terms or conditions to a purchase order or a separate contract provided that such terms or conditions must not be less favorable to Sourcewell’s Members.

6.28 [This section is intentionally blank.]

I. ADMINISTRATIVE FEES

6.29 Vendors will pay to Sourcewell an administrative fee in exchange for Sourcewell facilitating this Contract with its current and potential Members. Sourcewell may grant a conditional contract award to a Proposer if the proposed administrative fee is unclear, inadequate, or unduly burdensome for Sourcewell to administer. Sales under this Contract should not be processed until the parties resolve the administrative fee issue.

6.29.1 The administrative fee is typically calculated as a percentage of the dollar volume of all products and services by Sourcewell Members under this Contract, including anything represented to Sourcewell Members as falling under this Contract.

6.29.2 The administrative fee is included in, and not added to, the pricing included in Proposer’s response to the RFP. Awarded Vendors must not charge Sourcewell Members more that permitted in the then current price list in order to offset the administrative fee.

6.29.3 The administrative fee is designed to cover the costs of Sourcewell’s involvement in contract management, facilitating marketing efforts, Vendor training, and any order processing tasks relating to the Contract. Administrative fees may also be used for other purposes as allowed by Minnesota law.

6.29.4 The administrative fee under this Contract can be expressed as a percentage of total contract sales or as a per-unit amount. While Sourcewell does not dictate the particular fee percentage, we require that the Proposer articulate a specific fee in its response. For example, merely stating that “we agree to pay an administrative fee” is considered nonresponsive. Sourcewell acknowledges that the administrative fee percentage may differ between vendors, industries, and responses.

6.29.5 Sourcewell awarded Vendors are responsible for paying the administrative fee at least quarterly and for generating all related reporting. Vendors agree to cooperate with Sourcewell in auditing these reports to ensure that the administrative fee is paid on all items purchased under the Contract.

6.29.6 Notwithstanding Sections 6.29.1 and 6.29.4 above, for Members within the State of Texas, pursuant to Texas Stat. §2301, the administrative fee to be proposed shall be a flat fee applicable to each purchase order irrespective of the quantity specified in the purchase order. A typical administrative fee in such cases is \$1000.00 per purchase order. The fee is to be levied on and paid by the Member.

6.30 through 6.32 [This section is intentionally blank.]

J. VALUE-ADDED ATTRIBUTES

6.33 Desirability of Value-Added Attributes: Value-added attributes in an RFP response will be given positive consideration in Sourcewell's evaluation process. Such attributes may increase the benefit of a product or service by improving functionality, performance, maintenance, manufacturing, delivery, energy efficiency, ordering, or other items while remaining within the scope of this RFP.

6.34 Women and Minority Business Enterprise (WMBE), Small Business, and Other Favored Businesses: Some Sourcewell Members give formal preference to certain types of vendors or contractors. Proposers should document WMBE (or other) status for both their organization and for any affiliates (e.g., supplier networks) involved in fulfilling the terms of this RFP. The ability of a Proposer to provide preferred business entity "credits" to Sourcewell and Sourcewell Members under a Contract will be evaluated positively by Sourcewell and reflected in the "value added" area of the evaluation.

6.35 Environmentally Preferred Purchasing Opportunities: Many Sourcewell Members consider the environmental impact of the products and services they purchase. "Green" characteristics demonstrated by Proposers will be evaluated positively by Sourcewell and reflected in the "value added" area of the evaluation. Please identify any green characteristics of any offering in your proposal and identify the sanctioning body determining that characteristic. Where appropriate, please indicate which products have been certified as green and by which certifying agency.

6.36 Online Requisitioning Systems: When applicable, online requisitioning systems will be viewed as a value-added characteristic. Proposers should demonstrate how their system makes online ordering easier for Sourcewell Members, including how Members could integrate their current e-Procurement or enterprise resource planning (ERP) systems into the Proposer's ordering process.

6.37 Financing: The ability of the Proposer to provide financing solutions to Members for the products and services being proposed will be viewed as a value-added attribute.

6.38 Technology: Technological advances that appreciably improve the proposed products or services will be considered value-added attributes.

K. WAIVER OF FORMALITIES

6.39 Sourcewell reserves the right to waive minor formalities (or to accept minor irregularities) in any proposal, when it determines that considering the proposal may be in the best interest of its Members.

7 **POST-AWARD OPERATING ISSUES**

A. SUBSEQUENT AGREEMENTS

7.1 Purchase Order. Purchase orders for products and services may be executed between Sourcewell Members and the awarded Vendor (or Vendor's sub-contractors) under this Contract. Sourcewell Members and Vendors must indicate on the face of such purchase orders that "This purchase order is issued under Sourcewell contract #XXXXXX" (insert the relevant contract number). Purchase order flow and procedure will be developed jointly between Sourcewell and an awarded Vendor after an award is made.

7.2 Governing Law. Purchase orders must be construed in accordance with, and governed by, the laws of a competent jurisdiction with respect to the Member. (See also Section 8.5 of this RFP.) All provisions required by law to be included in the purchase order should be read and enforced as if they were included. If through mistake or otherwise any such provision is not included, then upon application of either party the Contract shall be physically amended to make such inclusion or correction. The venue for any litigation arising out of disputes related to purchase order will be a court of competent jurisdiction with respect to the Member.

7.3 Additional Terms and Conditions. Additional terms and conditions to a purchase order may be proposed by Sourcewell, Sourcewell Members, or Vendors. Acceptance of these additional terms and conditions is optional to all parties to the purchase order. One purpose of these additional terms and conditions is to address job- or industry-specific requirements of law such as prevailing wage legislation. Additional terms and conditions may also include specific local policy requirements and standard business practices of the issuing Member or the Vendor. Such additional terms and conditions are not considered valid to the extent that they interfere with the general purpose, intent, or currently established terms and conditions contain in this RFP document. For example, a Vendor and Member may agree to add a “net 30” payment requirement to the purchase order instead of applying a “net 10” requirement. But the added terms and conditions must not be less favorable to the Member unless Sourcewell, the Member, and the Vendor agree to a Contract amendment or similar modification.

7.4 Specialized Service Requirements. In the event that the Sourcewell Member desires service requirements or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in the Contract resulting from this RFP, the Sourcewell Member and the Vendor may enter into a separate, standalone agreement, apart from a Contract resulting from this RFP. Any proposed service requirements or specialized performance requirements require pre-approval by the Vendor. Any separate agreement developed to address these specialized service or performance requirements is exclusively between the Sourcewell Member and Vendor. Sourcewell, its agents, and employees shall not be made a party to any claim for breach of such agreement. Product sourcing is not considered a service. Sourcewell Members will need to conduct procurements for any specialized services not identified as a part of or within the scope of the awarded Contract.

7.5 Performance Bond. At the request of the Member, a Vendor will provide all performance bonds typically and customarily required in their industry. These bonds will be issued pursuant to the requirements of purchase orders for products and services. If a purchase order is cancelled for lack of a required performance bond by the member agency, Sourcewell recommends that the current pending purchase order be canceled. Each Member has the final decision on purchase order continuation. Any performance bonding required by the Member, the Member’s state laws, or by local policy is to be mutually agreed upon and secured between the Vendor and the Member.

7.6 Asset Management Contracts: Asset Management-type Contracts can be initiated under a Contract resulting from this RFP at any time during the term of this Contract. Such a contract could involve, for example, picking up, storing, repairing, inventorying, salvaging, and delivery products falling within the scope of this Contract. The intention in using Asset Management Contracts is to promote the long-term efficiency of Sourcewell’s contracts by (among other things) extending the use and re-use of products. Asset Management Contracts cannot be created under this Contract unless they are executed within the authorized term of a Contract resulting from this RFP. The actual term of the Asset Management Contract may, however, extend beyond the expiration date of this Contract.

B. SOURCEWELL MEMBER SIGN-UP PROCEDURE

7.7 Awarded Vendors are responsible for familiarizing their sales and service forces with the various forms of Sourcewell membership documentation and will encourage and assist potential Members in establishing

membership with Sourcewell. Sourcewell membership is available at no cost, obligation, or liability to the Member or the Vendor.

C. REPORTING OF SALES ACTIVITY

7.8 Awarded Vendors must report at least quarterly the total gross dollar volume of all products and services purchased by Sourcewell Members as it applies to this RFP and Contract. This report must include the name and address of the purchasing agency, Member number, amount of purchase, and a description of the items purchased.

7.8.1 Zero sales reports: Awarded Vendors must provide a quarterly Contract sales report regardless of the amount of sales.

D. AUDITS

7.9 Sourcewell relies substantially on the reasonable auditing efforts of both Members and awarded Vendors to ensure that Members are obtaining the products, services, pricing, and other benefits under all Sourcewell contracts. Nonetheless, the Vendor must retain and make available to Sourcewell all order and invoicing documentation related to purchases that Members make from the Vendor under the awarded Contract. Sourcewell must not request such information more than once per calendar year, and Sourcewell must make such requests in writing with at least fourteen (14) days' notice. Sourcewell may employ an independent auditor at its own expense or conduct an audit on its own. In either event, the Vendor agrees to cooperate fully with Sourcewell or its agents in order to ensure compliance with this Contract.

E. HUB PARTNER

7.10 Hub Partner: Sourcewell Members may request special services through a "Hub Partner" for the purpose of complying with a law, regulation, or rule that an Sourcewell Member deems to apply in its jurisdiction. Hub Partners may bring value to the proposed transactions through consultancy, through qualifying for disadvantaged business entity credits, or through other means.

7.11 Hub Partner Fees: Sourcewell Members are responsible for any transaction fees, costs, or expenses that arise under this Contract for special service provided by the Hub Partner. The fees, costs, or expenses levied by the Hub Vendor must be clearly itemized in the transaction documentation. To the extent that the Vendor stands in the chain of title during a transaction resulting from this RFP, the documentation must clearly indicate that the transaction is "Executed for the Benefit of [Sourcewell Member name]."

F. TRADE-INS

7.12 The value in US Dollars for Trade-ins will be negotiated between Sourcewell or an Sourcewell Member, and an Awarded Vendor. That identified "Trade-In" value shall be viewed as a down payment and credited in full against the Sourcewell purchase price identified in a purchase order issued pursuant to any Awarded Sourcewell procurement contract. The full value of the trade-in will be consideration.

G. OUT OF STOCK NOTIFICATION

7.13 The Vendor must immediately notify Sourcewell Members when they order an out-of-stock item. The Vendor must also tell the Member when the item will be available and whether there are equivalent substitutes. The Member must have the option of accepting the suggested substitute or canceling the item from the order. Under no circumstance may the Vendor make unauthorized substitutions. Unfilled or substituted items must be indicated on the packing list.

H. CONTRACT TERMINATION FOR CAUSE AND WITHOUT CAUSE

7.14 Sourcewell reserves the right to cancel all or any part of this Contract if the Vendor fails to fulfill any material obligation, term, or condition as described in the following procedure. Before any such termination for cause, Sourcewell will provide written notice to the Vendor, an opportunity to respond, and a reasonable opportunity to cure the breach. The following are some examples of material breaches.

7.14.1 The Vendor provides products or services that do not meet reasonable quality standards and that are not remedied under the warranty;

7.14.2 The Vendor fails to ship the products or to provide the services within a reasonable amount of time;

7.14.3 Sourcewell reasonably believes that the Vendor will not or cannot perform to the requirements or expectations of the Contract, Sourcewell issues a request for assurance, and the Vendor fails to respond;

7.14.4 The Vendor fails to fulfill any of the material terms and conditions of the Contract;

7.14.5 The Vendor fails to follow the established procedure for purchase orders, invoices, or receipt of funds as established by Sourcewell and the Vendor;

7.14.6 The Vendor fails to properly report quarterly sales;

7.14.7 The Vendor fails to actively market this Contract within the guidelines provided in this RFP and defined in the Sourcewell contract launch.

7.15 Upon receipt of the written notice of breach, the Vendor will have ten (10) business days to provide a satisfactory response to Sourcewell. If the Vendor fails to reasonably address all issues in the written notice, Sourcewell may terminate the Contract immediately. If Sourcewell allows the Vendor more time to remedy the breach, such forbearance does not limit Sourcewell's authority to immediately terminate the Contract for continued breaches for which notice was given to the Vendor. Termination of the Contract for cause does not relieve either party of the financial, product, or service obligations incurred before the termination.

7.16 Sourcewell may terminate the Contract if the Vendor files for bankruptcy protection or is acquired by an independent third party. The Vendor must disclose to Sourcewell any litigation, bankruptcy, or suspensions/disbarments that occur during the Contract period. Failure to disclose such information authorizes Sourcewell to immediately terminate the Contract.

7.17 Sourcewell may terminate the Contract without cause by giving the Vendor sixty (60) days' written notice of termination. Termination of the Contract without cause does not relieve either party of the financial, product, or service obligations incurred before the termination.

7.18 Sourcewell may immediately terminate any Contract without further obligation if any Sourcewell employee significantly involved in initiating, negotiating, securing, drafting, or creating the Contract on behalf of Sourcewell has colluded with any Proposer for personal gain. Sourcewell may also immediately cancel a Contract if it finds that gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the Vendor or any agent or representative of the Vendor, to any employee of Sourcewell. Such terminations are effective upon written notice from Sourcewell or at a later date designated in the notice. Termination of the Contract does not relieve either party of the financial, product, or service obligations incurred before the termination.

8 GENERAL TERMS AND CONDITIONS

8. ADVERTISING A CONTRACT RESULTING FROM THIS RFP

8.1 Proposer/Vendor must not advertise or publish information concerning this Contract before the award is announced by Sourcewell. Once the award is made, a Vendor is expected to advertise the awarded Contract to both current and potential Sourcewell Members.

B. APPLICABLE LAW

8.2 [This section is intentionally blank.]

8.3 Sourcewell Compliance with Minnesota Procurement Law: Sourcewell has designed its procurement process to comply with best practices in the State of Minnesota. Sourcewell's solicitation methods are also created to comply with many of the various requirements that our Members must satisfy in their own procurement processes. But these requirements may differ considerably and may change from time to time. So each Sourcewell Member must make its own determination whether Sourcewell's solicitation process satisfies the procurement rules in the Member's jurisdiction.

8.4 Governing law with respect to delivery and acceptance: All applicable portions of the Minnesota Uniform Commercial Code, all other applicable Minnesota laws, and the applicable laws and rules of delivery and inspection of the Federal Acquisition Regulations (FAR) laws will govern Sourcewell contracts resulting from this solicitation.

8.5 Jurisdiction: Any claims that arise against Sourcewell pertaining to this RFP, and any resulting contract that develops between Sourcewell and any other party, must be brought only in courts in Todd County in the State of Minnesota unless otherwise agreed to.

8.5.1 Purchase orders or other agreements created pursuant to a contract resulting from this solicitation must be construed in accordance with, and governed by, the laws of the issuing Member. Any claim arising from such a purchase order or agreement must be filed and venued in a court of competent jurisdiction of the Member unless otherwise agreed to.

8.6 through 8.7 [This section is intentionally blank.]

8.8 Indemnification: Each party is responsible for its own acts and is not responsible for the acts of the other party and the results thereof. Sourcewell's liability is governed by the Minnesota Tort Claims Act (Minn. Stat. §3.736) and other applicable law.

8.9 Prevailing wage: The Vendor must comply with applicable prevailing wage legislation in effect in the jurisdiction of the Sourcewell Member. The Vendor must monitor the prevailing wage rates as established by the appropriate federal governmental entity during the term of this Contract and adjust wage rates accordingly.

8.10 Patent and copyright infringement: The Vendor agrees to indemnify and hold harmless Sourcewell and Sourcewell Members against any and all suits, claims, judgments, and costs instituted or recovered against the Vendor, Sourcewell, or Sourcewell Members by any person on account of the use or sale of any articles by Sourcewell or Sourcewell Members if the Vendor supplied such articles in violation of applicable patent or copyright laws.

C. ASSIGNMENT OF CONTRACT

8.11 No right or interest in this Contract may be assigned or transferred by the Vendor without prior written permission by Sourcewell. No delegation of any duty of the Vendor under this Contract may be made without prior written permission of Sourcewell. Sourcewell will notify Members by posting approved assignments on the Sourcewell website (www.sourcewell-mn.gov).

8.12 If the original Vendor sells or transfers all assets or the entire portion of the assets used to perform this Contract, a successor-in-interest must perform all obligations under this Contract. Sourcewell reserves the

right to reject the acquiring entity as a Vendor. A change of name agreement will not change the contractual obligations of the Vendor.

D. LIST OF PROPOSERS

8.13 Sourcewell will not maintain a list of interested proposers, nor will it automatically send RFPs to them. All interested proposers must request the RFP as a result of Sourcewell's national solicitation advertisements. Because of the wide scope of the potential Members and qualified national suppliers, Sourcewell has determined this to be the best method of fairly soliciting proposals.

E. CAPTIONS, HEADINGS, AND ILLUSTRATIONS

8.14 The captions, illustrations, headings, and subheadings in this RFP are for convenience and ease of understanding and in no way define or limit the scope or intent of this request.

F. DATA PRACTICES

8.15 All materials submitted in response to this RFP become Sourcewell's property and become public records (under Minn. Stat. §13.591) after the evaluation process is completed. If the Proposer submits information in response to this RFP that it requests to be classified as nonpublic information (as defined by the Minnesota Government Data Practices Act, Minn. Stat. §13.37), the Proposer must meet the following requirements.

8.15.1 The Proposer must make the request within thirty (30) days of the award/nonaward notification, and include the appropriate statutory justification. Pricing, marketing plans, and financial information is generally not redactable. The Sourcewell Legal Department will review the request to determine whether the information can be withheld or redacted. If Sourcewell determines that it must disclose the information upon a proper request for such information, Sourcewell will inform the Proposer of such determination.

8.15.2 The Proposer must defend any action seeking release of the materials that it believes to be nonpublic information, and it must indemnify and hold harmless Sourcewell, its agents, and employees, from any judgments or damages awarded against Sourcewell in favor of the party requesting the materials, and any and all costs connected with that defense. This indemnification survives the term of any contract awarded under this RFP. In submitting a response to this RFP, the Proposer agrees that this indemnification survives as long as Sourcewell possesses the confidential information.

8.16 [This section is intentionally blank.]

G. ENTIRE AGREEMENT

8.17 This Contract, as defined herein, constitutes the entire agreement between the parties to this Contract. A Contract resulting from this RFP is formed when the vendor, Sourcewell Executive Director and Chief Procurement Officer approves and signs the applicable Contract Award & Acceptance document (Form E).

H. FORCE MAJEURE

8.18 Except for payments of sums due, neither party is liable to the other nor deemed in default under this Contract if and to the extent that such party's performance of this Contract is prevented due to force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence including, but not limited to, the following: acts of God, acts of the public enemy, war, riots, strikes, mobilization, labor disputes, civil disorders, fire, flood, snow, earthquakes, tornadoes or violent wind, tsunamis, wind shears, squalls, Chinooks, blizzards, hail storms, volcanic eruptions, meteor strikes, famine, sink holes, avalanches, lockouts, injunctions-intervention-acts,

terrorist events or failures or refusals to act by government authority and/or other similar occurrences where such party is unable to prevent by exercising reasonable diligence. The force majeure is deemed to commence when the party declaring force majeure notifies the other party of the existence of the force majeure and is deemed to continue as long as the results or effects of the force majeure prevent the party from resuming performance in accordance with a Contract resulting from this RFP. Force majeure does not include late deliveries of products and services caused by congestion at a manufacturer's plant or elsewhere, an oversold condition of the market, inefficiencies, or other similar occurrences. If either party is delayed at any time by force majeure, then the delayed party must (if possible) notify the other party of such delay within forty-eight (48) hours.

8.19 through 8.20 [These sections are intentionally blank.]

I. LICENSES

8.21 The Vendor must maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Sourcewell Members.

8.22 All responding Proposers must be licensed (where required) and must have the authority to sell and distribute the offered products and services to Sourcewell and Sourcewell Members. Documentation of the required licenses and authorities, if applicable, should be included in the Proposer's response to this RFP.

J. MATERIAL SUPPLIERS AND SUB-CONTRACTORS

8.23 The awarded Vendor must supply the names and addresses of sourcing suppliers and sub-contractors as a part of the purchase order when requested by Sourcewell or a Sourcewell Member.

K. NON-WAIVER OF RIGHTS

8.24 No failure of either party to exercise any power given to it hereunder, nor a failure to insist upon strict compliance by the other party with its obligations hereunder, nor a custom or practice of the parties at variance with the terms hereof, nor any payment under a Contract resulting from this RFP constitutes a waiver of either party's right to demand exact compliance with the terms hereof. Failure by Sourcewell to take action or to assert any right hereunder does not constitute a waiver of such right.

L. PROTESTS OF AWARDS MADE

8.25 And protests must be filed with Sourcewell's Executive Director and must be resolved in accordance with appropriate Minnesota rules. Protests will only be accepted from Proposers. A protest of an award or nonaward must be filed in writing with Sourcewell within ten (10) calendar days after the public notice or announcement of the award or nonaward. A protest must include the following items.

8.25.1 The name, address, and telephone number of the protester;

8.25.2 The original signature of the protester or its representative (you must document the authority of the representative);

8.25.3 Identification of the solicitation by RFP number;

8.25.4 Identification of the statute or procedure that is alleged to have been violated;

8.25.5 A precise statement of the relevant facts;

8.25.6 Identification of the issues to be resolved;

8.25.7 The aggrieved party's argument and supporting documentation;

8.25.8 The aggrieved party's statement of potential financial damages; and

8.25.9 A protest bond in the name of Sourcewell and in the amount of 10% of the aggrieved party's statement of potential financial damages.

M. SUSPENSION OR DISBARMENT STATUS

8.26 If within the past five (5) years, any firm, business, person or Proposer responding to a Sourcewell solicitation has been lawfully terminated, suspended, or precluded from participating in any public procurement activity with a federal, state, or local government or education agency, the Proposer must include a letter with its response setting forth the name and address of the public procurement unit, the effective date of the suspension or debarment, the duration of the suspension or debarment, and the relevant circumstances relating to the suspension or debarment. Any failure to supply such a letter or to disclose pertinent information may result in the termination of a Contract. By signing the proposal affidavit, the Proposer certifies that no current suspension or debarment exists.

N. AFFIRMATIVE ACTION AND IMMIGRATION STATUS CERTIFICATION

8.27 An Affirmative Action Plan, Certificate of Affirmative Action, or other documentation regarding Affirmative Action may be required by Sourcewell or Sourcewell Members relating to a transaction from this RFP. Vendors must comply with any such requirements or requests.

8.28 Immigration Status Certification may be required by Sourcewell or Sourcewell Members relating to a transaction from this RFP. Vendors must comply with any such requirements or requests.

O. SEVERABILITY

8.29 In the event that any of the terms of a Contract resulting from this RFP are in conflict with any rule, law, or statutory provision, or are otherwise unenforceable under the laws or regulations of any government or subdivision thereof, such terms will be deemed stricken from the Contract, but such invalidity or unenforceability shall not invalidate any of the other terms of an awarded Contract resulting from this RFP.

P. RELATIONSHIP OF PARTIES

8.30 No Contract resulting from this RFP may be considered a contract of employment. The relationship between Sourcewell and an awarded Vendor is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. The parties neither intend the proposed Contract to create, nor is to be construed as creating, a partnership, joint venture, master-servant, principal-agent, or any other, relationship. Except as provided elsewhere in this RFP, neither party may be held liable for acts of omission or commission of the other party and neither party is authorized or has the power to obligate the other party by contract, agreement, warranty, representation, or otherwise in any manner whatsoever except as may be expressly provided herein.

Q. PROVISIONS FOR NON-FEDERAL ENTITY PROCUREMENTS UNDER FEDERAL AWARDS OR OTHER AWARDS; AIRPORT IMPROVEMENT PROGRAM PROVISIONS

8.31 Procurements by Sourcewell or Sourcewell Members utilizing funds under a federal grant or contract may be subject to specific federal laws, regulations, and requirements in addition to those under state and local laws. Applicable law may include, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR Part 200 (also referred to as the "Uniform Guidance" or "EDGAR"). The terms included in this section express Proposers willingness and ability to comply with certain requirements which may be applicable to specific Sourcewell Member purchases using federal grant or contract dollars. Sourcewell Members may also

require Proposers to enter into ancillary agreements, in addition to the Sourcewell contract's general terms and conditions, to address the Member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts. Sourcewell reserves the right at any time within a contract term to require an awarded Vendor to reaffirm or resubmit proper documentation relating to these requirements. The numbering and identification contained within this section is only for reference purposes and does not identify any actual Federal designation or location of the rule. Rules are located in 2 CFR Part 200.

8.32 Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Sourcewell reserves all rights and privileges under the applicable laws and regulations with respect to this procurement process in the event of breach of contract by either party.

8.33 Contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

Sourcewell reserves the right to terminate any agreement resulting from this procurement process pursuant to Sourcewell RFP sections 7.13 and 7.17. Prior to any termination for cause, Sourcewell will provide written notice to the Proposer, opportunity to respond and opportunity to cure. Sourcewell reserves the right to terminate any agreement resulting from this procurement process without cause with a required 60-day written notice of termination. Termination of Contract shall not relieve either party of financial, product or service obligations incurred or accrued prior to termination.

8.34 Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." This provision is hereby incorporated by reference into all applicable contracts.

The equal opportunity clause is incorporated by reference herein.

8.35 Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up

any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Proposer shall be in compliance with all applicable Davis-Bacon Act provisions.

8.36 Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into all applicable contracts.

Proposer certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Proposer shall comply with applicable requirements as referenced above.

8.37 Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Proposer certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Proposer shall comply with applicable requirements as referenced above.

8.38 Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Proposer certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Proposer shall comply with applicable requirements as referenced above.

8.39 Debarment and Suspension (Executive Orders 12549 and 12689). A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Proposer nor its principals shall be presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

8.40 Byrd Anti-Lobbying Amendment, as amended (31 U.S.C. 1352). Proposers shall file any required certifications. Proposers shall not have used Federal appropriated funds to pay any person or organization

for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Proposers shall disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Proposers shall file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

8.41 Record Retention Requirements. To the extent applicable, Proposer shall comply with the record retention requirements detailed in 2 CFR § 200.333. The Vendor further certifies that Vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

8.42 Energy Policy and Conservation Act Compliance. To the extent applicable, Proposer shall comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

8.43 Buy American Provisions Compliance. To the extent applicable, Proposer agrees to comply with 49 U.S.C. § 50101, which provides that Federal funds may not be obligated unless all steel and manufactured goods used in AIP funded projects are produced in the United States, unless the Federal Aviation Administration has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list. Purchases made in accordance with the Buy American Act shall follow the applicable procurement rules calling for free and open competition.

8.44 Title VI Solicitation Notice. Sourcewell, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises or airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

8.45 Trade Restriction Certification. To the extent applicable, Proposer will comply with the provision in 49 U.S.C. § 50104 regarding certification and notice requirements for firm ownership or control by one or more citizens of a foreign country listed by the Office of the United States Trade Representative as discriminating against U.S. firms.

8.46 Procurement of Recovered Materials. To the extent applicable, Proposer agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247.

8.47 Access to Records (2 CFR § 200.336). Proposer agrees that duly authorized representatives of an Agency shall have access to any books, documents, papers and records of Proposer that are directly pertinent to Proposer's discharge of its obligations under the Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Proposer's personnel for the purpose of interview and discussion relating to such documents.



PROPOSER QUESTIONNAIRE- General Business Information
(Products, Pricing, Sector Specific, Services, Terms and Warranty are addressed on **Form P**)

Proposer Name: _____ Questionnaire completed by: _____

Please identify the person Sourcewell should correspond with from now through the Award process:

Name: _____ E-Mail address: _____

Please answer and submit the electronic version of the questions below in Microsoft Word® This allows Sourcewell evaluators to cut and paste your answers into a separate worksheet. Place your answer directly below each question. Sourcewell prefers a brief but thorough response to each question. Please do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; mark “NA” if the question does not apply to you (preferably with an explanation). Please create a response that is easy to read and understand. For example, you may consider using a different font and color to distinguish your answer from the questions.

Company Information & Financial Strength

- 1) Provide the full legal name, mailing and email addresses, tax identification number, and telephone number for your business.
- 2) Provide a brief history of your company, including your company’s core values, business philosophy, and longevity in the AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES industry.
- 3) Provide a detailed description of the products and services that you are offering in your proposal.
- 4) What are your company’s expectations in the event of an award?
- 5) Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters.
- 6) What is your US market share for the solutions that you are proposing? What is your Canadian market share, if any?
- 7) Has your business ever petitioned for bankruptcy protection? Please explain in detail.
- 8) How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization.
 - a) If your company is best described as a distributor/dealer/reseller (or similar entity), please provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned?
 - b) If your company is best described as a manufacturer or service provider, please describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?
- 9) If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.
- 10) Provide all “Suspension or Disbarment” information that has applied to your organization during the past ten years.
- 11) Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.

Industry Recognition & Marketplace Success

- 12) Describe any relevant industry awards or recognition that your company has received in the past five years.
- 13) Supply three references/testimonials from your customers who are eligible for Sourcewell membership. At a minimum, please include the entity's name, contact person, and phone number.
- 14) Provide a list of your top five governmental or educational customers (entity name is optional), including entity type, the state the entity is located in, scope of the projects, size of transactions, and dollar volumes from the past three years.
- 15) Indicate separately what percentages of your sales are to the government and education sectors in the past three years?
- 16) List any state or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?
- 17) List any GSA contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?

Proposer's Ability to Sell and Deliver Service Nationwide

- 18) Describe your company's capability to meet Sourcewell Member's needs across the country. Your response should address at least the following areas.
 - a) Sales force.
 - b) Dealer network or other distribution methods.
 - c) Service force.Please include details, such as the locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.
- 19) Describe in detail the process and procedure of your customer service program, if applicable. Please include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.
- 20)
 - a) Identify any geographic areas of the United States that you will NOT be fully serving through the proposed contract.
 - b) Identify any Sourcewell Member sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Please explain your answer. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?
- 21) Define any specific contract requirements or restrictions that would apply to our Members in Hawaii and Alaska and in US Territories.

Marketing Plan

- 22) If you are awarded a contract, how will you train your sales management, dealer network, and direct sales teams (whichever apply) to ensure maximum impact? Please include how you will communicate your Sourcewell pricing and other contract detail to your sales force nationally.
- 23) Describe your marketing strategy for promoting this contract opportunity. Please include representative samples of your marketing materials in electronic format.
- 24) Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.

- 25) In your view, what is Sourcewell’s role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?
- 26) Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.

Value-Added Attributes

- 27) Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell Members. Please include details, such as whether training is standard or optional, who provides training, and any costs that apply.
- 28) Describe any technological advances that your proposed products or services offer.
- 29) Describe any “green” initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.
- 30) Describe any Women or Minority Business Entity (WMBE) or Small Business Entity (SBE) certifications that your company or hub partners have obtained.
- 31) What unique attributes does your company, your products, or your services offer to Sourcewell Members? What makes your proposed solutions unique in your industry as it applies to Sourcewell members?
- 32) Identify your ability and willingness to provide your products and services to Sourcewell member agencies in Canada.
- 33) Sourcewell Members may intend to use funds from a federal grant or contract under the Federal Emergency Management Agency (FEMA). In that event, state your ability and willingness to complete, execute, and provide the “Required FEMA Terms and Conditions Certification” form attached as Appendix D to the RFP.

NOTE: Questions regarding Payment Terms, Warranty, Products/Equipment/Services, Pricing and Delivery, and Industry Specific Items are addressed on Form P.

Signature: _____ Date: _____



PROPOSER INFORMATION

Company Name: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Toll-Free Number: _____ E-mail: _____

Website Address: _____

COMPANY PERSONNEL CONTACTS

Authorized signer for your organization

Name: _____

Email: _____ Phone: _____

The person identified here must have proper signing authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer.

Who prepared your RFP response?

Name: _____ Title: _____

Email: _____ Phone: _____

Who is your company's primary contact person for this proposal?

Name: _____ Title: _____

Email: _____ Phone: _____

Other important contact information

Name: _____ Title: _____

Email: _____ Phone: _____

Name: _____ Title: _____

Email: _____ Phone: _____

Form C

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,
AND SOLUTIONS REQUEST**



Company Name: _____

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by Sourcewell or included in the final contract. Sourcewell will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification		Exception	Sourcewell ACCEPTS

Proposer's Signature: _____ Date: _____

Sourcewell's clarification on exceptions listed above:

**Contract Award
RFP #030619**



FORM D

Formal Offering of Proposal
(To be completed only by the Proposer)

AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES

In compliance with the Request for Proposal (RFP) for AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: _____ Date: _____

Company Address: _____

City: _____ State: _____ Zip: _____

CAGE Code/DUNS: _____

Contact Person: _____ Title: _____

Authorized Signature: _____
(Name printed or typed)

FORM E

CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by Sourcewell if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

Sourcewell Contract #: 030619-XXX

Proposer's full legal name: TBD

Based on Sourcewell's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by Sourcewell.

The effective date of the Contract will be MM DD, YYYY and will expire on MM DD, YYYY (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the Sourcewell Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at Sourcewell's discretion.

Sourcewell Authorized Signatures:

SOURCEWELL DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)

SOURCEWELL EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coauette
(NAME PRINTED OR TYPED)

Awarded on MM DD, YYYY

Sourcewell Contract # 030619-XXX

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name _____

Authorized Signatory's Title _____

VENDOR AUTHORIZED SIGNATURE

(NAME PRINTED OR TYPED)

Executed on _____, 20__

Sourcewell Contract # 030619-XXX



Form F

PROPOSER ASSURANCE OF COMPLIANCE

Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to Sourcewell members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of Sourcewell, or any person, firm, or corporation under contract with Sourcewell, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.
4. The Proposer will, if awarded a Contract, provide to Sourcewell Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
7. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify Sourcewell for reasonable measures that Sourcewell takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

E-mail Address: _____

Authorized Signature: _____

Authorized Name (printed): _____

Title: _____

Date: _____

Notarized

Subscribed and sworn to before me this _____ day of _____, 20 _____

Notary Public in and for the County of _____ State of _____

My commission expires: _____

Signature: _____



Form G

OVERALL EVALUATION AND CRITERIA

For the Proposed Subject AIRPORT RUNWAY AND EMERGENCY EQUIPMENT WITH RELATED ACCESSORIES

Conformance to RFP Terms and Conditions	50	
Financial Viability and Marketplace Success	75	
Ability to Sell and Deliver Service Nationwide	100	
Marketing Plan	50	
Value-Added Attributes	75	
Warranty	50	
Depth and Breadth of Offered Products and Related Services	200	
Pricing	400	
TOTAL POINTS	1000	

Reviewed by: _____ Its _____
_____ Its _____



Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: _____

Questionnaire completed by: _____

Payment Terms and Financing Options

- 1) What are your payment terms (e.g., net 10, net 30)?
- 2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?
- 3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to Sourcewell. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell Members' purchase orders.
- 4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell Members for using this process?

Warranty

- 5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.
 - Do your warranties cover all products, parts, and labor?
 - Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
 - Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
 - Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell Members in these regions be provided service for warranty repair?
 - Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
 - What are your proposed exchange and return programs and policies?
- 6) Describe any service contract options for the items included in your proposal.

Pricing, Delivery, Audits, and Administrative Fee

- 7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.
- 8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. (Keep in mind

that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

- 9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.
- 10) The pricing offered in this proposal is
 - _____ a. the same as the Proposer typically offers to an individual municipality, university, or school district.
 - _____ b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
 - _____ c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
 - _____ d. other than what the Proposer typically offers (please describe).
- 11) Describe any quantity or volume discounts or rebate programs that you offer.
- 12) Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.
- 13) Identify any total cost of acquisition costs that are **NOT** included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.
- 14) If travel expense, delivery or shipping is an additional cost to the Sourcewell Member, describe in detail the complete travel expense, shipping and delivery program.
- 15) Specifically describe those travel expense, shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.
- 16) Describe any unique distribution and/or delivery methods or options offered in your proposal.
- 17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.
- 18) Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor’s sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member’s cost of goods. (See RFP Section 6.29 and following for details.)

Industry-Specific Questions

- 19) Specifically describe any manufacturing processes or material specification-related attributes that differentiate your offering from your competitors.
- 20) Are your products part of the AIP program (Airport Improvement Program)?
- 21) Provide any market data or research supporting the longevity or reliability of your proposed solutions.
- 22) If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.

Signature: _____ Date: _____



10 PRE-SUBMISSION CHECKLIST

Check when Completed	Contents of Your Bid Proposal	Hard Copy Required Signed and Dated	Electronic Copy Required – Flash Drive or CD
	Form A: Proposer Questionnaire with all questions answered completely	X – signature page only	X
	Form B: Proposer Information		X
	Form C: Exceptions to Proposal, Terms, Conditions, and Solutions Request	X	X
	Form D: Formal Offering of Proposal	X	X
	Form E: Contract Acceptance and Award		X
	Form F: Proposers Assurance of Compliance	X	X
	Form P: Proposer Questionnaire with all questions answered completely	X – signature page only	X
	Certificate of Insurance with \$1.5 million coverage	X	X
	Copy of all RFP Addendums issued by Sourcewell	X	X
	Pricing for all Products/Equipment/Services within the RFP being proposed		X
	Entire Proposal submittal including signed documents and forms		X
	All forms in the Hard Copy Required Signed and Dated should be inserted in the front of the submitted response, unbound		
	Package containing your proposal labeled and sealed with the following language: “Competitive Proposal Enclosed, Hold for Public Opening XX-XX-XXXX”		
	Response Package mailed and delivered prior to deadline to: Sourcewell, 202 12 th St NE, PO Box 219 Staples, MN 56479		

11 SOURCEWELL VENDOR PRICE AND PRODUCT CHANGE REQUEST FORM

Section 1. Instructions for Vendor

Requests for product or service changes, additions, or deletions will be considered at any time throughout the awarded contract term. All requests must be made in writing by completing sections 2, 3, and 4 of this Sourcewell Price and Product Change Request Form and signed by an authorized Vendor representative in section 5. All changes are subject to review by the Sourcewell Procurement Manager and to approval by Sourcewell's Chief Procurement Officer. Submit request through email to your assigned Sourcewell Contract Administrator.

Sourcewell will determine whether the request is 1) within the scope of the original RFP, and 2) in the best interests of Sourcewell and Sourcewell Members. Approved Price and Product Change Request Forms will be signed and emailed to the Vendor contact.

The Vendor must complete this change request form and individually list or attach all items or services subject to change, must provide sufficiently detailed explanation and documentation for the change, and must include a complete restatement of pricing documentation in an appropriate format (preferably Microsoft® Excel®). The pricing document must identify all products and services being offered and must conform to the following Sourcewell product/price change naming convention: (Vendor Name) (Sourcewell Contract #) (effective pricing date); for example, "Acme Widget Company #012416-AWC eff. 01-01-2017."

NOTE: New pricing restatements must include all products and services offered regardless of whether their prices have changed and must include a new "effective date" on the pricing documents. This requirement reduces confusion by providing a single, current pricing sheet for each Vendor and creates a historical record of pricing.

ADDITIONS. New products and related services may be added to a contract if such additions are within the scope of the original RFP.

DELETIONS. New products and related services may be deleted from a contract if, for example, they are no longer available or have been modified to a point where they are outside the scope of the RFP.

PRICE CHANGES: Vendors may request price changes if they provide sufficient rationale for the change. For example, a Vendor that manufactures products that require substantial petroleum-related material might request a 3% price increase because of a 20% increase in petroleum costs.

Price decreases: Sourcewell expects Vendors to propose their very best prices and anticipates that price reductions might occur because of improved technologies or marketplace efficiencies.

Price increases: Acceptable price increases typically result from specific Vendor cost increases. The Vendor must include reasonable justification for the price increase and must not, for example, offer merely generalized statements about an increase in a cost-of-living index. Appropriate documentation should be attached to this form, including such items as letters from suppliers announcing price increases.

Refer to the RFP for complete "Pricing" details.

Section 2. Vendor Name and Type of Change Request

AWARDED VENDOR NAME:

SOURCEWELL CONTRACT
NUMBER:

CHECK ALL CHANGES THAT APPLY:

- Adding Products/Services
- Deleting Products/Services
- Price Increase
- Price Decrease

Section 3. Detailed Explanation of Need for Changes

List the products and/or services that are changing or being added or deleted from the previous contract price list, along with the percentage change for each item or category. (Attach a separate, detailed document if changing more than 10 items.)

--	--

Provide a general statement and documentation explaining the reasons for these price and/or product changes.
EXAMPLES: 1) "All pricing for paper products and services are increased 5% because of increased raw material and transportation costs (see attached documentation of fuel and raw materials increase)." 2) "The 6400 series floor polisher is being added to the product list as a new model, replacing the 5400 series. The 6400 series 3% increase reflects technological changes that improve the polisher's efficiency and useful life. The 5400 series is now included in the "Hot List" at a 20% discount from the previous pricing until the remaining inventory is liquidated."

--	--

If adding products, state how these are within the scope of the original RFP.

--	--

If changing prices or adding products or services, state how the pricing is consistent with existing Sourcewell contract pricing.

--	--

Section 4. Complete Restatement of Pricing Submitted

A COMPLETE restatement of the pricing, including all new and existing products and services is attached and has been emailed to the Vendor's Contract Administrator.

Yes No

Section 5. Signatures

Vendor Authorized Signature

Date

Print Name and Title of Authorized Signer

Jeremy Schwartz
Sourcewell Director of Cooperative Contracts and Procurement/CPO

Date



Appendix A

Sourcewell on behalf of itself and its current and potential Member agencies, which includes all governmental, higher education, K-12 education, not-for-profit, tribal governmental, and all other public agencies located in all fifty states, Canada, and internationally, issues this Request For Proposal (RFP) to result in a national contract solution.

For your reference, the links below include some, but not all, of the entities included in this proposal.

http://www.usa.gov/Agencies/Local_Government/Cities.shtml

<http://nces.ed.gov/globallocator/>

https://www.census.gov/2010census/partners/pdf/FIPS_StateCounty_Code.pdf

<http://nccs.urban.org/sites/all/nccs-archive/html//PubApps/search.php>

<https://www.usa.gov/tribes#item-37647>

<http://www.usa.gov/Agencies/State-and-Territories.shtml>

[Oregon](#)

[Hawaii](#)

[Washington](#)



Appendix B - Political Subdivision List
for HI, ID, OR, SC, UT, WA

Hawaii	Idaho	Oregon	South Carolina	Utah	Washington
County	County	County	County	County	County
Hawaii County	Ada County	Baker County	Abbeville County	Beaver County	Adams County
Kauai County	Adams County	Benton County	Alben County	Box Elder County	Asotin County
Maua County	Banock County	Central Oregon Intergovernmental Council	Allendale County	Cache County	Benton County
Municipality	Bear Lake County	Clackamas County Service District No. 1	Anderson County	Carbon County	Chelan County
City and County of Honolulu	Benewah County	Clatsop County	Barnwell County	Daggett County	Clallam County
Higher Education	Bingham County	Columbia County	Brazoria County	Davis County	Clark County
Hawaii Community College	Blaine County	Coos County	Breathitt County	Duchesne County	Columbia County
Honolulu Community College	Bonner County	Cook County	Berkley County	Duchesne County Special Service District No. 2	Cowlitz County
University of Hawaii	Bonneville County	Curry County	Calhoun County	Emery County	Douglas County
University of Hawaii Research Corporation	Boundary County	Deschutes County	Catawba Regional Council of Governments	Five County Association of Governments	Ferry County
Windward Community College	Butte County	Douglas County	Central Midlands Council of Governments	Franklin County	Franklin County
Education (K-12)	Camas County	Gilliam County	Charleston County	Garfield County	Garfield County
Hanalei Schools	Canyon County	Grant County	Cherokee County	Grand County	Grant County
Kamehameha Schools	Caribou County	Harney County	Chester County	Iron County	Grant County
Special District	Cassia County	Hood River County	Chesterfield County	Juab County	Grays Harbor County
Hawaii Community Development Authority	Clark County	Jackson County	Clarendon County	Kane County	Island County
Hawaii Public Housing Authority	Clearwater County	Jefferson County	Colleton County	Millard County	Jefferson County
Hawaii Tourism Authority	Custer County	Josephine County	Darlington County	Morgan County	King County
Honolulu Authority for Rapid Transportation	Elmore County	Klamath County	Dillon County	Platte County	King County Directors' Association
Natural Energy Laboratory of Hawaii Authority	Franklin County	Lake County	Dorchester County	Rich County	Kittapp County
State	Fremont County	Lane Council of Governments	Edgeland County	Salt Lake County	Kittitas County
Hawaii Department of Accounting and General Services	Gem County	Lane County	Fairfield County	San Juan County	Klickitat County
Hawaii Department of Finance and Administration	Gooding County	Lincoln County	Florence County	Sanpete County	Lewis County
Hawaii Department of Health	Idaho County	Linn County	Georgetown County	Sevier County	Lincoln County
Hawaii Employer-Union Health Benefits Trust Fund	Jefferson County	Malheur County	Greenwood County	Summit County	Mason County
Hawaii Health Systems Corporation	Jerome County	Marion County	Greenwood County	Tooele County	Okanogan County
State Of Hawaii	Kootenai County	Marion County Housing Authority	Hampden County	Uintah County	Pacific County
	Latah County	Morrow County	Horry County	Utah County	Pend Oreille County
	Lemhi County	Multnomah County	Jasper County	Wasatch County	Pierce County
	Lewis County	Polk County	Kershaw County	Washington County	San Juan County
	Lincoln County	Sherman County	Lancaster County	Weber County	Skagit County
	Madison County	Tillamook County	Laurens County	Municipality	Skamania County
	Minidoka County	Umatilla County	Lee County	Centerfield City	Snohomish County
	Nez Perce County	Union County	Leongton County	Centerfield City	SpoKane County
	Oneida County	Wallowa County	Lower Savannah Council of Governments	City of Alpine City	Stevens County
	Owyhee County	Wasco County	Marion County	City of American Fork	Thurston County
	Payette County	Washington County	Marlboro County	City of Aurora	Thurston Regional Planning Council
	Power County	Wheeler County	McCormick County	City of Ballard	Wahakum County
	Shoshone County	Yamhill County	Newberry County	City of Beaver	Walla Walla County
	Teton County	Municipality	Oconee County	City of Blanding	Whatcom County
	Twin Falls County	City of Adair Village	Orangeburg County	City of Bluffdale	Whitman County
	Valley County	City of Adrian	Pickens County	City of Bountiful	Yakima County
	Washington County	City of Albany	Richland County	City of Brigham	Yakima County Public Services
	Municipality	City of Amity	Saluda County	City of Castle Dale	Yakima Valley Conference of Governments
	City of Aberdeen	City of Arlington	Spartenburg County	City of Cedar City	Municipality
	City of Albion	City of Astoria	Sumter County	City of Cedar Hills	City of Aberdeen
	City of American Falls	City of Astoria	Union County	City of Casterville	City of Airway Heights
	City of Ammon	City of Athena	Williamsburg County	City of Clearfield	City of Algona
	City of Arco	City of Aumsville	York County	City of Clinton	City of Anacortes
	City of Arimo	City of Aurora	Municipality	City of Coalville	City of Arlington
	City of Ashton	City of Baker City	City of Abbeville	City of Colorado City	City of Asotin
	City of Athol	City of Banks	City of Aiken	City of Cottonwood Heights	City of Auburn
	City of Atomic City	City of Bay City	City of Anderson	City of Delta	City of Bainbridge Island
	City of Bancroft	City of Beaverton	City of Barnwell	City of Draper	City of Battle Ground
	City of Bellevue	City of Bend	City of Beaufort	City of Duchesne	City of Bellevue
	City of Blackfoot	City of Boardman	City of Belton	City of East Carbon	City of Bellingham
	City of Bliss	City of Brookings	City of Bennettsville	City of Elk Ridge	City of Benton City
	City of Bloomington	City of Brownsville	City of Bishopville	City of Elmo	City of Bingen
	City of Boise	City of Burns	City of Bluffton	City of Lenoir	City of Black Diamond
	City of Bonners Ferry	City of Canby	City of Charleston	City of Enterprise	City of Blaine
	City of Bovill	City of Cannon Beach	City of Chester	City of Ephraim	City of Bonney Lake
	City of Buhl	City of Canyonville	City of Chesnee	City of Escalante	City of Bothell
	City of Burley	City of Carlton	City of Clemson	City of Eureka	City of Bremerton
	City of Caldwell	City of Cascade Locks	City of Clinton	City of Fairview	City of Brewster
	City of Cambridge	City of Cave Junction	City of Columbia	City of Farmington	City of Bridgeport
	City of Carey	City of Central Point	City of Conway	City of Fair West	City of Brier
	City of Cascade	City of Chiloquin	City of Darlington	City of Ferron	City of Buckley
	City of Castleford	City of Clatskanie	City of Denmark	City of Fillmore	City of Burien
	City of Challis	City of Coburg	City of Dillon	City of Fountain Green	City of Burlington
	City of Chubbuck	City of Clifton	City of Eastley	City of Fruit Heights	City of Camas
	City of Clayton	City of Coos Bay	City of Florence	City of Garland	City of Carnation
	City of Clifton	City of Coquille	City of Folly Beach	City of Grantsville	City of Cashmere
	City of Coeur d'Alene	City of Cornhus	City of Forest Acres	City of Green River	City of Castle Rock
	City of Council	City of Crouch	City of Fountain Inn	City of Gunnison	City of Centralia
	City of Cragmont		City of Gaffney	City of Harrisville	City of Chehalis
	City of Crouch		City of Georgetown	City of Heber City	City of Chelan
				City of Cheney	City of Chelan
				City of Chewelah	City of Chewelah

Hawaii	Idaho	Oregon	South Carolina	Utah	Washington
	City of Culebasac	City of Cottage Grove	City of Goose Creek	City of Harriman	City of Clarkston
	City of Dalton Gardens	City of Cove	City of Greenwood	City of Highland	City of Cle Elum
	City of Dayton	City of Creswell	City of Greer	City of Hildale	City of Clyde Hill
	City of Deary	City of Culver	City of Hannah	City of Holiday	City of Colfax
	City of Dietrich	City of Dallas	City of Hardeeville	City of Honeyville	City of College Place
	City of Donnelly	City of Damascus	City of Hartsville	City of Hooper	City of Colville
	City of Dover	City of Dayton	City of Inman	City of Huntington	City of Connell
	City of Downey	City of Dayville	City of Isle of Palms	City of Hurricane	City of Cosmopolis
	City of Driggs	City of Depoe Bay	City of Johnsonville	City of Hyde Park	City of Covington
	City of Dubois	City of Detroit	City of Lake City	City of Hyrum	City of Davenport
	City of Eagle	City of Donald	City of Lancaster	City of Idms	City of Dayton
	City of Eden	City of Drain	City of Landrum	City of Kansas	City of Deer Park
	City of Elk River	City of Dundee	City of Laurens	City of Kanab	City of Des Moines
	City of Emmett	City of Dunes City	City of Liberty	City of Kaysville	City of DuPont
	City of Fairfield	City of Durham	City of Lenoir	City of La Verkin	City of Duvall
	City of Fernan Lake Village	City of Eagle Point	City of Lewis	City of Layton	City of East Wenatchee
	City of Filer	City of Echo	City of Manning	City of Lehi	City of Edgewood
	City of Firth	City of Egin	City of Mauldin	City of Lewiston	City of Edmonds
	City of Franklin	City of Enterprise	City of Mullins	City of London	City of Electric City
	City of Fruitland	City of Estacada	City of Myrtle Beach	City of Logan	City of Elensburg
	City of Garden City	City of Eugene	City of New Ellenton	City of Manti	City of Eima
	City of Genesee	City of Fairview	City of North Augusta	City of Mapleton	City of Entiat
	City of Georgetown	City of Falls City	City of North Charleston	City of Marriott-Slaterville	City of Enumclaw
	City of Glenns Ferry	City of Florence	City of North Myrtle Beach	City of Mendon	City of Ephrata
	City of Gooding	City of Forest Grove	City of Orangeburg	City of Midvale	City of Everett
	City of Grace	City of Fossil	City of Pickens	City of Midway	City of Everson
	City of Grand View	City of Garibaldi	City of Rock Hill	City of Millford	City of Federal Way
	City of Grangeville	City of Gaston	City of Seneca	City of Millville	City of Ferndale
	City of Greenleaf	City of Gates	City of Simpsonville	City of Moab	City of File
	City of Hagaman	City of Gaithart	City of Spartanburg	City of Mona	City of Fircrest
	City of Hailey	City of Gervais	City of Sumter	City of Monticello	City of Forks
	City of Hansen	City of Gladstone	City of Tega Cay	City of Morgan	City of George
	City of Harrison	City of Glendale	City of Travelers Rest	City of Moroni	City of Gig Harbor
	City of Hayden	City of Gold Beach	City of Union	City of Mt. Pleasant City	City of Gold Bar
	City of Hazelton	City of Gold Hill	City of Waltham	City of Murray	City of Goldendale
	City of Heyburn	City of Grants Pass	City of Walhalla	City of Myton	City of Grand Coulee
	City of Hollister	City of Greenhorn	City of Walterboro	City of Naples	City of Grandview
	City of Homedale	City of Gresham	City of Wellford	City of Nephis	City of Granger
	City of Hope	City of Haines	City of West Columbia	City of Nibley	City of Granite Falls
	City of Horseshoe Bend	City of Halfway	City of Westminster	City of North Logan	City of Harrison
	City of Huettner	City of Halsey	City of Woodruff	City of North Ogden	City of Hoquiam
	City of Idaho City	City of Happy Valley	City of York	City of North Salt Lake	City of Ilwaco
	City of Idaho Falls	City of Harrisburg	Town of Altendale	City of Oakley	City of Issaquah
	City of Inkom	City of Helix	Town of Andrews	City of Oakes	City of Kahlotus
	City of Island Park	City of Heppner	Town of Atlantic Beach	City of Orem	City of Kalama
	City of Jerome	City of Hermiston	Town of Awendaw	City of Orangeville	City of Kelso
	City of Juliaetta	City of Hillsboro	Town of Aynor	City of Orem	City of Kenmore
	City of Kamama	City of Hood River	Town of Batesburg-Leesville	City of Panguitch	City of Kennewick
	City of Kallaga	City of Hubbard	Town of Bethune	City of Park City	City of Kent
	City of Kendrick	City of Huntington	Town of Blackburg	City of Parowan	City of Kettle Falls
	City of Ketchum	City of Idaho	Town of Blackville	City of Payson	City of Krieger
	City of Kimberley	City of Imbler	Town of Blenheim	City of Perry	City of Kulas
	City of Koochka	City of Independence	Town of Bluffton	City of Plain City	City of La Center
	City of Kuna	City of Irigon	Town of Blythwood	City of Pleasant Grove	City of Lacey
	City of Lapwai	City of Island City	Town of Bowman	City of Lake Forest Park	City of Lake Stevens
	City of Lava Hot Springs	City of Jacksonville	Town of Branchville	City of Price	City of Lakeview
	City of Lewiston	City of Jefferson	Town of Brantcliffe Acres	City of Providence	City of Langley
	City of Mackay	City of John Day	Town of Brunson	City of Provo	City of Leavenworth
	City of Malad City	City of Johnson City	Town of Calhoun Falls	City of Richmond	City of Liberty Lake
	City of Marsing	City of Joseph	Town of Cameron	City of River Heights	City of Long Beach
	City of McCall	City of Junction City	Town of Campobello	City of Riverdale	City of Longview
	City of McCammon	City of Keizer	Town of Central	City of Riverton	City of Lynden
	City of Meba	City of King City	Town of Chapin	City of Roosevelt	City of Lynnwood
	City of Mesan	City of Klamath Falls	Town of Cheraw	City of Roy	City of Nasion
	City of Meridian	City of La Grande	Town of Chesterfield	City of Salem	City of Maple Valley
	City of Middleton	City of La Pine	Town of Clio	City of Salina	City of Marysville
	City of Midvale	City of Lafayette	Town of Clover	City of Salt Lake City	City of Mattawa
	City of Moscow	City of Lake Oswego	Town of Cottageville	City of Sandy	City of McCleary
	City of Mountain Home	City of Lakeside	Town of Coward	City of Santa Clara	City of Medical Lake
	City of Mullan	City of Lebanon	Town of Cowpens	City of Saratoga	City of Medina
	City of Murtaugh	City of Lincoln City	Town of Denmark	City of Saratoga Springs	City of Mercer Island
	City of Nampa	City of Lonerock	Town of Donalds	City of Smithfield City	City of Mesa
	City of New Meadows	City of Lostine	Town of Due West	City of South Jordan	City of Mill Creek
	City of New Plymouth	City of Lowell	Town of Duncan	City of South Ogden	City of Milton
	City of Newdale	City of Lyons	Town of Eastover	City of South Salt Lake City	City of Monroe
	City of Newport	City of Madras	Town of Edgely	City of Spanish Fork	City of Morton
	City of Nodus	City of Malin	Town of Edisto Beach	City of Spring City	City of Moses Lake
	City of Orofino	City of Manzanita	Town of Elgin	City of Springville	City of Mossyrock
	City of Osburn	City of Maupon	Town of Ellora	City of St. George	City of Mountlake Terrace
	City of Parker	City of McMinville	Town of Estill	City of Sunset	City of Moabe
	City of Parma	City of Medford	Town of Eutawville	City of Syracuse	City of Mt. Vernon
	City of Paul	City of Mettous	Town of Fairfax	City of Taysville	City of Mukilteo
	City of Payette	City of Mill City	Town of Ft. Mill	City of Tooele	City of Napavine
	City of Pierce	City of Millersburg	Town of Gaston	City of Toquerville	City of Newcastle
	City of Pinehurst	City of Milton-Freewater	Town of Gifford	City of Tremonton	City of Newport
	City of Plummer	City of Milwaukie	Town of Gilbert	City of Tropic	City of Nooksack
	City of Pocatello	City of Molalla	Town of Gosan	City of Uintah	City of Normandy Park
	City of Ponderay	City of Monmouth	Town of Gray Court	City of Venail	City of North Bend
	City of Post Falls	City of Monument	Town of Great Falls	City of Washington	City of North Bonneville
	City of Polatch	City of Moro	Town of Greeleyville	City of Washington Terrace	City of Oak Harbor
	City of Preston	City of Mosier	Town of Hampton	City of Wellington	City of Oakville
	City of Priest River	City of Mt. Angel			City of Ocean Shores
	City of Rathdrum				
	City of Reubens				

Hawaii

Idaho

City of Reburg
 City of Richfield
 City of Rigby
 City of Riggs
 City of Riverton
 City of Roberts
 City of Rockland
 City of Rupert
 City of Salmon
 City of Sandpoint
 City of Shafter
 City of Shoshone
 City of Smelterville
 City of Soda Springs
 City of Spirit Lake
 City of St. Anthony
 City of St. Charles
 City of Stanley
 City of Star
 City of Stites
 City of Sugar City
 City of Sun Valley
 City of Tensed
 City of Tetona
 City of Troy
 City of Twin Falls
 City of Ucon
 City of Victor
 City of Wallace
 City of Weippe
 City of Wesar
 City of Wendell
 City of Weston
 City of White Bird
 City of Wilder
 City of Winchester
Higher Education
 Boise State University
 College of Southern Idaho
 College of Western Idaho
 Eastern Idaho Technical College
 Idaho Division of Professional Technical Education
 Idaho State University
 Lewis-Clark State College
 North Idaho College
 University of Idaho
Education (R-12)
 Aberdeen School District No. 58
 Arbon Elementary School District No. 383
 Avery School District
 Basin School District No. 72
 Bear Lake County School District No. 33
 Bear Lake School District No. 33
 Blackfoot School District No. 55
 Blaine County School District No. 61
 Bliss Joint School District No. 234
 Bonanza Joint School District No. 93
 Boundary County School District No. 101
 Bruneau Grand View Joint School District
 Buhl Joint School District No. 412
 Caldwell School District No. 111
 Caldwell School District No. 132
 Camas County School District No. 121
 Cambridge School District
 Cascade School District No. 422
 Cassia County Joint School District No. 151
 Castleford Joint School District No. 417
 Challis Joint School District No. 181
 Clark County School District No. 161
 Coeur d'Alene School District No. 271
 Cottonwood Joint School District No. 242
 Council School District No. 13
 Culeiac Joint School District No. 342
 Dietrich School District No. 314
 Emmett Independent School District No. 221
 Filer School District No. 413
 Firth School District No. 59
 Fremont County School District No. 215
 Fruitland School District No. 373
 Garden Valley School District
 Genesee Joint School District No. 282
 Glenns Ferry Joint School District No. 192
 Gooding Joint School District No. 231
 Grace Joint School District No. 148
 Hagerman Joint School District No. 233
 Hansen School District No. 415
 Highland Joint School District No. 305
 Homedale School District No. 370
 Horseshoe Bend School District No. 73
 Idaho Falls School District No. 91
 Independent School District of Boise City
 Jefferson County School District No. 251
 Jerome Joint School District No. 261
 Joint School District No. 2

Oregon

City of Mt. Vernon
 City of Myrtle Creek
 City of Myrtle Point
 City of Nehalem
 City of Newberg
 City of Newport
 City of North Bend
 City of North Plains
 City of North Powder
 City of Nyssa
 City of Oakland
 City of Oakridge
 City of Ontario
 City of Oregon City
 City of Paisley
 City of Pendleton
 City of Philomath
 City of Phoenix
 City of Pilot Rock
 City of Port Orford
 City of Portland
 City of Powers
 City of Prairie City
 City of Prineville
 City of Rainier
 City of Redmond
 City of Reedsport
 City of Richland
 City of Riddle
 City of Rockaway Beach
 City of Rogue River
 City of Roseburg
 City of Rufus
 City of Salem
 City of Sandy
 City of Scappoose
 City of Seas
 City of Scotts Mills
 City of Seaside
 City of Seneca
 City of Shady Cove
 City of Sheridan
 City of Sherwood
 City of Siletz
 City of Silverton
 City of Sisters
 City of Sodaville
 City of Spray
 City of Springfield
 City of St. Helens
 City of St. Paul
 City of Stanfield
 City of Stayton
 City of Sublimity
 City of Sumpter
 City of Sutherlin
 City of Sweet Home
 City of Talent
 City of Tangent
 City of The Dalles
 City of Tigard
 City of Tillamook
 City of Toledo
 City of Troutdale
 City of Tualatin
 City of Turner
 City of Ukiah
 City of Umatilla
 City of Union
 City of Unity
 City of Vale
 City of Veneta
 City of Vernonia
 City of Waldport
 City of Wellpough
 City of Warrenton
 City of Wasco
 City of West Linn
 City of Westfir
 City of Weston
 City of Wheeler
 City of Willamina
 City of Wilsonville
 City of Winston
 City of Wood Village
 City of Woodburn
 City of Yachats
 City of Yamhill
 City of Yoncalla
 Town of Bonanza
 Town of Butte Falls
 Town of Canyon City
 Town of Lakeview
 Town of Lexington

South Carolina

Town of Harleyville
 Town of Heath Springs
 Town of Hemingway
 Town of Hilda
 Town of Hilton Head Island
 Town of Hodges
 Town of Holly Hill
 Town of Hollywood
 Town of Honka Path
 Town of Irmo
 Town of Iva
 Town of Jackson
 Town of James Island
 Town of Jamestown
 Town of Jefferson
 Town of Jenkinsville
 Town of Johnston
 Town of Jonesville
 Town of Kershaw
 Town of Kiawah Island
 Town of Kingstree
 Town of Lake View
 Town of Lamar South Carolina
 Town of Lane
 Town of Latta
 Town of Lexington
 Town of Lincolnville
 Town of Little Mountain
 Town of Lockhart
 Town of Lyman
 Town of Lynchburg
 Town of Mayesville
 Town of McBee
 Town of McClellanville
 Town of McCall
 Town of McCormick
 Town of Meggett
 Town of Moncks Corner
 Town of Mt. Pleasant
 Town of Neeses
 Town of New Ellenton
 Town of Nichols
 Town of Ninety Six
 Town of Norris
 Town of North
 Town of Norway
 Town of Olatia
 Town of Pacolet
 Town of Pageland
 Town of Pamplico
 Town of Patrick
 Town of Pawleys Island
 Town of Pelton
 Town of Pelzer
 Town of Pendleton
 Town of Perry
 Town of Port Royal
 Town of Prosperity
 Town of Ravenel
 Town of Redville
 Town of Ridge Spring
 Town of Ridgepland
 Town of Ridgeville
 Town of Ridgeway
 Town of Saint Matthews
 Town of Saint Stephen
 Town of Salem
 Town of Salley
 Town of Saluda
 Town of Santee
 Town of Scranton
 Town of Seabrook Island
 Town of Sellers
 Town of Sharon
 Town of Six Mile
 Town of Snelling
 Town of Society Hill
 Town of South Congaree
 Town of Springdale
 Town of St. Matthews
 Town of Stuckey
 Town of Sullivan's Island
 Town of Summerton
 Town of Sumnerville
 Town of Sumter
 Town of Surfside Beach
 Town of Swansea
 Town of Timmonsville
 Town of Trenton
 Town of Turbeville
 Town of Ulmer
 Town of Varnville
 Town of Wagener

Utah

City of Wellsville
 City of Wendover
 City of West Bountiful
 City of West Haven City
 City of West Jordan
 City of West Point
 City of West Valley City
 City of Willard
 City of Woodland Hills
 City of Woods Cross
 Town of Alta
 Town of Alton
 Town of Amalga
 Town of Anabella
 Town of Ansony
 Town of Apple Valley
 Town of Ballard
 Town of Bear River City
 Town of Bicknell
 Town of Big Water
 Town of Boulder
 Town of Brian Head
 Town of Bryce Canyon City
 Town of Cannonville
 Town of Castle Valley
 Town of Cedar Fort
 Town of Centerfield
 Town of Central Valley
 Town of Circleville
 Town of Clarkston
 Town of Clawson
 Town of Cleveland
 Town of Cornish
 Town of Daniel
 Town of Deweyville
 Town of Eagle Mountain
 Town of Elmo
 Town of Elmore
 Town of Elwood
 Town of Emery
 Town of Fairfield
 Town of Francis
 Town of Garden City
 Town of Genoa
 Town of Glendale
 Town of Glenwood
 Town of Goshen
 Town of Hanksville
 Town of Hatch
 Town of Henefer
 Town of Henrieville
 Town of Hildale
 Town of Hockley
 Town of Holden
 Town of Howell
 Town of Huntsville
 Town of Joseph
 Town of Junction
 Town of Kanab
 Town of Kanosh
 Town of Kingston
 Town of Koosharem
 Town of Leeds
 Town of Levan
 Town of Loa
 Town of Manila
 Town of Mantua
 Town of Marysvale
 Town of Meadow
 Town of Minersville
 Town of New Harmony
 Town of Newton
 Town of Ophir
 Town of Orderville
 Town of Paradise
 Town of Paragonah
 Town of Portage Utah
 Town of Randolph
 Town of Redmond
 Town of Rockville
 Town of Rocky Ridge
 Town of Rush Valley
 Town of Scipio
 Town of Scofield
 Town of Seagraves
 Town of Springdale
 Town of Stockton
 Town of Toquerville
 Town of Torrey
 Town of Trenton
 Town of Frisco
 Town of Vernalle
 Town of Vernon

Washington

City of Okanogan
 City of Olympia
 City of Omak
 City of Oroville
 City of Orting
 City of Othello
 City of Palouse
 City of Pasco
 City of Pateros
 City of Pomeroy
 City of Port Angeles
 City of Port Orchard
 City of Port Townsend
 City of Poulsbo
 City of Prosser
 City of Pullman
 City of Puyallup
 City of Quincy
 City of Rainier
 City of Raymond
 City of Redmond
 City of Renton
 City of Republic
 City of Richland
 City of Ridgefield
 City of Riverview
 City of Rock Island
 City of Roslyn
 City of Roy
 City of Royal City
 City of Sammamish
 City of SeaTac
 City of Seattle
 City of Sedro-Woolley
 City of Sequim
 City of Shelton
 City of Shoreline
 City of Snohomish
 City of Snoqualmie
 City of Soap Lake
 City of South Bend
 City of Spokane
 City of Spokane Valley
 City of Sprague
 City of Stanwood
 City of Stevenson
 City of Sultan
 City of Sumas
 City of Sumner
 City of Sunnyside
 City of Tacoma
 City of Tekoa
 City of Tenino
 City of Tieton
 City of Toledo
 City of Tonasket
 City of Toppanish
 City of Tulewa
 City of Tumwater
 City of Union Gap
 City of University Place
 City of Vader
 City of Vancouver
 City of Vainburg
 City of Walla Walla
 City of Wapato
 City of Warden
 City of Washougal
 City of Wenatchee
 City of West Richland
 City of Westport
 City of White Salmon
 City of Winlock
 City of Woodinville
 City of Woodland
 City of Yakima/Yakima County
 City of Yelm
 City of Zillah
 Consolidated Borough of Quil Ceda Village
 Grays Harbor Council of Governments
 Town of Almira
 Town of Beaux Arts Village
 Town of Buxada
 Town of Carbonado
 Town of Cathlamet
 Town of Clyde Hill
 Town of Colton
 Town of Concomly
 Town of Concrete
 Town of Coulee City
 Town of Coulee Dam
 Town of Coupeville

Hawaii

Idaho

Kamiah School District No. 304
 Kellogg Joint School District 391
 Kendrick Joint School District No. 283
 Kimberly School District No. 414
 Kootenai School District No. 274
 Kuna Joint School District No. 3
 Lake Pend Oreille School District No. 84
 Lakeview School District No. 272
 Lapwai School District No. 341
 Lewiston Independent School District No. 1
 Mackay School District No. 182
 Madison School District No. 321
 Marsh Valley Joint School District No. 21
 Marsing Joint School District No. 363
 McCall-Donnely Joint School District No. 421
 Meadows Valley School District No. 11
 Melba School District No. 136
 Middleton School District No. 134
 Midvale School District No. 433
 Minidoka County School District No. 331
 Moscow School District No. 281
 Mountain Home School District No. 193
 Mountain View School District No. 244
 Mullan School District 392
 Murtaugh Joint School District No. 418
 Nampa Christian Schools Inc.
 Nampa School District No. 131
 New Plymouth School District
 Nez Perce Joint School District No. 302
 North Gem School District No. 149
 Notus School District
 Oneida County School District No. 351
 Orofino Joint School District No. 171
 Parma School District No. 137
 Payette School District No. 371
 Plummer-Worley Joint School District No. 44
 Pocatello-Chubbuck School District No. 25
 Post Falls School District No. 273
 Pottlatch School District No. 285
 Preston Joint School District No. 201
 Richfield School District No. 316
 Ririe Joint School District No. 252
 Rockland School District No. 382
 Salmon River Joint School District No. 243
 Salmon School District No. 291
SPECIAL DISTRICTS
 Shoshone Joint School District No. 312
 Snake River School District
 Soda Springs Joint School District No. 150
 South Lemhi School District No. 292
 St. Maries Joint School District No. 41
 Sugar-Salem Joint District No. 322
 Swan Valley Elementary School District No. 33
 Swan Valley School District No. 92
 Teton County School District No. 401
 Three Creek Joint School District No. 416
 Troy School District No. 287
 Twin Falls School District No. 411
 Valley School District No. 262
 Vallivue School District No. 139
 Vis-Or Charter School District # 463
 Wallace School District No. 393
 Weiser School District No. 431
 Wendell School District No. 232
 West Bonner County School District No. 83
 West Jefferson School District No. 253
 West Side School District No. 202
 Whitepine Joint School District No. 288
 Wilder School District No. 133
Special District
 Ada County Emergency Medical Services District
 Ada County Highway District
 Adams County Recreation District
 Alhambra Water and Sewer District
 Albion Highway District
 Alpine Meadows Water and Sewer District
 American Falls Free Library District
 American Falls Housing Authority
 Atlanta Highway District
 Avery Water and Sewer District
 Avondale Irrigation District
 Bayview Water and Sewer District
 Bear Lake County Library District
 Bench Sewer District
 Benewah County Free Library District
 Big Canyon Fire District
 Blaine County Housing Authority
 Blaine County Recreation District
 Bliss Fire District
 Boise Basin Library District
 Boise City/Ada County Housing Authority
 Boise-Kang Irrigation District
 Bonneville County Fire District No. 1
 Bruneau Valley District Library

Oregon

Higher Education
 Blue Mountain Community College
 Central Oregon Community College
 Chemeketa Community College
 Clackamas Community College
 Clatsop Community College
 Columbia Gorge Community College
 Eastern Oregon University
 Klamath Community College District
 Lane Community College
 Linn-Benton Community College
 Mt. Hood Community College
 Oregon Coast Community College
 Oregon Department of Community Colleges and Workforce Development
 Oregon Health and Science University
 Oregon Institute of Technology
 Oregon State University
 Oregon State University, Oregon Agricultural Experiment Station
 Oregon University System
 Portland Community College
 Portland State University
 Reed College
 Rogue Community College
 Southern Oregon University
 Southern Oregon University Family Housing
 Southwestern Oregon Community College
 Tillamook Bay Community College
 Treasure Valley Community College
 Uniqua Community College
 University of Oregon
 Western Oregon University
Education (K-12)
 Adel School District 21
 Adrian School District
 Alsea School District No. 71
 Arroyo School District 41
 Annex School District 29
 Arlington School District No. 3
 Arocl School District No. 81
 Ashland School District No. 5
 Ashwood School District
 Astoria School District No. 10
 Athena-Weston School District No. 29U
 Baker School District No. 51
 Bandon School District
 Banks School District No. 13
 Beaverton School District No. 48
 Bend-La Pine Public Schools
 Bethel School District No. 57
 Blachly School District
 Blachly School District 90
 Brookings Harbor School District
 Camas Valley School District
 Canby School District No. 86
 Cascade School District No. 5
 Centennial School District No. 381
 Central Curry School District No. 1
 Central Linn School District
 Central Point School District No. 6
 Central School District No. 131
 Clackamas Education Service District
 Clatskanie School District No. 61
 Clatsop School District No. 53
 Columbia Gorge Education Service District
 Condon School District No. 251
 Coos Bay School District No. 9
 Coquille School District No. 8
 Corbett School District No. 39
 Corvallis School District No. 509
 Cove School District No. 15
 Crane Elementary School District
 Creswell School District No. 40
 Crook County School District
 Crow-Applegate-Lorane School District No. 66
 Culver School District No. 4
 Dallas School District No. 2
 David Douglas School District No. 40
 Dayton School District No. 8
 Dayville School District No. 161
 Douglas County School District
 Douglas Education Service District
 DuRoi School District No. 29
 Eagle Point School District No. 9
 Echo School District No. 5
 Elgin School District
 Elkhorn School District No. 34
 Enterprise School District No. 21
 Estacada School District No. 118
 Eugene School District No. 41
 Falls City School District
 Fern Ridge School District No. 281
 Forest Grove School District
 Fossil School District 211

South Carolina

Higher Education
 Aiken Technical College
 Beaufort Jasper Higher Education Commission
 Central Carolina Technical College
 Clemson University
 Coastal Carolina University
 College of Charleston
 Denmark Technical College
 Florence-Darlington Technical College
 Francis Marion University
 Greenville Technical College
 Horry-Georgetown Technical College
 Lander University
 Medical University of South Carolina
 Midlands Technical College
 Northeastern Technical College
 Orangeburg-Calhoun Technical College
 Piedmont Technical College
 South Carolina State Board for Technical and Comprehensive Education
 South Carolina State University
 South Carolina Technical College System
 Spartanburg Community College
 Technical College of the Lowcountry
 The Citadel
 Tri-County Technical College
 Trident Technical College
 University of South Carolina
 University of South Carolina, Aiken
 University of South Carolina, Lippstadt
 Williamsburg Technical College
 Winthrop University
 York Technical College
Education (K-12)
 Abbeville County School District
 Aiken County Public Schools
 Allendale County School District
 Anderson County School Districts 1 and 2 Career and Technology Center
 Anderson School District No. 1
 Anderson School District No. 2
 Anderson School District No. 3
 Anderson School District No. 4
 Anderson School District No. 5
 Bamberg School District No. 1
 Bamberg School District No. 2
 Barnwell School District No. 45
 Beaufort County School District
 Berkeley County School District
 Blackville-Hilda Public Schools
 Calhoun County School District
 Charleston County School District
 Cherokee County School District
 Chester County School District
 Chesterfield County School District
 Clarendon County School District No. 1
 Clarendon County School District No. 2
 Clarendon County School District No. 3
 Clover School District No. 2
 Colleton County School District
 Darlington County School District
 DeLila R-V School District
 Dillon County School District No. 1
 Dillon County School District No. 2
 Dillon County School District No. 3
 Dillon County School District No. 4
 Doerose Of Charleston Schools
 Dorchester School District No. 2
 Dallas School District No. 2
 Edgelynn County Schools
 Fairfield County School District
 Florence County School District No. 1
 Florence County School District No. 2
 Florence County School District No. 3
 Florence County School District No. 4
 Florence County School District No. 5
 Ft. Mill School District No. 4
 Georgetown County School District
 Greenville County School District
 Greenwood School District No. 50
 Greenwood School District No. 52
 Hampton County School District No. 7
 Hampton School District No. 1
 Horry County School
 Jasper County School District
 John De la Howe School District
 Kershaw County School District

Utah

Town of Vineyard
 Town of Virgin
 Town of Wales
 Town of Wallburg
 Uintah Basin Association of Governments
Higher Education
 College of Eastern Utah
 Davis Applied Technology College
 Dixie Applied Technology College
 Dixie State University
 Mountainland Applied Technology College
 Rocky Mountain University of Health Professions
 Salt Lake Community College
 Snow College
 Southern Utah University
 Tooele Applied Technology College
 Uintah Basin Applied Technology College
 University of Utah
 University of Utah Hospitals and Clinics
 Utah State University
 Utah System of Higher Education
 Utah Valley University
 Weber State University
Education (K-12)
 Alpine School District
 Beaver County School District
 Box Elder School District
 Cache County School District
 Canyon School District
 Carbon School District
 Centro De La Familia De Utah Head Start Program School District
 Daguerre School District
 Davis School District
 Duchesne County School District
 Emery County School District
 Freedom Preparatory Academy School District
 Garfield County School District
 Grand County School District
 Granite School District
 Iron County School District
 Jordan School District
 Juab School District
 Kane County School District
 Logan City School District
 Millard School District
 Morgan School District
 Mountainland Head Start Program School District Office
 Murray City School District
 Nebo School District
 North Sanpete County School District
 North Sanpete School District
 North Summit School District
 Ogden City School District
 Park City School District
 Piute County School District
 Provo City School District
 Rich County School District
 Rich School District
 Rural Utah Child Development Head Start Program School District Office
 Salt Lake City School District
 San Juan School District
 Sevier School District
 South Sanpete School District
 South Summit School District
 Sun Head Start Program School District
 Thomas Edison Charter Schools
 Tintic School District
 Tooele County School District
 Uintah School District
 Wasatch County School District
 Washington County School District
 Wayne County School District
 Weber School District
Special District
 Ash Creek Special Service District
 Ashley Valley Water and Sewer Improvement District
 Ballard Water and Sewer Improvement District
 Bear Lake Special Service District
 Bear River Water Conservancy District
 Benchland Water District
 Benton Culinary Water Improvement District
 Bona Vista Water Improvement District
 Cache Mosquito Abatement District
 Cache Valley Transit District
 Carbonlands Health Care Special Service District
 Carbon County Housing Authority
 Carbon County Municipal Building Authority
 Carbon County Recreation Transportation Special Service District
 Carbon Water Conservancy District
 Cedar City Housing Authority
 Cedar Mountain Fire Protection District
 Cedarview-Montwell Special Service District
 Central Davis County Sewer District

Washington

Town of Creston
 Town of Cusick
 Town of Darrington
 Town of Eatonville
 Town of Elmer City
 Town of Endicott
 Town of Fairfield
 Town of Farmington
 Town of Friday Harbor
 Town of Garfield
 Town of Hamilton
 Town of Harrah
 Town of Hoston
 Town of Huat Point
 Town of Ince
 Town of Ince
 Town of La Conner
 Town of LaCrosse
 Town of Lamont
 Town of Latah
 Town of Lind
 Town of Lyman
 Town of Walden
 Town of Wansfield
 Town of Marcus
 Town of Metaline
 Town of Millwood
 Town of Naches
 Town of Nespelem
 Town of Northport
 Town of Oakesdale
 Town of Odessa
 Town of Pe Ell
 Town of Prescott
 Town of Reardan
 Town of Riverside
 Town of Rockford
 Town of Rosalia
 Town of Ruston
 Town of Skaysham
 Town of South Cle Elum
 Town of South Prairie
 Town of Spangle
 Town of Sprydale
 Town of Steadman
 Town of Twisp
 Town of Uniontown
 Town of Washoutra
 Town of Waterville
 Town of Waverly
 Town of Wapau
 Town of Wilkeson
 Town of Wilson Creek
 Town of Winthrop
 Town of Woodway
 Town of Yacolt
 Town of Yarrow Point
Higher Education
 Bates Technical College
 Bellevue Community College
 Bellingham Technical College
 Big Bend Community College
 Cascadia Community College
 Central Washington University
 Centralia College
 Clark College
 Clover Park Technical College
 Columbia Basin Community College
 Community Colleges of Spokane
 Eastern Washington University
 Edmonds Community College
 Everett Community College
 Evergreen State College
 Grays Harbor College
 Green River Community College
 Highline Community College
 Lake Washington Institute of Technology
 Lower Columbia College
 Northwest Indian College
 Olympic College
 Peninsula College
 Pierce College
 Renton Technical College
 Seattle Community Colleges District VI
 Shoreline Community College
 Skagit Valley College
 Skagit Valley Community College
 Tacoma Community College
 University of Washington
 Walla Walla Community College
 Washington State Board for Community and Technical Colleges
 Washington State Higher Education Facilities Authority
 Washington State Student Achievement Council

Hawaii

Idaho

Bruneau Water and Sewer District
 Buhl Highway District
 Buhl Rural Fire Protection District
 Burley Highway District
 Caldwell Housing Authority
 Canyon Highway District No. 4
 Cascade Rural Fire District
 Castleford Rural Fire District
 Central Fire District
 Central Orchards Sewer District
 Central Shoshone County Water District
 Clark County District Library
 Clarkia Free Library District
 Clarkia Highway District
 Clearwater Free Library District
 Clearwater Highway District
 Clearwater Soil and Water Conservation District
 Clearwater Water District
 Consolidated Free Library District
 Cottonwood Highway District
 Custer Soil and Water Conservation District
 Dietrich Fire District
 Dietrich Highway District
 Downeque Highway District
 Downey Swan Lake Highway District
 Dry Creek Creamery Maintenance District
 Eagle Fire Protection District
 Eagle Sewer District
 East Bonner County Free Library District
 East Bonner County Library District
 East Greenacres Irrigation District
 Eastern Idaho Public Health District
 Eastern Idaho Regional Wastewater Authority
 Elk River Free Library District
 Elmore Soil and Water Conservation District
 Fern Highway District
 Ferdinand Highway District
 Fish Haven Mosquito Abatement District
 Fremont County District Library
 Friedman Memorial Airport Authority
 Garden Valley District Library
 Garden Valley Fire Protection District
 Garden Valley Recreation District
 Gateway Fire Protection District
 Gem County Fire Protection District
 Gem County Mosquito Abatement District
 Glenns Ferry Highway District
 Golden Gate Highway District No. 3
 Gooding County Memorial Hospital District
 Grace District Library
 Grangeville Highway District
 Granite Resevoir Water and Sewer District
 Greater Boise Auditorium District
 Greater Middleton Parks and Recreation District
 Greater Swan Valley Fire Protection District No. 2
 Groveland Water and Sewer District
 Harbor View Estates Water and Sewer District
 Hayden Lake Irrigation District
 Hayden Lake Recreational Water and Sewer District
 Hillsdale Highway District
 Homedale Highway District
 Hood Doo Water and Sewer District
 Horseshoe Bend Fire Protection District
 Idaho Soil and Water Conservation District
 Indian Valley Rural Fire District
 Iona-Bonneville Sewer District
 Island Park Fire District
 Jerome Highway District
 Jerome Recreation District
 Jerome Rural Fire District No. 1
 Kamiah Fire Protection District
 Kamiah Highway District
 Ketchum Rural Fire Protection District
 Kidder Harris Highway District
 Kingston Water District
 Kootenai County Water District No. 1
 Kootenai Ponderay Sewer District
 Kootenai-Shoshone Soil and Water Conservation District
 Kuna Library District
 Laclede Water District
 Lakes Highway District
 Latah County Library District
 Latah Soil and Water Conservation District
 Lemhi Soil and Water Conservation District
 Lewiston Orchards Irrigation District
 Lewiston-Nez Perce County Regional Airport Authority
 Lincoln County Recreation District
 Little Blackfoot Ranch Water District
 Little Wood River Library District
 Lizard Butte Library District
 Lost River Highway District
 M&T Water and Sewer District
 Mackay Free Library District
 Madison Library District

Oregon

Gaston School District 511 J
 Gervais School District
 Gladstone School District
 Glendale School District No. 77
 Glide School District
 Grant County Education Service District
 Grant School District No. 3
 Grants Pass School District No. 7
 Greater Albany Public School District 8J
 Gresham-Barlow School District
 Harney County School District No. 3
 Harney Education Service District
 Harper School District No. 66
 Harrisburg School District No. 7
 Helix School District No. 1-R
 Hermission School District
 High Desert Education Service District
 Hillsboro School District No. 1J
 Hood River County School District
 Huntington School District No. 16J
 Imbler School District No. 1J
 InterMountain Education Service District
 Ione School District R2
 Jackson County School District No. 9
 Jackson Education Service District
 Jefferson County School District No. 509 J
 Jefferson School District
 Jewell School District No. 8
 John Day School District No. 3
 Jordan Valley School District No. 3
 Joseph School District No. 6
 Junction City School District No. 69
 Klamath County School District
 Klamath Falls City Schools
 Knappa School District
 La Grande School District No. 1
 Lake County School District No. 7
 Lake Eg Service District
 Lake Oswego School District No. 7J
 Lakeview School District No. 7
 Lane Education Service District
 Lebanon Community School District No. 9
 Lincoln County School District
 Linn-Benton-Lincoln Education Service District
 Long Creek School District No. 17
 Lowell School District No. 7J
 Mapleton School District No. 32
 Marcola School District No. 79J
 McEwen School District
 McMinnville School District No. 40
 Medford School District No. 549C
 Milton-Freewater School District No. 7
 Mitchell School District No. 55
 Molalla River School District
 Monument School District
 Morrison County School District
 Mt. Angel School District
 Multnomah Education Service District Consortium
 Myrtle Point School District
 Neah-Kah-Nie School District No. 56
 Nestucca Valley School District No. 10J
 New Hope Christian Schools
 Newberg School District No. 29J
 North Bend School District No. 13
 North Central Education Service District
 North Clackamas School District No. 12
 North Douglas School District No. 22
 North Lake School District
 North Marion School District No. 15
 North Santiam School District No. 29
 North Wasco County School District No. 21
 Northwest Regional Education Service District
 Nyssa School District No. 26
 Oakland School District
 Gaiheridge School District No. 76
 Ontario School District No. 8C
 Oregon City School District No. 62
 Oregon Trail School District No. 46
 Paisley School District No. 11
 Parkrose School District No. 3
 Pendleton School District No. 16
 Perrydale School District No. 21J
 Philomath School District No. 17J
 Phoenix-Talent School District
 Pilot Rock School District No. 2
 Pine Eagle School District No. 61
 Pinehurst School District
 Pleasant Hill School District
 Plush School District 18
 Port Orford-Langlois School District No. 2CJ
 Portland Public School District No. 1
 Powers School District No. 31
 Prairie City School District No. 4
 Prospect School District

South Carolina

Lancaster County School District
 Laurens County School District No. 55
 Laurens County School District No. 56
 Lee County School District
 Legacy Charter Schools
 Lexington County School District No. 1
 Lexington County School District No. 2
 Lexington County School District No. 3
 Lexington-Richland Counties School District No. 5
 Marion County School District
 Marion County School District No. 7
 Marlboro County School District
 McCormick County School District
 Newberry County School District
 Oconee County School District
 Orangeburg Consolidated School District Four
 Orangeburg County Consolidated School District No. 3
 Orangeburg County School District
 Pickens County School District
 Richland County School District No. 1
 Richland County School District No. 2
 Rock Hill School District No. 3
 Saluda School District No. 1
 South Carolina Public Charter School District
 Spartanburg County School District No. 1
 Spartanburg County School District No. 2
 Spartanburg County School District No. 3
 Spartanburg County School District No. 4
 Spartanburg County School District No. 5
 Spartanburg County School District No. 6
 Spartanburg County School District No. 7
 Sumter School District
 Sumter School District No. 17
 Sumter School District No. 2
 Union County School District
 Ware Shoals School District No. 51
 Williamsburg County Schools
 Williston School District No. 29
 York School District No. 1
Special District
 Abbeville Housing Authority
 Allen Housing Authority
 Anderson Housing Authority
 Atlantic Beach Housing Authority
 Beaufort Housing Authority
 Beaufort-Jasper Water and Sewer Authority
 Beech Island Rural Community Water District
 Belton-Honore Path Water Authority
 Bennettsville Housing Authority
 Berea Public Service District
 Berkeley County Water and Sanitation Authority
 Big Creek Water and Sewerage District
 Bluffton Township Fire District
 Boiling Springs Fire District, Greenville County
 Broad Creek Public Service District
 Buffalo-Mt. Pisgah Fire Protection District
 Burton Fire District
 Central Midlands Regional Transit Authority
 Charleston Area Regional Transportation Authority
 Charleston County Aviation Authority
 Charleston County Housing and Redevelopment Authority
 Charleston Housing Authority
 Charleston Naval Complex Redevelopment Authority
 Charleston Soil and Water Conservation District
 Cheraw Housing Authority
 Chester Housing Authority
 Chester Metropolitan District
 Chester Sewer District
 Coast Regional Transportation Authority
 Columbia Housing Authority
 Conway Housing Authority
 Daniel Morgan Water District
 Darlington County Fire District
 Darlington County Water and Sewer Authority
 Darlington Housing Authority
 Donalds Due West Water and Sewer Authority
 Dorchester County Sales Tax Transportation Authority
 Dorchester County Water Authority
 Duncan Chapel Fire District
 Easley Housing Authority
 Easley-Central Water District
 East Richland County Public Service District
 Edgerfield County Water and Sewer Authority
 Florence Housing Authority
 Fort Mill Housing Authority
 Fripp Island Public Service District
 Gaffney Housing Authority
 Gaston Rural Community Water District
 Georgetown County Water and Sewer District
 Georgetown Housing Authority
 Gilbert-Summit Rural Water District
 Grand Strand Water and Sewer Authority
 Greenville Arena District

Utah

Central Iron County Water Conservancy District
 Central Utah Water Conservancy District
 Central Weber Sewer Improvement District
 Charleston Water Conservancy District
 Copperton Improvement District
 Cottonwood Improvement District
 Duchesne County Housing Authority
 Davis County Housing Authority
 Davis-Salt Lake Aerial Spray Authority
 Duchesne County Upper County Water Improvement District
 Duchesne County Water Conservancy District
 Emery County Housing Authority
 Emery County Municipal Building Authority
 Emery County Special Service District No. 1
 Emery Water Conservancy District
 Emigration Improvement District
 Fruittland Special Service District
 Garden City Fire District
 Hooper Water Improvement District
 Jensen Water Improvement District
 Johnson Water Improvement District
 Jordan Valley Water Conservancy District
 Jordanville Special Service District
 Juab Special Service Fire District
 Kane County Water Conservancy District
 Kearns Improvement District
 Lake Point Improvement District
 Logan-Cache Airport Authority
 Maeser Water and Sewer Improvement District
 Magna Mosquito Abatement District
 Magna Water District
 Metropolitan Water District of Salt Lake and Sandy
 Midvalley Improvement District
 Midway Sanitation District
 Milford Area Healthcare Service District
 Moab Mosquito Abatement District
 Moab Valley Fire Protection District
 Mountain Green Sewer Improvement District
 Mountain Regional Water Special Service District
 Mountain View Special Service District
 Mt. Olympus Improvement District
 North Davis County Sewer District
 North Davis Fire District
 North Emery Water Users Special Service District
 North Fork Special Service District
 North Pointe Solid Waste Special Service District
 North Summit Fire District
 North Tooele County Fire Protection District
 North Utah Water Conservancy District
 North View Fire District
 Ogden Housing Authority
 Ouray Park Water Improvement District
 Park City Fire Service District
 Price River Water Improvement District
 Provo Housing Authority
 Rockville/Springdale Fire Protection District
 Roosevelt City Housing Authority
 Salt Lake City Housing Authority
 Salt Lake City Mosquito Abatement District
 Salt Lake County Housing Authority
 Sandy Suburban Improvement District
 Scofield Reservoir Special Service District No. 1
 Skyline Mountain Special Service District
 Snyderville Basin Special Recreation District
 Snyderville Basin Water Reclamation District
 Solid Waste Special Service District No. 1
 South Davis Sewer District
 South Davis Water District
 South Ogden Conservation District
 South Salt Lake Valley Mosquito Abatement District
 South Summit Fire Protection District
 South Utah Valley Solid Waste District
 South Valley Sewer District
 Southeastern Utah Housing Authority
 Spanish Valley Water and Sewer Improvement District
 St. George Housing Authority
 Stansbury Park Improvement District
 Strawberry Electric Service District
 Sugar House Park Authority
 Tabby Valley Park Special Service District
 Taylorville-Benion Improvement District
 Thompson Special Service District
 Timpanogas Special Service District
 Tooele County Housing Authority
 Tooele County Recreation Special Service District
 Tropic-Laport Water Improvement District
 Uintah Animal Control and Shelter Special Service District
 Uintah County Municipal Building Authority
 Uintah Fire Suppression Special Service District
 Uintah Health Care Special Service District

Washington

Washington State University
 Washington State University, Vancouver
 Wenatchee Valley College
 Western Washington University
 Whatcom Community College
 Yakima Valley Community College
Education (K-12)
 Aberdeen School District No. 5
 Adna School District No. 276
 Almira School District No. 17
 Anacortes School District No. 103
 Arlington Public Schools
 Asotin-Anatone School District
 Auburn School District No. 408
 Bannock Island School District No. 303
 Battle Ground School District No. 119
 Bellevue Christian School District
 Bellevue School District No. 405
 Bellingham School District No. 501
 Benge School District No. 122
 Benhal School District No. 403
 Bickleton School District
 Blaine School District No. 533
 Bonforst School District No. 204
 Bremerton School District
 Brewster School District No. 111
 Bridgeport School District No. 75
 Brinnon School District No. 46
 Burlington-Edison School District No. 100
 Camas School District
 Cape Flattery School District No. 401
 Capital Region Educational Service District No. 113
 Carbonado Historical School District No. 19
 Cascade Christian Schools
 Cascade School District No. 228
 Cashmere School District No. 222
 Castle Rock School District No. 401
 Central Kitsap School District No. 401
 Central Valley School District No. 356
 Centralia School District No. 403
 Chahalis School District No. 302
 Cheney School District No. 360
 Chewehat School District No. 36
 Chief Leschi School System
 Chimaquam School District No. 49
 Clarkston School District No. 1250-185
 Cle Elum-Roslyn School District
 Clover Park School District No. 400
 Colfax School District No. 300
 College Place School District No. 250
 Colton School District No. 306
 Columbia School District No. 206
 Columbia School District No. 206, Stevens County
 Columbia School District No. 400
 Colville School District No. 115
 Concrete School District No. 11
 Conway Consolidated School District No. 317
 Cosmopolis School District
 Coulee-Hartline School District No. 151
 Coughville School District No. 204
 Crescent School District
 Creston School District No. 73
 Curlew School District No. 50
 Cusick School District
 Darrington School District No. 330
 Davenport School District No. 207
 Dayton School District No. 2
 Deer Park School District No. 414
 Deringer School District
 Dixie School District
 East Valley School District No. 361, Spokane County
 East Valley School District No. 90, Yakima County
 Eastmont School District No. 206
 Eatonville School District No. 404
 Edmonds School District No. 15
 Educational Service District No. 112
 Ellensburg School District No. 401
 Elma School District No. 68
 Endicott School District No. 308
 Ermiak School District No. 127
 Enumclaw School District No. 216
 Ephrata School District No. 165
 Eville School District No. 36
 Everett School District No. 2
 Evergreen School District No. 114, Clark County
 Evergreen School District No. 205
 Federal Way Public Schools
 Fendale School District No. 507
 Fife School District No. 417
 Finley School District
 Franklin Pierce School District No. 402
 Freeman School District No. 358
 Garfield School District No. 302

Hawaii

Idaho

Marling Rural Fire District
 McCall Fire Protection District
 McCall Memorial Hospital District
 Meridian Cemetery Maintenance District
 Meridian Library District
 Meridian Rural Fire Protection District
 Mica Kidd Island Fire Protection District
 Middleton Rural Fire District
 Midvale Fire Protection District
 Minidoka County Fire Protection District
 Minidoka County Highway District
 Moreland Water and Sewer District
 Mountain Home Highway District
 Mountain Rides Transportation Authority
 Nampa and Meridian Irrigation District
 Nampa Highway District No. 1
 Nampa Housing Authority
 New Plymouth Fire District
 North Bingham County District Library
 North Custer Hospital District
 North Kootenai Water and Sewer District
 North Lake Recreational Sewer and Water District
 North Latah County Highway District
 Northern Lakes Fire District
 Northside Fire District
 Notus Parma Highway District No. 2
 Odailey Highway District
 Odailey Library District
 Oia District Library
 Oneida County Fire District
 Oregon Trail Recreation District
 Outlet Bay Water and Sewer District
 Panhandle Health District
 Parma Rural Fire Protection District
 Pine Ridge Water and Sewer District
 Pinehurst Water District
 Pioneer Irrigation District
 Placerville Fire Protection District
 Pocatello Housing Authority
 Pocatello-Chubbuck Auditorium District
 Portneuf District Library
 Post Falls Highway District
 Power County Highway District
 Praine Highway District
 Praine-River Library District
 Progressive Irrigation District
 Raft River Highway District
 Rapid River Water and Sewer District
 Richfield District Library
 Riverside Independent Water District
 Rock Creek Fire District
 Rockland Rural Fire District
 Rogerson Water District
 Ross Point Water District
 Sagie Fire District
 Salmon River Clinic Hospital District
 Sam Owen Fire District
 Santa-Fernwood Water and Sewer District
 Schweitzer Fire Rescue District
 Settlers Irrigation District
 Shelly/Firth Fire District
 Shoshone City & Rural Fire District
 Shoshone County Fire Protection District No. 2
 Shoshone Highway District No. 2
 South Bannock Library District
 South Bingham Soil Conservation District
 South Boundary Fire Protection District
 South Custer Fire District
 South Fork Coeur d'Alene River Sewer District
 South Latah Highway District
 Southside Water and Sewer District
 Southwestern Idaho Cooperative Housing Authority
 St. Maries Fire Protection District
 Star Joint Fire District
 Star Sewer and Water District
 Sun Valley Water and Sewer District
 Sunset Heights Water District
 Targhee Regional Public Transit Authority
 Targhee Regional Public Transportation Authority
 Teton County Fire Protection District
 Three Creek Highway District
 Three Mile Water District
 Timberlake Fire Protection District
 Twin Falls Highway District
 Twin Falls Housing Authority
 Twin Falls Rural Fire Protection District
 Twin Ridge Rural Fire District
 Union Independent Highway District
 Upper Fords Creek Rural Fire District
 Warm Lake Recreational Water District
 Wendell Highway District
 West Boise Sewer District
 West Bonner Library District
 West Bonner Water and Sewer District

Oregon

Rainier School District No. 13
 Redmond School District No. 21
 Reedwood School District No. 105
 Region 9 Education Service District
 Reynolds School District No. 513
 Riddle School District No. 70
 Riverdale School District No. 577
 Rogue River School District No. 35
 Rowena Public Schools
 Salem-Krizer Public School District No. 241
 Sentiam Canyon School District No. 1791
 Sentiam Christian Schools
 Scappoose School District No. 11
 Seilo School District No. 95C
 Seaside School District
 Sheridan School District No. 481
 Sherman County School District
 Sherwood School District No. 88J
 Silver Falls School District No. 41
 Sisters School District No. 6
 Siuslaw School District No. 971
 South Coast Education Service District, Region No. 7
 South Lane School District No. 4513
 South Umpqua School District No. 19
 South Wasco County School District No. 1
 Southern Oregon Education Service District
 Spray School District No. 1
 Springfield School District No. 19
 St. Helens School District No. 502
 St. Paul School District No. 45
 Stanfield School District No. 131
 Sutherlin School District No. 60
 Sweet Home School District No. 55
 Three Rivers School District
 Tigard-Tualatin School District No. 231
 Tillamook School District No. 9
 Ukiah School District 80 R
 Umatilla School District No. 6
 Union School District 5
 Vale School District No. 84
 Vernonia School District No. 471
 Willows School District No. 12
 Warrenton-Hammond School District No. 30
 West Linn-Wilsonville School District
 Willamette Education Service District
 Winhamma School District No. 303
 Winston-Dillard School District No. 116
 Woodburn School District No. 103
 Yamhill-Carlton School District No. 1
 Yoncalla School District No. 32
Special District
 Adair Rural Fire Protection District
 Amity Fire District
 Applegate Valley Fire District No. 9
 Arch Cape Sanitary District
 Arch Cape Water District
 Arnold Irrigation District
 Aunsville Rural Fire District
 Baker County Library District
 Baker Rural Fire Protection District
 Baker Valley Soil and Water Conservation District
 Bandon Rural Fire Protection District
 Barlow Water Improvement District
 Bay Area Hospital District
 Bend Parks and Recreation District
 Beverly Beach Water District
 Black Butte Ranch Rural Fire Protection District
 Blue Mountain Hospital District
 Blue River Water District
 Boardman Park and Recreation District
 Boardman Rural Fire Protection District
 Boring Water District No. 24
 Boulder Creek Retreat Special Road District
 Brownsville Rural Fire District
 Buell Red Prairie Water District
 Bunker Hill Sanitary District
 Burlington Water District
 Camellia Park Sanitary District
 Cannon Beach Rural Fire Protection District
 Central Lincoln People's Utility District
 Central Oregon Park and Recreation District
 Central Oregon Regional Housing Authority
 Charleston Fire District
 Charleston Sanitary District
 Chehalam Park and Recreation District
 Chenoweth Water Public Utility District
 Chiloquish Agency Lake Rural Fire Protection District
 Christmas Valley Domestic Water Supply District
 Christmas Valley Park and Recreation District
 Clackamas County Fire District No. 1
 Clackamas County Housing Authority
 Clackamas County Soil and Water Conservation District
 Clatskanie Park and Recreation District

South Carolina

Greenville County Recreation District
 Greenville County Redevelopment Authority
 Greenville Housing Authority
 Greenville Transit Authority
 Greenville Transis Authority
 Greenwood Metropolitan District
 Greer Housing Authority
 Harriette Housing Authority
 Hillson Head No. 1 Public Service District
 Holly Springs Fire Rescue District
 Homeland Park Water and Sewer District
 James Island Public Service District
 Kingstree Housing Authority
 Lady's Island St. Helena Fire District
 Lake City Housing Authority
 Lancaster County Water and Sewer District
 Lancaster Housing Authority
 Lancaster Soil and Water Conservation District
 Laurens Housing Authority
 Lexington County Health Services District, inc.
 Liberty-Chesnee-Fingerville Water District
 Local Housing Authority
 Lowcountry Regional Transportation Authority
 Lugoff-Elgin Water Authority
 Marion Housing Authority
 Marlboro County Housing Authority
 McColl Housing Authority
 Medical University Hospital Authority
 Metropolitan Sewer Sub-District
 Milledge Water and Sewer District
 Mullins Housing Authority
 Murrells Inlet-Garden City Fire District
 Myrtle Beach Air Force Base Redevelopment Authority
 Myrtle Beach Housing Authority
 Myrtle County Water and Sewer Authority
 Newberry Housing Authority
 North Charleston Housing Authority
 North Charleston Sewer District
 North Greenville Fire District
 Oconee County Joint Regional Sewer Authority
 Parker Sewer and Fire Subdistrict
 Patriots Point Development Authority
 Pee Dee Regional Airport District
 Pee Dee Regional Transportation Authority
 Piedmont Public Service District
 Pioneer Rural Water District
 Powdersville Water District
 Richland-Lexington Airport District
 Richland-Lexington Riverbanks Park District
 Rock Hill Housing Authority
 Saluda County Water and Sewer Authority
 Sandy Springs Water District
 Santee Fire Service District
 Santee Water/Regional Transportation Authority
 Sheldon Township Fire District
 Slater-Marietta Fire District
 South Carolina Housing Authority Bond Council
 South Carolina Public Employee Benefit Authority
 South Carolina Regional Housing Authority No. 1
 South Carolina Regional Housing Authority No. 3
 South Carolina State Education Assistance Authority
 South Carolina State Fiscal Accountability Authority
 South Carolina State Housing Finance and Development Authority
 South Carolina State Ports Authority
 South Greenville Fire District
 South Island Public Service District
 Southside Rural Community Water District
 Spartanburg Housing Authority
 Spartanburg Regional Health Services District
 St. Andrews Public Service District South Carolina
 St. John's Fire District
 Starr-Iva Water and Sewer District
 Starke-Jackson-Wellford-Duncan Water District
 Sumter Housing Authority
 Talitha Rural Community Water District
 Taylors Fire and Sewer District
 Three Rivers Solid Waste Authority
 Tigerville Fire District
 Tri-County Solid Waste Authority
 Union Housing Authority
 Valley Public Service Authority
 Walhalla Regional Transportation Authority
 Wedgefield State Water District
 West Anderson Water District
 Charleston Fire District
 Westview-Fairforest Fire District
 Whitney Fire Protection District
 Williamsburg County Transit Authority
 Williamsburg County Water and Sewer Authority
 Chiloquish Housing Authority
 Woodruff-Ronbank Water District
 York County Natural Gas Authority
State
 Santee-Lynchess Regional Council of Governments
 South Carolina Department of Health and Environmental Control
 South Carolina Department of Mental Health

Utah

Uintah Highlands Water and Sewer Improvement District
 Uintah Mosquito Abatement District
 Uintah Recreation District
 Uintah Transportation Special Service District
 Uintah Water Conservancy District
 Unifire Fire Authority
 Utah County Housing Authority
 Utah Paiute Housing Authority
 Utah Transit Authority
 Utah Valley Dispatch Special Service District
 Wasatch County Fire District
 Wasatch Front Waste and Recycling District
 Wasatch Integrated Waste Management District
 Washington County Water Conservancy District
 Waste Management Service District No. 5
 Weber Basin Water Conservancy District
 Weber Fire District
 Weber Mosquito Abatement District
 Weber-Box Elder Conservation District
 Wellsville-Mendon Conservancy District
 White City Water Improvement District
 Woodruff Fire District
State
 State Of Utah
 Utah Department of Administrative Services
 Utah Department of Health
 Utah State Legislature
 Utah State Treasurer
Tribal
 Confederated Tribes of the Goshute Reservation
 Kanosh Band of the Paiute Indian Tribe of Utah
 Koosharem Band of the Paiute Indian Tribe
 Northwestern Band of the Shoshone Nation
 Northwestern Band of the Shoshone Nation Housing Authority
 Paiute Indian Tribe of Utah
 Skull Valley Band of Goshute Indians
 Ute Indian Tribe

Washington

Glenwood School District
 Goldendale School District
 Grand Coulee Dam School District
 Grandview School District No. 200
 Granger School District No. 204
 Granite Falls School District No. 332
 Grapevine School District No. 54
 Great Northern School District
 Green Mountain School District No. 103
 Griffin School District No. 324
 Harrington Public Schools
 Highland School District No. 203
 Highline School District No. 401
 Hockinson School District
 Hood Canal School District No. 404
 Hoquiam School District No. 28
 Inchelium School District No. 70
 Issaquah School District No. 411
 Kahlstus School District No. 56
 Kalama School District No. 402
 Keller School District No. 3
 Keras School District No. 458
 Kennewick School District No. 17
 Kene School District No. 415
 Kettle Falls School District No. 212
 Kiona Benton City School District No. 52
 Kittitas School District
 Kluckitai School District No. 402
 La Center School District
 La Conner School District No. 311
 LaCrosse School District
 Lake Chelan School District No. 129
 Lake Quinalt School District No. 97
 Lake Stevens School District No. 4
 Lake Washington School District No. 414
 Lakewood School District No. 306
 Lamont School District
 Liberty School District No. 367
 Lind School District
 Longview School District No. 122
 Loon Lake School District No. 144
 Lopez Island School District No. 144
 Lyle School District No. 408
 Lynden School District No. 504
 Mabton School District No. 120
 Mansfield School District No. 207
 Manson School District
 Mary M. Knight School District
 Mary Walker School District No. 207
 Marysville School District No. 25
 McCleary School District No. 65
 Mead School District No. 354
 Medical Lake School District No. 325
 Mercer Island School District No. 400
 Meridian School District No. 505
 Methow Valley School District
 Monroe School District No. 103
 Montesano School District No. 66
 Morton School District No. 214
 Moses Lake School District No. 161
 Mossyrock School District No. 206
 Mt. Adams School District No. 209
 Mt. Baker School District No. 507
 Mt. Vernon School District No. 320
 Mukilteo School District No. 6
 Naches Valley School District No. 3
 Napavine School District No. 14
 Naselle-Grays River Valley School District No. 165
 Neepetem School District No. 14
 Newport School District No. 56-415
 Nine Mile Falls School District No. 325/179
 Nooksack Valley School District No. 506
 North Beach School District No. 64
 North Franklin School District No. 51
 North Kitsap School District No. 400
 North Mason School District
 North Thurston Public Schools
 Northport School District No. 211
 Northshore School District No. 417
 Oak Harbor School District No. 201
 Oakesdale School District No. 324
 Okaville School District No. 400
 Ocean Beach School District No. 101
 Ocosta School District No. 172
 Odessa School District No. 105
 Okanogan School District No. 105
 Olympia School District No. 111
 Olympic Educational Service District
 Onak School District No. 19
 Onalaska School District No. 300
 Onon Creek School District No. 30
 Orcas Island School District No. 137
 Orchard Prairie School District No. 123
 Orient School District No. 65

Hawaii

Idaho

West Pend Oreille Fire District
 Western Ada Recreation District
 Western Emore County Recreation District
 Wilder Irrigation District
 Wilder Public Library District
 Wilder Rural Fire Protection District
 Wilderness Ranch Fire Protection District
 Winona Highway District
 Worley Fire District
 Worley Highway District

State

Idaho Department of Administration
 Idaho Department of Health and Welfare
 State Of Idaho

Tribal

Coeur d'Alene Tribe
 Kootenai Tribe of Idaho
 Nez Perce Tribal Enterprises
 Nez Perce Tribe
 Shoshone-Bannock Tribes

Oregon

Clatskanie People's Utility District
 Clatskanie Rural Fire Protection District
 Clatsop Care Center Health District
 Clatsop County Housing Authority
 Clowdelle Rural Fire Protection District
 Coburg Rural Fire Protection District
 Colton Fire District
 Colton Water District
 Columbia Corridor Drainage Districts Joint Contracting Authority
 Columbia Health District
 Columbia Improvement District
 Columbia River People's Utility District
 Columbia Soil and Water Conservation District
 Coos County Airport District
 Coos County Library Service District
 Coquille Indian Housing Authority
 Coquille Valley Hospital District
 Corbett Water District
 Corvallis Rural Fire Protection District
 Cove Rural Fire Protection District
 Crooked River Ranch Rural Fire Protection District
 Crooked River Ranch Special Road District
 Curry Health District
 Curry Public Library District
 Dallas Cemetery District No. 4
 Dean Minard Water District
 Dee Rural Fire Protection District
 Deschutes County 91.1 Service District
 Deschutes County Rural Fire District No. 1
 Deschutes Valley Water District
 Devils Lake Water Improvement District
 Dexter Rural Fire Protection District
 Douglas County Fire District No. 2
 Douglas County Housing Authority
 Douglas Soil and Water Conservation District
 Drakes Crossing Rural Fire Protection District
 Dufur Recreation District
 Eagle Valley Soil and Water Conservation District
 East Fork Irrigation District
 East Multnomah Soil and Water Conservation District
 East Umatilla County Health District
 East Valley Water District
 Echo Rural Fire District
 Elsie-Vinemagle Rural Fire Protection District No. 11
 Emerald People's Utility District
 Estacada Rural Fire District No. 69
 Fairview Water District
 Falcon Cove Beach Water District
 Farmers Irrigation District
 Gardiner Sanitary District
 Gaston Rural Fire District
 Gates Rural Fire Protection District
 Gearhart Rural Fire Protection District
 Glendale Rural Fire Protection District
 Gleneden Sanitary District
 Goshen Fire District
 Government Camp Sanitary District
 Grand Ronde Sanitary District
 Grant County Transportation District
 Grant Soil and Water Conservation District
 Grants Pass Irrigation District
 Green Sanitary District
 HighHam Road Special District
 Halley Shedd Rural Fire Protection District
 Hamlet Rural Fire Protection District
 Harbor Sanitary District
 Harbor Water Public Utility District
 Harney District Hospital
 Harney Soil and Water Conservation District
 Harrihan Rural Fire Protection District
 Hazledell Rural Fire Protection District
 Hebo Joint Water and Sewer Authority
 Heceta Water District
 Hermiston Cemetery District
 Hermiston Fire and Emergency Services District
 Hermiston Irrigation District
 Hood River County Library District
 Hood River County Transportation District
 Hood River Valley Parks and Recreation District
 Hoodland Fire District No. 74
 Hubbard Rural Fire Protection District
 Ice Fountain Water District
 Illinois Valley Rural Fire Protection District
 Ione Rural Fire Protection District
 Irrigon Community Park and Recreation Maintenance District
 Jackson County Airport Authority
 Jackson County Fire District No. 3
 Jackson County Fire District No. 5
 Jackson County Housing Authority
 Jackson County Library District
 Jackson County Vector Control District
 Jackson Soil and Water Conservation District
 Jefferson Rural Fire Protection District
 John Day/Canyon City Parks and Recreation District

South Carolina

South Carolina Department of Revenue
 South Carolina General Services Division
 South Carolina Office of Regulatory Staff
 South Carolina State Budget and Control Board
 South Carolina State Treasurer's Office
 State Of South Carolina
 Township
 Township of Grand Meadow
 Tribal
 Catawba Indian Nation

Utah

Washington

Oroville School District No. 410
 Orting School District No. 344
 Othello School District
 Paisades School District No. 102
 Palouse School District No. 301
 Pasco School District No. 1
 Pateros School District
 Paterson School District No. 50
 Pe Ell School District No. 301
 Peninsula School District
 Pioneer School District No. 402
 Pomeroy School District No. 110
 Port Angeles School District No. 121
 Port Townsend School District No. 50
 Prescott School District No. 402-37
 Pride Prep Schools
 Prosser School District No. 116
 Puget Sound Educational Service District
 Pullman School District No. 267
 Puyallup School District No. 3
 Queets Clearwater School District No. 20
 Quilcene School District No. 48
 Quillayute Valley School District No. 402
 Quincy School District No. 144
 Rainier School District No. 307
 Raymond School District No. 116
 Reardan-Edwall School District
 Renton School District No. 403
 Republic School District
 Richland School District No. 400
 Ridgefield School District No. 122
 Ritzville School District
 Riverside School District
 Riverview School District No. 407
 Rochester School District
 Rosalia School District No. 320
 Royal School District
 San Juan Island School District No. 149
 Satsop School District No. 104
 Seattle Public Schools
 Sedro-Woolley School District No. 101
 Selah School District No. 119
 Selkirk School District No. 70
 Sequim School District No. 323
 Shaw Island School District No. 10
 Shelton School District No. 309
 Shoreline School District No. 412
 Skykomish School District
 Spokane School District No. 201
 Snoqualmie Valley School District No. 410
 Soap Lake School District No. 156
 South Bend School District No. 118
 South Kitsap School District No. 402
 South Whidbey School District No. 206
 Southside School District
 Spokane Public Schools
 Sprague School District
 St. John School District No. 322
 Stanwood Camano School District No. 401
 Stellazoom Historical School District No. 1
 Steptoe School District No. 304
 Stevenson-Carson School District No. 303
 Sultan School District No. 311
 Summit Valley School District 202
 Sumner School District No. 320
 Sunnyside School District No. 201
 Tacoma School District No. 10
 Taholah School District No. 77
 Tahoma School District No. 409
 Tekoa School District No. 265
 Tenino School District No. 402
 Thorp School District No. 400
 Toledo School District No. 237
 Tonasket School District
 Tugwaish School District No. 202
 Touchet School District No. 300
 Toutle Lake School District No. 130
 Trout Lake School District No. R-400
 Tukwila School District No. 406
 Tunwater School District No. 33
 Union Gap School District No. 2
 University Place School District No. 83
 Valley School District
 Valley School District No. 70
 Vancouver School District No. 37
 Vashon Island School District No. 402
 Wahkiakum School District No. 200
 Waiilatke School District No. 73
 Waukegan School District
 Walla Walla School District No. 140
 Wapato School District No. 207
 Warden School District No. 146-161
 Washington Schools Risk Management Pool
 Washington State Educational Service District

Hawaii

Idaho

Oregon

South Carolina

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Washington

Junction City Rural Fire Protection District
 Juniper Flat Rural Fire Protection District
 Keating Soil and Water Conservation District
 Keizer Rural Fire Protection District
 Reno Fire Protection District
 Kervinville-Gleneden Beach-Lincoln Beach Water District
 Klamath County Fire District No. 1
 Klamath County Library Service District
 Klamath Housing Authority
 Klamath Irrigation District
 Klamath Vector Control District
 La Grande Rural Fire Protection District
 La Pine Park and Recreation District
 La Pine Rural Fire Protection District
 La Pine Water District
 Lake District Hospital
 Lake Grove Water District
 Lakeside Fire District No. 4
 Lane County Fire District No. 1
 Lane Library District
 Lane Transit District
 Langlois Water District
 LaPine Special Sewer District
 Lebanon Aquatic District
 Lebanon Fire District
 Lewis and Clark Rural Fire Protection District
 Libby Drainage District
 Linn Benton Housing Authority
 Lookingglass Rural Fire District
 Lorane Rural Fire Protection District
 Lowell Rural Fire Protection District
 Lower Umpqua Hospital District
 Lusted Water District
 Madras Aquatic Center District
 Malheur County Housing Authority
 Malin Rural Fire Protection District
 Mapleton Water District
 Marion County Fire District No. 1
 Marion Soil and Water Conservation District
 Medford Irrigation District
 Merrill Rural Fire Protection District
 Metro
 McMinnville Water & Light
 Mid-County Cemetery Maintenance District
 Middle Fork Irrigation District
 Miles Crossing Sanitary Sewer District
 Mill City Rural Fire Protection District
 Milton Freewater Water Control District
 Mist Birkenfeld Rural Fire Protection District
 Mohawk Valley Rural Fire District
 Molalla River Improvement District
 Molalla Rural Fire Protection District No. 73
 Monroe Rural Fire Protection District
 Morrow County Health District
 Mountain View Hospital District
 Mt. Angel Fire District
 Multnomah County Drainage District No. 1
 Multnomah County Rural Fire Protection District No. 10
 Multnomah County Rural Fire Protection District No. 14
 Nesika Beach-Ophir Water District
 Neskowin Regional Sanitary Authority
 Neskowin Regional Water District
 Nestucca Rural Fire Protection District
 Nearts-Oceanside Sanitary District
 Nearts-Oceanside Rural Fire Protection District
 North Bay Rural Protection Fire District
 North Bend City/Coos-Curry Housing Authority
 North Central Public Health District
 North Clackamas Parks and Recreation District
 North County Recreation District
 North Gilliam Cemetery District
 North Gilliam County Rural Fire Protection District
 North Lincoln Fire and Rescue District No. 1
 North Powder Rural Fire Protection District
 North Sherman County Rural Fire Protection District
 North Unit Irrigation District
 Northeast Oregon Housing Authority
 Northern Wasco County Park and Recreation District
 Northern Wasco County People's Utility District
 Northwest Oregon Housing Authority
 Nyssa Road Assessment District No. 2
 Nyssa Rural Fire Protection District
 Oak Hill Sanitary District
 Oak Lodge Sanitary District
 Oak Lodge Water District
 Oceanside Water District
 Ochoco West Sanitary District
 Odell Sanitary District
 Ontario Library District
 Oregon Fire Districts Association
 Oregon Infrastructure Finance Authority
 Oregon Trail Library District
 Oregon Water Wonderland Unit II Sanitary District
 Owyhee Irrigation District

Washington
 Washington School District
 Wastucana School District
 Waterville School District No. 209
 Wellpoint School District
 Wenatchee School District No. 246
 West Valley School District No. 208, Yakima County
 West Valley School District No. 383, Spokane County
 White Pass School District No. 303
 White River School District No. 416
 White Salmon Valley School District No. 405-17
 Willbur School District No. 200
 Willapa Valley School District No. 160
 Wilson Creek School District
 Winlock School District No. 232
 Wishkah Valley School District No. 117
 Woodland School District No. 404
 Yakima School District No. 7
 Yelm Community School District No. 2
 Zillah School District No. 205
 Special District
 Acme Water District No. 18
 Adams County Fire Protection District No. 1
 Adams County Mosquito Control District
 Aeneas Lake Irrigation District
 Alderwood Water and Wastewater District
 Alpine Water District
 Anacortes Housing Authority
 Annapolis Water District
 Asotin County Cemetery District No. 1
 Asotin County Conservation District
 Asotin County Fire District No. 1
 Asotin County Housing Authority
 Asotin County Public Utility District No. 1
 Badger Mountain Irrigation District
 Bainbridge Island Metropolitan Park and Recreation District
 Basin City Water/Sewer District
 Bayview Beach Water District
 Beacon Hill Water and Sewer District
 Beehive Irrigation District
 Bertha Water District No. 1
 Bellevue Convention Center Authority
 Bellingham Housing Authority
 Bellingham Public Development Authority
 Benton County Diking District No. 1
 Benton County Fire Protection District No. 1
 Benton County Fire Protection District No. 2
 Benton County Fire Protection District No. 4
 Benton County Fire Protection District No. 5
 Benton County Fire Protection District No. 6
 Benton County Mosquito Control District
 Benton County Public Utility District No. 1
 Benton Irrigation District
 Benton-Franklin Health District
 Beverly Water District
 Birch Bay Water and Sewer District
 Black Diamond Water District
 Bremerton Housing Authority
 Buckhannon-Upshear County Airport Authority
 Burbank Irrigation District No. 4
 Carkeog Irrigation District No. 7
 Cascade Conservation District
 Cedar River Water and Sewer District
 Central Klickitat County Park and Recreation District
 Central Pierce Fire and Rescue District No. 6
 Central Puget Sound Regional Transit Authority
 Central Valley Ambulance Authority
 Chelan County Fire District No. 1
 Chelan County Fire District No. 5
 Chelan County Fire District No. 5
 Chelan County Fire District No. 6
 Chelan County Fire District No. 7
 Chelan County Fire District No. 8
 Chelan County Fire District No. 9
 Chelan County Public Hospital District No. 1
 Chelan County Public Utility District No. 1
 Chelan County/Wenatchee Housing Authority
 Chelan Douglas Health District
 Chinoek Water District
 Chuckanut Community Forest Park District
 Clallam Conservation District
 Clallam County Fire District No. 2
 Clallam County Fire District No. 5
 Clallam County Fire District No. 6
 Clallam County Fire Protection District No. 1
 Clallam County Fire Protection District No. 3
 Clallam County Fire Protection District No. 4
 Clallam County Hospital District No. 1
 Clallam County Housing Authority
 Clallam County Parks and Recreation District No. 1
 Clallam County Public Hospital District No. 2
 Clallam County Public Utility District No. 1
 Clark County Fire District No. 10
 Clark County Fire District No. 11
 Clark County Fire District No. 13

Hawaii

Idaho

Oregon

South Carolina

Utah

Washington

Pacific City Joint Water Sanitary Authority
 Pacific Communities Health District
 Palatine Hill Water District
 Peninsula Drainage District No. 1
 Peninsula Drainage District No. 2
 Pilot Rock Fire Protection District
 Pine Grove Rural Fire Protection District
 Pleasant Hill Rural Fire Protection District
 Pleasant Home Water District
 Polk County Fire District No. 1
 Polk County Housing Authority
 Polk Soil and Water Conservation District
 Portland Metropolitan Area Water District
 Public Procurement Authority
 Rainbow Water District
 Raleigh Water District
 Redmond Area Park and Recreation District
 Riddle Rural Fire District
 River Forest Acres Special Road District
 River Road Park and Recreation District
 Riversgrove Water District
 Roads End Sanitary District
 Roberts Creek Water District
 Rockwood Water People's Utility District
 Rogue River Cemetery Maintenance District
 Rogue Valley Transportation District
 Rovsburg Urban Sanitary Authority
 Sable Drive Road District
 Salem Area Mass Transit District
 Salem Housing Authority
 Salem-Keizer Transit District
 Santa Clara Rural Fire Protection District
 Sentinel Water Control District
 Scappoose Rural Fire District
 Scio Rural Fire District
 Scottsburg Rural Fire District
 Seal Rock Fire District
 Seal Rock Water District
 Shاطئ-La Water District
 Shasta View Irrigation District
 Siletz Rural Fire Protection District
 Silverton Fire District
 Sisters-Camp Sherman Rural Fire Protection District
 Siuslaw Public Library District
 South Clatsamas Transportation District
 South Suburban Sanitary District
 Southern Curry Cemetery Maintenance District
 Southwest Lincoln County Water District
 Spring River Special Road District
 Springfield Utility District
 Stanfield Fire District No. 7-402
 Staylor Fire District
 Suburban East Salem Water District
 Sunrise Water Authority
 Sunset Empire Transportation District
 Swallow Irrigation District
 Sweet Home Fire and Ambulance District
 Talent Irrigation District
 Terebovne Domestic Water District
 Three Sisters Irrigation District
 Tillamook County Transportation District
 Tillamook People's Utility District
 Tiller Rural Fire District
 Toledo Rural Fire Protection District
 Tri City Rural Fire District No. 4
 Tri City Water District
 Tri-City Service District
 Tri-County Metropolitan Transportation District
 Tualatin Hills Park and Recreation District
 Tualatin Hills Park and Recreation District
 Tualatin Valley Irrigation District
 Tualatin Valley Water District
 Tumalo Irrigation District
 Twin Rocks Sanitary District
 Umatilla County Housing Authority
 Umatilla Hospital District
 Umatilla Land Redevelopment Authority
 Umatilla Morrow Radio and Data District
 Umatilla Reservation Housing Authority
 Umatilla Rural Fire Protection District
 Union Cemetery District
 Vale Oregon Irrigation District
 Valley View Water District
 Vandervert Acres Special Road District
 Vineyard Mountain Water and Improvement District
 Walla Walla River Irrigation District
 Wallowa County Health Care District
 Wamic Water and Sanitary Authority
 Warm Springs Housing Authority
 Wasco County Soil and Water Conservation District
 Washington County Fire District No. 2
 Washington County Housing Authority
 Water Wonderland Improvement District
 Wedderburn Sanitary District

Clark County Fire District No. 5
 Clark County Fire Protection District No. 3
 Clark County Fire Protection District No. 6
 Clark County Public Utility District No. 1
 Clark Regional Wastewater District
 Cline Irrigation District
 Clinton Water District
 Coal Creek Utility District
 Columbia Conservation District
 Columbia County Fire District No. 3
 Columbia County Public Hospital District No. 1
 Columbia County Rural Library District
 Columbia Irrigation District
 Columbia Valley Water District
 Colville Indian Housing Authority
 Consolidated Irrigation District No. 14
 Covington Water District
 Cowiche Sewer District
 Cowitz County Cemetery District No. 2
 Cowitz County Fire District No. 6
 Cowitz County Public Utility District No. 1
 Cowitz Transit Authority
 Cross Valley Water District
 Dallesport Water District
 Douglas County Fire District No. 2
 Douglas County Fire Protection District No. 5
 Douglas County Public Utility District No. 1
 Douglas County Sewer District No. 1
 Douglas-Okanogan County Fire District No. 15
 East Columbia Basin Irrigation District
 East Gig Harbor Water District
 East Lewis County Public Development Authority
 East Pierce Fire and Rescue District No. 22
 East Spokane Water District No. 1
 East Wenatchee Water District
 Eastmott Metropolitan Park District
 Eastsound Sewer and Water District
 Edmonds Public Facilities District
 Ellensburg Business Development Authority
 Enterprise Cemetery District No. 7
 Entiat Irrigation District
 Everett Housing Authority
 Everett Public Facilities District
 Evergreen Water-Sewer District No. 19
 Fall City Water District
 Ferry/Okanogan County Fire Protection District No. 1
 Ferry/Okanogan County Fire Protection District No. 13
 Fisherman Bay Sewer District
 Foster Creek Conservation District
 Four Lakes Water District No. 10
 Franklin Conservation District
 Franklin County Cemetery District No. 2
 Franklin County Fire District No. 1
 Franklin County Fire Protection District No. 3
 Franklin County Irrigation District No. 1
 Franklin County Public Utility District No. 1
 Freeland Water and Sewer District
 FL Wooden Public Development Authority
 Gardena Farms Irrigation District No. 13
 Goforth Special Utility District
 Grand Coulee Project Hydroelectric Authority
 Grandview Irrigation District
 Grant County Airport District No. 1
 Grant County Fire District No. 10
 Grant County Fire District No. 11
 Grant County Fire District No. 3
 Grant County Fire District No. 4
 Grant County Fire District No. 7
 Grant County Fire Protection District No. 5
 Grant County Housing Authority
 Grant County Mosquito Control District No. 1
 Grant County Mosquito District No. 2
 Grant County Port District No. 4
 Grant County Port District No. 6
 Grant County Port District No. 7
 Grant County Public Hospital District No. 1
 Grant County Public Hospital District No. 2
 Grant County Public Hospital District No. 3
 Grant County Public Hospital District No. 4
 Grant County Public Utility District No. 2
 Grant Transit Authority
 Grays Harbor Conservation District
 Grays Harbor County Fire Protection District No. 11
 Grays Harbor County Fire Protection District No. 12
 Grays Harbor County Fire Protection District No. 14
 Grays Harbor County Fire Protection District No. 2
 Grays Harbor County Fire Protection District No. 7
 Grays Harbor County Housing Authority
 Grays Harbor County Water District No. 1
 Grays Harbor County Water District No. 2
 Grays Harbor Drainage District No. 1
 Grays Harbor Fire District No. 10
 Grays Harbor Historical Seaport Authority
 Grays Harbor Public Utility District No. 1

Hawai

Idaho

Oregon

South Carolina

Utah

Washington

West Slope Water District
 West Valley Housing Authority
 Western Lane Ambulance District
 Westport Wauna Rural Fire Protection District
 Westwood Hills Road District
 Ward Memorial Park District
 Wickup Water District
 Williamslane Park and Recreation District
 Williams Rural Fire Protection District
 Willow Creek Park District
 Winchester Bay Sanitary District
 Winston-Dillard Fire District
 Winston-Dillard Water District
 Woodburn Rural Fire Protection District
 Yamhill County Housing Authority
 Yamhill Fire Protection District
 Youngs River-Lewis and Clark Water District

State
 Oregon Department of Administrative Services
 Oregon Department of Revenue
 Oregon Health Licensing Agency
 Oregon Higher Education Coordinating Commission
 Oregon Secretary of State
 Oregon State Board of Nursing
 State of Oregon

Tribal
 Burns Paiute Tribe
 Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians
 Confederated Tribes of Grand Ronde Community
 Confederated Tribes of Siletz Indians
 Confederated Tribes of the Umatilla Indian Reservation
 Confederated Tribes of the Warm Springs
 Coquille Indian Tribe
 Hamath Tribes

Grays Harbor Transportation Authority
 Greater Wenatchee Irrigation District
 Greater Wenatchee Regional Events Center Public Facilities District
 Green Tank Irrigation District No. 11
 Hartstone Pointe Water-Sewer District
 Highland Water District
 Highlands Sewer District
 Highline Water District
 Historic Seattle Preservation and Development Authority
 Holmes Harbor Sewer District
 Hunters Water District
 Hydro Irrigation District No. 9
 Icicle Irrigation District
 Inchelium Water District
 Irwin Water District No. 6
 Island County Fire District No. 3
 Island County Fire Protection District No. 1
 Island County Housing Authority
 Jefferson County Conservation District
 Jefferson County Fire District No. 5
 Jefferson County Fire Protection District No. 1
 Jefferson County Fire Protection District No. 3
 Jefferson County Public Utility District No. 1
 Jefferson County Water District No. 3
 Jefferson Transit Authority
 Juniper Beach Water District
 Kapowsin Water District
 Kelso Housing Authority
 Kennewick Housing Authority
 Kennewick Irrigation District
 Kennewick Public Facilities District
 Kennewick Public Hospital District
 Kent Fire Department Regional Fire Authority
 Key Peninsula Metro Parks District
 King County Airport District No. 1
 King County Ferry District
 King County Fire Protection District No. 16
 King County Fire Protection District No. 7
 King County Fire Protection District No. 20
 King County Fire Protection District No. 25
 King County Fire Protection District No. 27
 King County Fire Protection District No. 28
 King County Fire Protection District No. 34
 King County Fire Protection District No. 37
 King County Fire Protection District No. 40
 King County Fire Protection District No. 43
 King County Fire Protection District No. 44
 King County Fire Protection District No. 45
 King County Fire Protection District No. 47
 King County Fire Protection District No. 50
 King County Flood Control District
 King County Hospital District No. 4
 King County Housing Authority
 King County Public Hospital District No. 1
 King County Public Hospital District No. 2
 King County Water District No. 1
 King County Water District No. 111
 King County Water District No. 117
 King County Water District No. 119
 King County Water District No. 125
 King County Water District No. 19
 King County Water District No. 20
 King County Water District No. 45
 King County Water District No. 49
 King County Water District No. 54
 King County Water District No. 90
 Kitsap Conservation District
 Kitsap County Consolidated Housing Authority
 Kitsap County Fire District No. 18
 Kitsap County Public Utility District No. 1
 Kitsap County Rural Library District
 Kitsap Public Health District
 Kittitas County Conservation District
 Kittitas County Fire District No. 2
 Kittitas County Fire Protection District No. 7
 Kittitas County Hospital District No. 2
 Kittitas County Housing Authority
 Kittitas County Public Utility District No. 1
 Kittitas County Water District No. 5
 Kittitas County Water District No. 6
 Kittitas County Water District No. 7
 Klickitat County Fire District No. 14
 Klickitat County Fire District No. 15
 Klickitat County Fire District No. 1
 Klickitat County Fire Protection District No. 4
 Klickitat County Fire Protection District No. 5
 Klickitat County Port District No. 1
 Klickitat County Public Hospital District No. 1
 Klickitat County Public Hospital District No. 2
 Klickitat County Public Utility District No. 1
 Lacey Fire District 3
 Lake Chelan Reclamation District
 Lake Chelan Sewer District
 Lake Forest Park Water District

Hawaii

Idaho

Oregon

South Carolina

Utah

Washington

Lake Stevens Sewer District
Lake Wenatchee Water District
Lake Whatcom Water and Sewer District
Lakehaven Utility District
Lakewood Water District
Lenora Water and Sewer District
Lewis County Conservation District
Lewis County Fire District No. 1
Lewis County Fire District No. 11
Lewis County Fire District No. 13
Lewis County Fire District No. 18
Lewis County Fire District No. 9
Lewis County Fire Protection District No. 14
Lewis County Fire Protection District No. 16
Lewis County Fire Protection District No. 2
Lewis County Fire Protection District No. 5
Lewis County Fire Protection District No. 6
Lewis County Fire Protection District No. 8
Lewis County Hospital District No. 1
Lewis County Public Facilities District
Lewis County Public Utility District No. 1
Lewis County Water District No. 3
Lewis County Water District No. 3
Lewis Public Transportation Benefit Area Authority
Liberty Lake Sewer and Water District
Lincoln County Fire District No. 1
Lincoln County Fire District No. 4
Lincoln County Fire Protection District No. 5
Lincoln County Fire Protection District No. 6
Lincoln County Fire Protection District No. 8
Lincoln County Hospital District No. 3
Lincoln-Adams County Fire Protection District No. 3
Longview Housing Authority
Lopez Island Library District
Lower Elwha Housing Authority
Lower Squilchuck Irrigation District
Lummi Housing Authority
Lummi Tribal Sewer and Water District
Makah Housing Authority
Malaga Water District
Manchester Water District
Manson Park and Recreation District
Marshland Flood Control District
Marysville Fire District
Mason Conservation District
Mason County Fire District No. 13
Mason County Fire District No. 17
Mason County Fire District No. 2
Mason County Fire District No. 4
Mason County Fire Protection District No. 5
Mason County Fire Protection District No. 8
Mason County Housing Authority
Mason County Public Hospital District No. 1
Mason County Public Utility District No. 1
Mason County Public Utility District No. 3
Mason County Transit Authority
Methow Valley Irrigation District
Mid-Columbia Library District
Midway Sewer District
Moab Irrigation District No. 20
Moses Lake Irrigation and Rehabilitation District
Mukiteo Water and Wastewater District
Naches-Selah Irrigation District
North Beach Water District
North Central Washington Economic Development District
North City Water District
North County Regional Fire Authority
North Highline Fire District
North Perry Avenue Water District
North Whidbey Park and Recreation District
Northeast Sammamish Sewer and Water District
Northshore Utility District
Northwest Park and Recreation District No. 2
Okanogan Conservation District
Okanogan County Cemetery District No. 4
Okanogan County Fire District No. 6
Okanogan County Fire Protection District No. 11
Okanogan County Housing Authority
Okanogan County Public Hospital District No. 3
Okanogan County Public Hospital District No. 4
Okanogan County Public Utility District No. 1
Okanogan Fire Protection District No. 16
Okanogan Irrigation District
Olympic View Water and Sewer District
Olympus Terrace Sewer District
Orcas Island Library District
Orchard Avenue Irrigation District No. 6
Oroville Housing Authority
Oroville-Tonasket Irrigation District
Othello Housing Authority
Pacific Conservation District
Pacific County Fire District No. 2
Pacific County Fire Protection District No. 1
Pacific County Fire Protection District No. 3

Hawaii

Idaho

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Utah

Washington

- Pacific County Public Healthcare Services District No. 3
- Pacific County Public Utility District No. 2
- Pacific Hospital Preservation and Development Authority
- Paiouwe Conservation District
- Pasco/Franklin County Housing Authority
- Pend Oreille County Fire District No. 2
- Pend Oreille County Fire District No. 4
- Pend Oreille County Fire District No. 5
- Pend Oreille County Library District
- Pend Oreille County Public Hospital District No. 1
- Pend Oreille County Public Utility District No. 1
- Peninsula Housing Authority
- Peninsula Metropolitan Park District
- Peshastin Irrigation District
- Peshastin Water District
- Pierce Conservation District
- Pierce County Fire District No. 13
- Pierce County Fire District No. 16
- Pierce County Fire District No. 18
- Pierce County Fire District No. 23
- Pierce County Fire District No. 27
- Pierce County Fire District No. 3
- Pierce County Fire District No. 5
- Pierce County Fire District No. 8
- Pierce County Fire Protection District No. 14
- Pierce County Fire Protection District No. 2
- Pierce County Fire Protection District No. 71
- Pierce County Housing Authority
- Pike Place Market Preservation and Development Authority
- Pont Roberts Water District No. 4
- Ponderay Shores Water and Sewer District
- Port Ludlow Drainage District
- Prescott Joint Parks and Recreation District
- Prosser Fire District No. 3
- Prosser Public Hospital District
- Public Hospital District No. 1
- Public Hospital District No. 3
- Public Utility District No. 1
- Puyallup Tribal Health Authority
- Quilletee Housing Authority
- Quinaltup Housing Authority
- Quincy-Columbia Basin Irrigation District
- Renson Housing Authority
- Richland Housing Authority
- ~~Richland Public Facilities District~~
- Ronald Westwater District
- Rosa Irrigation District
- Sacheen Lake Sewer and Water District
- Sammamish Plateau Water and Sewer District
- San Juan Island Library District
- Saratoga Water District
- Scatchell Head Water District
- Seattle Chinatown International District Preservation and Development Authority
- Seattle Housing Authority
- Seattle Southside Regional Tourism Authority
- Selah-Moxee Irrigation District
- Si View Metropolitan Park District
- Silver Lake Flood Control District
- Silver Lake Water And Sewer District
- Silverdale Water District
- Skagit Conservation District
- Skagit County Cemetery District No. 2
- Skagit County Fire District No. 10
- Skagit County Fire District No. 11
- Skagit County Fire District No. 15
- Skagit County Fire District No. 9
- Skagit County Fire Protection District No. 13
- Skagit County Fire Protection District No. 14
- Skagit County Fire Protection District No. 2
- Skagit County Fire Protection District No. 3
- Skagit County Fire Protection District No. 4
- Skagit County Fire Protection District No. 5
- Skagit County Fire Protection District No. 8
- Skagit County Housing Authority
- Skagit County Public Hospital District No. 1
- Skagit County Public Hospital District No. 2
- Skagit County Public Hospital District No. 304
- Skagit County Public Utility District No. 1
- Skagit County Sewer District No. 1
- Skagit County Sewer District No. 2
- Skagit Valley Public Hospital District No. 1
- Skamania County Fire District No. 1
- Skamania County Fire District No. 4
- Skamania County Public Hospital District No. 1
- Skamania County Public Utility District No. 1
- Skamawawa Water and Sewer District
- Skyway Water and Sewer District
- Snohomish County Fire District No. 15
- Snohomish County Fire District No. 16
- Snohomish County Fire District No. 19
- Snohomish County Fire District No. 26
- Snohomish County Fire District No. 5
- Snohomish County Fire Protection District No. 1
- Snohomish County Fire Protection District No. 17

Hawai

Idaho

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Washington

Snohomish County Fire Protection District No. 21
 Snohomish County Fire Protection District No. 22
 Snohomish County Fire Protection District No. 25
 Snohomish County Fire Protection District No. 28
 Snohomish County Fire Protection District No. 3
 Snohomish County Fire Protection District No. 7
 Snohomish County Housing Authority
 Snohomish County Hospital District No. 1
 Snohomish County Public Hospital District No. 2
 Snohomish County Public Utility District No. 1
 Snohomish Health District
 Snohomish River Regional Water Authority
 Snoqualmie Valley Hospital District
 South Columbia Basin Irrigation District
 South Correctional Entity Public Development Authority
 South Naches Irrigation District
 South Whatcom Fire Authority
 South Whidbey Parks and Recreation District
 South Yakima Conservation District
 Southwest Suburban Sewer District
 Spokane Conservation District
 Spokane County Fire District No. 12
 Spokane County Fire District No. 2
 Spokane County Fire District No. 4
 Spokane County Fire Protection District No. 10
 Spokane County Fire Protection District No. 11
 Spokane County Fire Protection District No. 13
 Spokane County Fire Protection District No. 3
 Spokane County Fire Protection District No. 5
 Spokane County Fire Protection District No. 8
 Spokane County Fire Protection District No. 9
 Spokane County Library District
 Spokane County Water District No. 3
 Spokane Housing Authority
 Spokane Indian Housing Authority
 Spokane Public Facilities District
 Spokane Regional Health District
 Spokane Transit Authority
 Startup Water District
 Steptoe Sewer District No. 1
 Stevens County Fire District No. 2
 Stevens County Fire District No. 6
 Stevens County Fire Protection District No. 1
 Stevens County Fire Protection District No. 10
 Stevens County Fire Protection District No. 12
 Stevens County Fire Protection District No. 5
 Stevens County Public Utility District No. 1
 Stevens County Rural Library District
 Stevens Pass Sewer District
 Sun Harbor Water District No. 3
 Sunnyside Housing Authority
 Sunnyside Valley Irrigation District
 Sunnyslope Water District
 Swinomish Housing Authority
 Tacoma Community Redevelopment Authority
 Tacoma Housing Authority
 Tacoma Metropolitan Park District
 Terrace Heights Sewer District
 Thea Foss Waterway Development Authority
 Three Rivers Regional Wastewater Authority
 Thurston Conservation District
 Thurston County Fire District No. 12
 Thurston County Fire District No. 4
 Thurston County Fire District No. 9
 Thurston County Fire Protection District No. 3
 Thurston County Fire Protection District No. 5
 Thurston County Fire Protection District No. 6
 Thurston County Fire Protection District No. 8
 Thurston County Housing Authority
 Thurston County Public Utility District No. 1
 Tri-County Economic Development District
 Tukwila Metropolitan Park District
 Underwood Conservation District
 Ureon Gap Irrigation District
 Val Vue Sewer District
 Valley Regional Fire Authority
 Valley View Sewer District
 Valley Water District
 Vancouver Housing Authority
 Vashon Park District
 Wahkiakum County Public Utility District No. 1
 Wahkiakum Fire Protection District No. 1
 Wahkiakum Port District No. 1
 Walla Walla County Fire Protection District No. 1
 Walla Walla County Fire Protection District No. 3
 Walla Walla County Fire Protection District No. 4
 Walla Walla County Fire Protection District No. 5
 Walla Walla County Fire Protection District No. 8
 Walla Walla County Rural Library District
 Walla Walla Housing Authority
 Wallula Water District No. 1
 Washington State Convention Center Public Facilities District
 Washington State Major League Baseball Stadium Public Facilities District
 Washington State Tobacco Settlement Authority

- Water District 19
- Wells Ranch Irrigation District
- Wenatchee Reclamation District
- Wenatchee-Chiwawa Irrigation District
- West Sound Utility District
- Whatcom Conservation District
- Whatcom County Fire District No. 1
- Whatcom County Fire District No. 11
- Whatcom County Fire District No. 14
- Whatcom County Fire District No. 16
- Whatcom County Fire District No. 17
- Whatcom County Fire District No. 4
- Whatcom County Fire District No. 5
- Whatcom County Fire District No. 7
- Whatcom County Fire District No. 8
- Whatcom County Public Library District No. 1
- Whatcom County Water District No. 12
- Whatcom County Water District No. 13
- Whatcom County Water District No. 2
- Whatcom County Water District No. 7
- Whatcom Transportation Authority
- Whitbey Island Public Hospital District
- Whitstone Reclamation District
- Whitman County Fire District No. 11
- Whitman County Fire Protection District No. 12
- Whitman County Fire Protection District No. 14
- Whitman County Fire Protection District No. 7
- Whitman County Public Hospital District No. 3
- Whitman County Rural Library District
- Whitworth Water District No. 2
- Willapa Valley Water District
- William Shore Memorial Pool District
- Williams Lake Sewer District No. 2
- Wine Science Center Development Authority
- Wollochet Harbor Sewer District
- Woodville Water District
- Yakima County Fire District No. 1
- Yakima County Fire District No. 3
- Yakima County Fire District No. 4
- Yakima County Fire District No. 5
- Yakima County Fire District No. 6
- Yakima County Fire Protection District No. 12
- Yakima County Fire Protection District No. 14
- Yakima County Mosquito Control District
- Yakima Housing Authority
- Yakima Regional Clean Air Authority
- Yakima Rural County Library District
- Yakima Tieton Irrigation District
- State
- North Seattle Community College
- Seattle Colleges
- State Of Washington
- Washington State Department of Enterprise Services
- Washington State Department of Health
- Washington State Department of Social and Health Services
- Washington State Health Care Authority
- Tribal
- Columbia River Inter-Tribal Fish Commission
- Confederated Tribes of the Chehalis Reservation
- Confederated Tribes of the Colville Reservation
- Confederated Tribes of the Yakama Nation
- Cowlitz Indian Tribe
- Hoh Indian Tribe
- Jamestown S'Klallam Tribe
- Kalispel Tribe of Indians
- Lower Elwha Klallam Tribe
- Lummi Indian Nation
- Makah Tribe
- Muckleshoot Indian Tribe
- Nisqually Indian Tribe
- Nooksack Indian Tribe
- Port Gamble S'Klallam Tribe
- Puyallup Tribe of Indians
- Quileute Indian Tribe
- Quinalt Indian Nation
- Sameish Indian Nation
- Sauk Swattle Indian Tribe
- Skokomish Indian Tribe
- Snoqualmie Indian Tribe
- Spokane Tribe
- Squamish Island Tribe
- Silligquamish Tribe of Indians
- Squamish Tribe
- Swinomish Indian Tribal Community
- Tulalip Tribes
- Upper Skagit Indian Tribe
- Yakama Nation Land Enterprise



Appendix C - Political Subdivision List for Virginia

City/Town

City of Alexandria
 City of Bristol
 City of Buena Vista
 City of Charlottesville
 City of Chesapeake
 City of Colonial Heights
 City of Covington
 City of Danville
 City of Emporia
 City of Fairfax
 City of Falls Church
 City of Franklin
 City of Fredericksburg
 City of Galax
 City of Hampton
 City of Harrisonburg
 City of Hopewell
 City of Hopewell
 City of Lexington
 City of Lynchburg
 City of Manassas
 City of Manassas Park
 City of Martinsville
 City of Newport News
 City of Norfolk
 City of Norton
 City of Petersburg
 City of Poquoson
 City of Portsmouth
 City of Radford
 City of Richmond
 City of Roanoke
 City of Salem
 City of Staunton
 City of Suffolk
 City of Virginia Beach
 City of Waynesboro
 City of Williamsburg
 City of Winchester
 Town of Albion
 Town of Alberta
 Town of Altavista
 Town of Amherst
 Town of Appalachia
 Town of Appomattox
 Town of Ashland
 Town of Bedford
 Town of Berryville
 Town of Big Stone Gap
 Town of Blacksburg
 Town of Bluefield
 Town of Boones Hill
 Town of Bowling Green
 Town of Boyce
 Town of Boylston
 Town of Bridgewater
 Town of Broadway
 Town of Brodnax
 Town of Brookneal
 Town of Buchanan
 Town of Burkettville
 Town of Cape Charles
 Town of Cedar Bluff
 Town of Charlotte Court House
 Town of Chase City
 Town of Chatham
 Town of Cheriton
 Town of Chilhowie
 Town of Christian Springs
 Town of Christiansburg
 Town of Claremont
 Town of Clarksville
 Town of Clifton
 Town of Clifton Forge
 Town of Clinchwood
 Town of Clinwood
 Town of Coeburn
 Town of Colonial Beach
 Town of Columbia
 Town of Courtland
 Town of Craigsville
 Town of Crewe
 Town of Culpeper
 Town of Damascus
 Town of Dayton
 Town of Dendron
 Town of Dilwyn
 Town of Drakes Branch
 Town of Dublin
 Town of Dumfries
 Town of Dungeness

Special Districts

Acomack-Norhampton Transportation District
 Albemarle County Service Authority
 Albemarle-Charlottesville Regional Jail Authority
 Alexandria Redevelopment and Housing Authority
 Appomattox River Water Authority
 Bath County Airport Authority
 Bedford County Economic Development Authority
 Bedford Regional Water Authority
 Big Stone Gap Redevelopment and Housing Authority
 Blacksburg-Christiansburg VPI Water Authority
 Blacksburg-Virginia Polytechnic Institute Sanitation Authority
 Blue Ridge Airport Authority
 Blue Ridge Crossroads Economic Development Authority
 Blue Ridge Regional Jail Authority
 Blue Ridge Soil and Water Conservation District
 Bristol Redevelopment and Housing Authority
 Brookneal-Campbell County Airport Authority
 Brunswick County Industrial Development Authority
 Buchanan County Industrial Development Authority
 Buena Vista Public Service Authority
 Campbell County Utilities and Service Authority
 Carroll County Industrial Development Authority
 Carroll-Grayson-Galax Solid Waste Authority
 Castlewood Water and Sewage Authority
 Central Shenandoah Planning District Commission
 Central Virginia Regional Jail Authority
 Central Virginia Waste Management Authority
 Charlottesville Redevelopment and Housing Authority
 Charlottesville-Albemarle Airport Authority
 Chesapeake Airport Authority
 Chesapeake Bay Bridge and Tunnel District
 Chesapeake Hospital Authority
 Chesapeake Redevelopment and Housing Authority
 Coeburn-Norton-Wise Regional Wastewater Authority
 Craig-New Castle Solid Waste Authority
 Crater District Area Agency on Aging/Foster Grandparent Program, Inc.
 Culpeper Soil and Water Conservation District
 Cumberland Plateau Planning District Commission
 Cumberland Plateau Regional Housing Authority
 Cumberland Plateau Regional Waste Management Authority
 Danville Redevelopment and Housing Authority
 Danville-Pittsylvania County Regional Industrial Facilities Authority
 Dickenson County Industrial Development Authority
 Dickenson County Public Service Authority
 Dinwiddie Airport and Industrial Authority
 Dinwiddie County Water Authority
 District Three Governmental Cooperative
 Dryden Water Authority
 Eastern Shore of Virginia Broadband Authority
 Essex County Industrial Development Authority
 Fairfax County Economic Development Authority
 Fairfax County Park Authority
 Fairfax County Redevelopment and Housing Authority
 Fairfax County Water Authority
 Fauquier County Water and Sanitation Authority
 Floyd County Economic Development Authority
 Floyd County Public Service Authority
 Franklin Redevelopment and Housing Authority
 Frederick County Sanitation Authority
 Fredericksburg Stafford Park Authority
 Frederick-Winchester Service Authority
 Front Royal-Warren County Economic Development Authority
 Ft. Monroe Authority
 Giles County Public Service Authority
 Greensville County Water and Sewer Authority
 Halifax County Industrial Development Authority
 Halifax County Service Authority
 Hampton Redevelopment and Housing Authority
 Hampton Roads Planning District Commission
 Hampton Roads Regional Jail Authority
 Hampton Roads Sanitation District
 Harrisonburg Redevelopment and Housing Authority
 Harrisonburg-Rockingham Regional Sewer Authority
 Headwaters Soil and Water Conservation District
 Hopewell Redevelopment and Housing Authority
 James River Water Authority
 John Haragan Water Authority
 Joint Public Service Authority
 Lee County Industrial Development Authority
 Lee County Public Service Authority
 LENOXCO Planning District Commission
 Lord Fairfax Soil and Water Conservation District
 Loudoun County Sanitation Authority
 Louisa County Water Authority
 Lynchburg Redevelopment and Housing Authority
 Marion Redevelopment and Housing Authority
 Maury Service Authority
 Mecklenburg-Brunswick Regional Airport Authority
 Meherrin River Regional Jail Authority
 Middle Patuxent Regional Airport Authority

Public K-12

Acomack County Public Schools
 Albemarle County Public Schools
 Alexandria City Public Schools
 Alleghany County Public Schools
 Amelia County Public Schools
 Amherst County Public Schools
 Appomattox County Public Schools
 Arlington Public Schools
 Atlantic Shores Christian Schools
 Augusta County Public Schools
 Bath County Public Schools
 Bedford County Public Schools
 Bland County Public Schools
 Botetourt County Public Schools
 Bristol Virginia Public Schools
 Brunswick County Public Schools
 Buchanan County Schools
 Buckingham County Public Schools
 Buena Vista City Public Schools
 Campbell County Public Schools
 Caroline County Public Schools
 Carroll County Public Schools
 Charles City County School District
 Charlotte County Public Schools
 Charlottesville City Schools
 Chesapeake Public Schools
 Chesterfield County Public Schools
 Clarke County School District
 Colonial Beach School
 Colonial Heights Public Schools
 Cooper River School District
 Covington City Public Schools
 Craig County Public Schools
 Culpeper County Public Schools
 Cumberland County Public Schools
 Danville Public Schools
 Dickenson County Public Schools
 Dinwiddie County Public Schools
 Fairfax County Public Schools
 Falls Church City Public Schools
 Fauquier County Public Schools
 Floyd County Public Schools
 Fluvanna County Public Schools
 Franklin City Schools
 Franklin County Public Schools
 Fredericks County Public Schools
 Fredericksburg City Public Schools
 Galax City Public Schools
 Giles County Public Schools
 Gloucester County Public Schools
 Gloucester County Public Schools
 Grayson County Public Schools
 Greene County Schools
 Greensville County Public Schools
 Harrisonburg City Public Schools
 Henrico County Public Schools
 Henry County Public Schools
 Highland County Public Schools
 Hopewell Public Schools
 Imagine Schools
 Isle of Wight County Schools
 King and Queen County Public Schools
 King George County Public Schools
 King William County Public Schools
 Lancaster County Public School System
 Lee County Public Schools
 Lexington City Schools
 Loudoun County Public Schools
 Louisa County Public Schools
 Lynchburg City Schools
 Madison County Public Schools
 Manassas City Public Schools
 Manassas Park City Schools
 Martinsville Public Schools
 Mathews County School District
 Mecklenburg County Public Schools
 Middlesex County Public Schools
 Montgomery County Public Schools
 Nelson County Public Schools
 New Kent County Schools
 Newport News Public Schools
 Norfolk Public Schools
 Northampton County School District
 Northumberland County Public Schools
 Norton City Public Schools
 Orange County Public Schools

County

Acomack County
 Albemarle County
 Alleghany County
 Amelia County
 Amherst County
 Appomattox County
 Arlington County
 Augusta County
 Bath County
 Bedford County
 Bedford County Public Service Authority
 Bland County
 Botetourt County
 Brunswick County
 Buchanan County
 Buchanan County Public Service Authority
 Buckingham County
 Buckingham County Board of Supervisors
 Campbell County
 Caroline County
 Carroll County
 Carroll County Public Service Authority
 Charles City County
 Charlotte County
 Charlottesville County
 Chesapeake County
 Chesterfield County
 Clarke County
 Colonial Beach County
 Cumberland County
 Essex County
 Fairfax County
 Fauquier County
 Floyd County
 Fluvanna County
 Franklin County
 Frederick County
 Giles County
 Gloucester County
 Hanover County
 Henrico County
 Henry County
 Henry County Public Service Authority
 Highland County
 Isle of Wight County
 James City County
 King and Queen County
 King George County
 King George County Service Authority
 King William County
 Lancaster County
 Lee County
 Loudoun County
 Louisa County
 Lunenburg County
 Madison County
 Mathews County
 Mecklenburg County
 Middlesex County
 Montgomery County
 Nelson County
 New Kent County
 Northampton County
 Northumberland County
 Nottingham County
 Orange County
 Page County
 Patrick County
 Pittsylvania County
 Pittsylvania County Service Authority
 Powhatan County
 Prince Edward County
 Prince George County
 Prince William County
 Prince William County Service Authority
 Pulaski County
 Rappahannock County
 Richmond County
 Roanoke County
 Rockbridge County
 Rockbridge County Public Service Authority
 Rockingham County
 Ross County
 Scott County

Public Higher Education

Blue Ridge Community College
 Central Virginia Community College
 Christopher Newport University
 College of William and Mary
 Dabney S. Lancaster Community College
 Danville Community College
 Eastern Shore Community College
 Eastern Virginia Medical School
 George Mason University
 Bedford County
 Germanna Community College
 J. Sargeant Reynolds Community College
 James Madison University
 John Tyler Community College
 Longwood University
 Lord Fairfax Community College
 Manhattan Technical Center
 Mountain Empire Community College
 New College Institute
 New River Community College
 Norfolk State University
 Northern Virginia Community College
 Old Dominion University
 Charles City County
 Patrick Henry Community College
 Paul D. Campt Community College
 Piedmont Virginia Community College
 Radford University
 Rappahannock Community College
 Richard Bland College
 Rowan Technical Center
 Southern Virginia Higher Education Center
 Dinwiddie County
 Southside Virginia Community College
 Southwest Virginia Community College
 State Council of Higher Education for Virginia
 Thomas Nelson Community College
 Tidewater Community College
 University of Mary Washington
 University of Virginia
 University of Virginia Foundation
 University of Virginia Health System
 University of Virginia, Wise
 Virginia College Savings Plan
 Virginia Commonwealth University
 Virginia Community College System
 Virginia Highlands Community College
 Virginia Military Institute
 Virginia Polytechnic Institute and State University
 Virginia State University
 Virginia Western Community College
 Wytheville Community College

State

State of Virginia
 Virginia Department of Behavioral Health and Developmental Services
 Virginia Department of General Services
 Virginia Department of Health
 Virginia Department of Health Professions
 Virginia Department of Public Works

Townships

Township of Green, Ross County

City/Town

Town of Elkton
 Town of Exmore
 Town of Farmville
 Town of Fincastle
 Town of Floyd
 Town of Fries
 Town of Front Royal
 Town of Gate City
 Town of Glad Spring
 Town of Glasgow
 Town of Glen Lyn
 Town of Gordonsville
 Town of Goschen
 Town of Gretna
 Town of Grovetts
 Town of Halifax
 Town of Hamilton
 Town of Haymarket
 Town of Hays
 Town of Herndon
 Town of Hillsville
 Town of Honaker
 Town of Hurt
 Town of Independence
 Town of Iron Gate
 Town of Irvington
 Town of Jonesville
 Town of Kenbridge
 Town of Keysville
 Town of Kilmarnock
 Town of La Crosse
 Town of Lawnesville
 Town of Leesburg
 Town of Louisa
 Town of Lovettsville
 Town of Luray
 Town of Manassas
 Town of Middleburg
 Town of Middletown
 Town of Mineral
 Town of Monterey
 Town of Montross
 Town of Mt. Jackson
 Town of Narrows
 Town of New Castle
 Town of New Market
 Town of Nicksville
 Town of Occoquan
 Town of Orange
 Town of Orange
 Town of Parkersburg
 Town of Parkersburg
 Town of Pearisburg
 Town of Pembroke
 Town of Pennington Gap
 Town of Phenix
 Town of Pocahontas
 Town of Pound
 Town of Pulaski
 Town of Purcellville
 Town of Quantico
 Town of Remington
 Town of Rich Creek
 Town of Richards
 Town of Ridgeway
 Town of Rocky Mount
 Town of Round Hill
 Town of Rural Retreat
 Town of Seaford
 Town of Scottsville
 Town of Shenandoah
 Town of Smithfield
 Town of South Boston
 Town of South Hill
 Town of St. Paul
 Town of Stanley
 Town of Stephens City
 Town of Strasburg
 Town of Stuart
 Town of Tangier
 Town of Tappahannock
 Town of Tazewell
 Town of Timberville
 Town of Troutville
 Town of Urbanna
 Town of Victoria
 Town of Vienna
 Town of Vinton
 Town of Wakefield
 Town of Warrenton
 Town of Warsaw
 Town of Washington
 Town of Waverly
 Town of West Point
 Town of White Stone
 Town of Windsor
 Town of Wise
 Town of Woodstock
 Town of Wytheville

Special Districts

Montgomery County Public Service Authority
 Montgomery Regional Solid Waste Authority
 Mt. Rogers Planning District Commission
 New River Regional Water Authority
 New River Resource Authority
 New River Valley Planning District Commission
 New River Valley Regional Jail Authority
 Newport News Redevelopment and Housing Authority
 Nicholas County Solid Waste Authority
 Norfolk Airport Authority
 Norfolk Economic Development Authority
 Norfolk Redevelopment and Housing Authority
 Northern Neck Planning District Commission
 Northern Virginia Regional Park Authority
 Northern Virginia Transportation Authority
 Northwest Regional Jail Authority
 NV Regional Water Authority
 Pamunkey Regional Jail Authority
 Patrick County Economic Development Authority
 Pepper's Ferry Regional Wastewater Treatment Authority
 Petersburg Redevelopment and Housing Authority
 Peunamansend Creek Regional Jail Authority
 Piedmont Soil and Water Conservation District
 Planning District One Behavioral Health Services
 Portsmouth Redevelopment and Housing Authority
 Prince William County Park Authority
 Pulaski County Public Service Authority
 Pulaski County Sewerage Authority
 Radford Industrial Development Authority
 Randolph County Water, Sewer and Fire Protection Authority
 Rapidan Service Authority
 Rappahannock Regional Jail Authority
 Rappahannock Shenandoah-Warren Regional Jail Authority
 Region 2000 Services Authority
 Richmond Behavioral Health Authority
 Richmond Hospital Authority
 Richmond Metropolitan Authority
 Richmond Redevelopment and Housing Authority
 Richmond Regional Planning District Commission
 Rivanna Solid Waste Authority
 Rivanna Water and Sewer Authority
 Riverside Regional Jail Authority
 Roanoke Redevelopment and Housing Authority
 Roanoke River Service Authority
 Roanoke Valley Broadband Authority
 Roanoke Valley Resource Authority
 Robert L. Lee Soil and Water Conservation District
 Rockbridge Area Network Authority
 Rockbridge County Solid Waste Authority
 Russell County Industrial Development Authority
 Russell County Public Service Authority
 Scott County Economic Development Authority
 Scott County Redevelopment and Housing Authority
 Shenandoah Valley Soil and Water Conservation District
 Smyth County Industrial Development Authority
 Smyth-Washington Regional Industrial Facilities Authority
 South Central Wastewater Authority
 Southeastern Public Service Authority
 Southside Planning District
 Southside Regional Jail Authority
 Southwest Regional Recreation Authority
 Southwest Virginia Regional Jail Authority
 Suffolk Redevelopment and Housing Authority
 Tappahannock-Essex County Airport Authority
 Tazewell County Airport Authority
 Tazewell County Industrial Development Authority
 Tazewell County Public Service Authority
 Thomas Jefferson Planning District Commission
 Thomas Jefferson Soil and Water Conservation District
 Toms Brook-Maurertown Sanitary District
 Upper Occoquan Service Authority
 Valley Municipal Utility District No. 2
 West Hill Economic Development Authority
 Virginia Beach Development Authority
 Virginia Commercial Space Flight Authority
 Virginia Highlands Airport Authority
 Virginia Housing Development Authority
 Virginia Peninsulas Public Service Authority
 Virginia Port Authority
 Virginia Resources Authority
 Virginia Tech/Montgomery Regional Airport Authority
 Virginia/Carolina Water Authority
 Virginia's First Regional Industrial Facility Authority
 Washington County Industrial Development Authority
 Washington County Service Authority
 Waynesboro Economic Development Authority
 Waynesboro Redevelopment and Housing Authority
 West Piedmont Planning District
 Western Virginia Water Authority
 Williamsburg Area Transit Authority
 Winchester Regional Airport Authority
 Wired Road Authority
 Wise County Public Service Authority
 Wise County Redevelopment and Housing Authority
 Woodway Water and Sewer Authority
 Wytheville Redevelopment and Housing Authority

Public K-12

Page County Public Schools
 Patrick County Public Schools
 Petersburg City Public Schools
 Pittsylvania County School District
 Pocahontas City Public Schools
 Portsmouth Public Schools
 Powhatan County Public Schools
 Prince Edward County Schools
 Prince George County Public Schools
 Prince William County Schools
 Pulaski County Public Schools
 Radford City Schools
 Rappahannock County Public Schools
 Richmond City Public Schools
 Richmond County Public Schools
 Roanoke City Public Schools
 Roanoke County Public Schools
 Rockbridge County Schools
 Rockingham County Public Schools
 Russell County Public Schools
 Salem City Schools
 Scott County Public Schools
 Shenandoah County Public Schools
 Smyth County Public Schools
 Southampton County Public Schools
 Spotsylvania County Public Schools
 Stafford County Public Schools
 Staunton City Schools
 Suffolk Public Schools
 Surry County Public Schools
 Sussex County Public Schools
 Tazewell County Public Schools
 Virginia Beach City Public Schools
 Warren County Public Schools
 Washington County School District
 Waynesboro Public Schools
 West Point Public Schools
 Westmoreland County Public Schools
 Williamsburg-James City County Public Schools
 Winchester Public Schools
 Wise County Public Schools
 Wythe County Public Schools
 York County Public Schools

County

Scott County Public Service Authority
 Shenandoah County
 Smyth County
 Southampton County
 Spotsylvania County
 Stafford County
 Surry County
 Sussex County
 Tazewell County
 TH-County Lake Administrative Commission
 Warren County
 Washington County
 Westmoreland County
 Wise County
 Wythe County
 York County

Public Higher Education

State

Townships

**SOURCEWELLSM (Formerly NJPA) AWARDED VENDOR
REQUIRED FEMA TERMS AND CONDITIONS CERTIFICATION**

Procurements by SourcewellSM (Formerly NJPA) or Sourcewell Members utilizing funds under a federal grant or contract funded all or in part by the Federal Emergency Management Agency (FEMA) may be subject to specific federal laws, regulations, and requirements in addition to those under other federal, state and local laws. This may include, but is not limited to, the procurement standards of the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Title 44 of the Code of Federal Regulations, Part 13 (44 CFR Part 13).

The terms included in this section express Vendors willingness and ability to comply with certain requirements which may be applicable to specific Sourcewell Member purchases using FEMA grant or contract dollars. Sourcewell Members may also require Proposers to enter into ancillary agreements, in addition to the Sourcewell contract's general terms and conditions, to address a Member's specific contractual needs, including contract requirements for a procurement using FEMA grants or contracts. Sourcewell reserves the right at any time within a contract term to require an awarded Vendor to reaffirm or resubmit proper documentation relating to these requirements.

Note: The numbering and identification contained within this section is only for reference purposes and does not identify any actual Federal designation or location of the rule. Rules are located in 44 CFR Part 13.

(A) Pursuant to 44 CFR 13.36(i)(1), Sourcewell is entitled to exercise all administrative, contractual, or other remedies permitted by law to enforce Vendor's compliance with the terms of the request for proposal and contract award, including but not limited to those remedies set forth at 44 CFR 13.43.

Vendor Agrees (YES or NO)

Initials of Authorized Representative

(B) Pursuant to 44 CFR 13.36(i)(2), Sourcewell may terminate the contract award for cause or convenience in accordance with the procedures set forth in the request for proposal and contract award and those provided by 44 CFR 13.44.

Vendor Agrees (YES or NO)

Initials of Authorized Representative

(C) Pursuant to 44 CFR 13.36(i)(3)-(6)(12), and (13), Vendor shall comply with the following federal laws during the term of an award for this contract by Sourcewell:

- a. Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor ("DOL") regulations (41 CFR Ch. 60);
- b. Copeland "Anti-Kickback" Act (18 U.S.C. 874), as supplemented in DOL regulations (29 CFR Part 3);
- c. Davis-Bacon Act (40 U.S.C. 276a-276a-7) as supplemented by DOL regulations (29 CFR Part 5);
- d. Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by DOL regulations (29 CFR Part 5);
- e. Section 306 of the Clean Air Act (42 U.S.C. 1857(h), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15); and

f. Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

Vendor Agrees (YES or NO)	Initials of Authorized Representative
(D) Pursuant to 44 CFR 13.36(i)(7), Vendor shall comply with FEMA requirements and regulations pertaining to reporting, including but not limited to those set forth at 44 CFR 40 and 41.	

Vendor Agrees (YES or NO)	Initials of Authorized Representative
(E) Pursuant to 44 CFR 13.36(i)(8), Vendor agrees to the following provisions regarding patents:	
<p>a. During the term of an award for this contract by Sourcewell, all rights to inventions and/or discoveries that arise or are developed, in the course of or under this request for proposal and contract award, shall belong to the Sourcewell Member and be disposed of in accordance with their policy. Sourcewell and Sourcewell members, at its own discretion, may file for patents in connection with all rights to any such inventions and/or discoveries.</p>	

Vendor Agrees (YES or NO)	Initials of Authorized Representative
(F) Pursuant to 44 CFR 13.36(i)(9), Vendor agrees to the following provisions, regarding copyrights:	
<p>a. During the term of an award for this contract by Sourcewell, any copyrightable material or inventions, in accordance with 44 CFR 13.34, FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, for Federal Government purposes:</p> <p>(1) The copyright in any work developed under a grant or contract; and</p> <p>(2) Any rights of copyright to which a grantee or a contractor purchases ownership with grant support.</p>	

Vendor Agrees (YES or NO)	Initials of Authorized Representative
(G) Pursuant to 44 CFR 13.36(i)(10), Vendor shall maintain any books, documents, papers, and records of the Vendor which are directly pertinent to this request for proposal and contract award. At any time during normal business hours and as often as Sourcewell or Sourcewell Members deems necessary, Vendor shall permit Sourcewell or Sourcewell Member, FEMA, the Comptroller General of United States, or any of their duly authorized representatives to inspect and photocopy such records for the purpose of making audit, examination, excerpts, and transcriptions	

Vendor Agrees (YES or NO)	Initials of Authorized Representative
(H) Pursuant to 44 CFR 13.36(i)(11), Vendor shall retain all required records for three years after FEMA or Sourcewell or Sourcewell Members makes final payments and all other pending matters are closed. In addition, Vendor shall comply with record retention requirements set forth in 44 CFR 13.42	

Vendor Agrees (YES or NO) Initials of Authorized Representative

Vendor agrees to comply with federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that Vendor certifies compliance with provisions, laws, acts, regulations, etc. as noted above.

This certification shall be effective through the term of the Vendor's Sourcewell awarded contract.

Vendor: _____

Contract number: _____

Category: _____

Maturity date: _____

Address: _____

City, state, zip code: _____

Phone number: _____

Printed name and title of
authorized representative: _____

Signature of authorized
representative: _____

Date: _____

EXHIBIT “B”

Quote Valid for 90 days

Contract #: 030619-OKC

Date: 9/14/2021

Buying Agency:	Long Beach Fire Department	Contractor:	Oshkosh Airport Products
Contact Person:	Scott hart	Prepared By:	Brianna Propson
Phone:	562-570-3355	Phone:	920-215-5135
Email:	Scott.Hart@longbeach.gov	Email 1:	bpropson@airport.oshkoshcorp.com
Sourcewell Product Code	SF02		
General Description of Product:	Oshkosh Striker 6x6, 2-Door, Aluminum Cab, 2 Passenger Seating, Roof Turret (600/1200 gpm), bumper Turret (300 gpm), One Handline (Foam/Water), Water Tank Capacity (3000 gal.), Foam Tank Capacity (420 gal.), Fire Pump (Power divider driven, Single Stage Centrifugal, 1950 gpm at 250 psi)		
A. Catalog / Price Sheet Items being purchased - Itemize Below - Attach Additional Sheet If Necessary			
Quan	Description	Unit Pr	Total
1	Oshkosh Striker 6x6, 2-Door, Aluminum Cab, 2 Passenger Seating, Roof Turret (600/1200 gpm), bumper Turret (300 gpm), One Handline (Foam/Water), Water Tank Capacity (3000 gal.), Foam Tank Capacity (420 gal.), Fire Pump (Power divider driven, Single Stage Centrifugal, 1950 gpm at 250 psi)	\$806,788	\$806,788
1	See "Options" tab on next page for machine specs	\$165,567	\$165,567
Subtotal A:			\$972,355
B. Sourced and/or UnSourced Contracted Items			
Quan	Description	Unit Pr	Total
1	Auxiliary Equipment - See list Foam and Dry Chem	\$11,212	\$11,212
1	Radios	\$26,740	\$26,740
Subtotal B:			\$37,952
C. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B)			\$1,010,307
D. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges			
Freight			\$13,450
On-site Training included			\$0
Factory Inspections (two (2) visits for five (4) airport personnel to include airfare, lodging and meals)			\$8,720
Additional Discounting			(\$44,515)
Subtotal D:			-\$22,345
Delivery Date:		365 days ARO	E. Total Purchase Price (A+B+C):
			\$987,962

Tax rate 10.25% (Freight and Inspection not included) \$98,994
 Total with taxes \$1,086,956

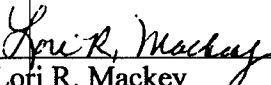
**OSHKOSH AIRPORT PRODUCTS, LLC
ASSISTANT SECRETARY'S CERTIFICATE**

I, Lori R. Mackey, do hereby certify that I am the duly elected and acting Assistant Secretary of Oshkosh Airport Products, LLC, a Wisconsin limited liability company (the "Company"), and that the following is a true and correct copy of a resolution adopted by the Member of the Company, which resolution remains in full force and effect as of the date hereof:

BE IT RESOLVED, that the following officers and employees are authorized to sign bid bonds, bid proposals, performance bonds and contracts related to such bid proposals on behalf of the Company, provided, however, that bid bonds, bid proposals, performance bonds, Powers of Attorney and contracts related to such bid proposals involving sums in excess of \$20 million shall be countersigned by any of Messrs. Pfeifer, Pack or Cortina:

John C. Pfeifer	Chief Executive Officer
James W. Johnson	President
Ignacio A. Cortina	Executive Vice President and Secretary
Michael E. Pack	Executive Vice President and Chief Financial Officer
James C. Freeders	Senior Vice President, Finance and Controller
R. Scott Grennier	Senior Vice President and Treasurer
Emma M. McTague	Senior Vice President and Chief Human Resources Officer
Derek R. Kritzer	Segment General Counsel
Corey R. Braun	Vice President, International Shared Services
Marjorie J. Griffing	Vice President, Tax
Salim E. Hawi	Vice President, International Sales
Jeffrey A. Trelka	Vice President, Finance
[REDACTED]	Director, Finance
[REDACTED]	Business Unit Director
John S. Verich	Assistant Treasurer
Jana C. Heft	Assistant Secretary
Lori R. Mackey	Assistant Secretary

FURTHER RESOLVED, that, subject to the \$20 million limit hereinabove contained, the officers listed above may designate for any bid proposal an authorized signer different from the officers listed below solely for the purpose of signing bid bonds, performance bonds, Powers of Attorney or contracts related to the bid proposal wherein such person is so designated.



Lori R. Mackey
Assistant Secretary

Dated: April 14, 2021