

REQUEST FOR PROPOSAL

NO. 2025-108

EPA BROWNFIELD GRANT APPLICATION AND IMPLEMENTATION ASSISTANCE

Date: July 7, 2025

To Whom It May Concern:

Lewis County is seeking a qualified environmental consulting and/or planning firm to provide assistance with selected Brownfield Sites within the county.

All proposals to be mailed to:

Cassandra Moser, Clerk of the Board
County Courthouse, 2nd Floor Room 225
7660 North State Street
Lowville, New York 13367

or delivered in person between the hours of 8:30 A.M. and 4:30 P.M., Monday through Friday.

All proposals must be received on or before **2:00 p.m. on Thursday, July 31, 2025**. Late proposals will not be considered.

Lewis County reserves the right to forego any formalities and reject any or all proposals. Lewis County is an Equal Opportunity Employer.

This RFP can be found on and downloaded from the Lewis County Website:

www.lewiscountyny.gov

Sincerely,



Brian Hanno
Lewis County Purchasing Director

Introduction

1.1 Purpose/Objective

Lewis County is seeking a qualified environmental consulting and/or planning firm to provide assistance with: (a) securing United States Environmental Protection Agency (U.S. EPA) and potentially other federal or state grants for assessment, cleanup or redevelopment of brownfield properties in Lewis County, NY and (b) implementation of environmental assessment, remedial planning, community outreach and other environmental or planning components of grants for which funding is secured. The initial focus for the contract will be securing a U.S. EPA assessment grant as part of the U.S. EPA's annual Brownfields Grant Competition, for which it is anticipated grant applications will be due mid-November 2025. This solicitation is being issued in part to comply with Federal procurement standards outlined in CFR 200,317-326 that are applicable to hiring of Architectural and Engineering Service firms to assist communities with grants awarded by the U.S. EPA, where price is not a selection provided a fair and reasonable compensation is negotiated. This RFP outlines the required services, submission guidelines, and evaluation criteria for interested service providers.

Brownfields are defined by the U.S. EPA as; *“real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant or contaminant.”*

The purpose of the U. S. EPA brownfields assessment grant is to conduct Phase I and Phase II environmental site assessments (ESAs) at brownfield sites located within Lewis County. The objectives of the County may expand at a later date to include: actual cleanup of individual sites targeted for assessment, and cleanup and reuse planning depending on the future availability of funding. The successful consultant will bring experience and insight to a partnership with the County to obtain and implement these grants, as well as explore other grants and brownfields initiatives as funds become available.

The County intends to open the bid responses to this RFP on **Thursday, July 31st, 2025, at 2:00 p.m.**, and to select qualified firm, if any.

1.2 Inquiries

Any questions related to this RFP should be directed to Brian Hanno, Purchasing Director, by email at brianhanno@lewiscounty.ny.gov

1.3 Minority, Women-owned Enterprises and Service-Disabled Veteran-Owned Businesses:

The County does not require MWBE certification for this bid proposal, but if the bidder is qualified in any capacity, the bidder is requested to set forth the information.

1.4 Taxes

No charge will be allowed for federal, state, sales, and excise taxes from which the County is exempt. Exemption Certificates will be provided upon request.

1.5 New York State Prevailing Wage Rates

If any portion of work being bid is subject to the prevailing wage rate provisions of the NYS

Labor Law, the successful bidder is responsible for complying with all current labor rates and regulations throughout the duration of any contract resulting from this bid and will conduct his business in strict compliance with County Law, New York State Labor Laws, Federal OSHA Laws, and all other laws that apply. The current schedule(s) of the prevailing rates and hourly supplements for this project may be accessed at the New York State Department of Labor website @ www.labor.state.ny.us.

All contractors and subcontractors submitting bids or performing construction work on public work projects or private projects covered by Article 8 of the Labor Law are required to register with the NYS Department of Labor (DOL) under Labor Law Section 220-i.

General Description or Required Performance Outcomes

2.1 Scope of Work/Specifications

This RFP is intended to identify the best qualified consultant who is expected to provide a wide range of potential grant, assessment, and planning services to the County and any co-applicants who may join in an application. The scope of work to be performed by the successful consultant at a minimum is expected to include:

- Assisting the County and/or its partners with the preparation of applications for the U.S. EPA Community-Wide Assessment Grants for FY2025 with the expectation that this will be a collaborative grant.
- Provide assistance with revisions and resubmittal of application(s) as part of the FY2025 competition, if the one or more of the initial applications is unsuccessful.
- Provide assistance with development of U.S. EPA-required projects work plan(s) for applications that are successful.
- Prepare and maintain schedules and budgets for assessment or cleanup activities.
- Conduct and supervise site assessment studies and prepare appropriate technical reports required by the U.S. EPA and NYS DEC in print and electronic form.
- Field investigations including sample collection and lab analysis.
- Interviews with neighboring property owners.
- Evaluation of cleanup options and risk assessment analysis and costs.
- Preparation of a written Quality Assurance Project Plan (QAPP) in compliance with U.S. EPA regulations.
- Delivery to the County completed Phase I and Phase II ESA reports, site investigation reports, response action plans and other environmental reports or plans required under the applicable NY environmental regulations.
- Project Management, implementation and/or technical oversight.
- Professional advice regarding environmental issues associated with chain of ownership and title.
- Provide regulatory and financial information as needed
- Attending meetings of the participating partners and advisory committees as requested.
- Prepare presentations to provide information about the projects progress, as requested.
- Assist with conducting community-wide inventory of potential hazardous substance and petroleum brownfield sites.
- Develop preliminary budget, financing options and implementation plan for cleanup/reuse.

- Complete contaminant characterization and risk assessments as determine necessary following Phase II activities (as funds allow).
- Involve the public in citizen participation in all phases of projects, comprehensive community outreach programs and public participation program.
- Implement site specific cleanup or remediation (if future funding becomes available through this or another grant funded program).
- Redevelopment planning and market research as related to environmental site reuse.

2.2 Project Management

The successful consultant, under the direction from the County will:

- Work with the County in writing the text for the grant application
- Compile any associated demographic data to bolster the grant application.
- Assist the County with solicitation of letters of support from local stakeholders.
- Review existing comprehensive plans as they relate to development within Lewis County and specific site reuse.
- Facilitate community outreach activities as needed to enhance the grant application.
- Coordinate any necessary activities with U.S. EPA Region 2 Staff for U.S. EPA grant(s).
- Meet checkpoints in a timely manner and complete all deliverables as agreed upon.
- RLF responsibilities may include:
 - Assist with site eligibility reviews per U.S. EPA;
 - Review of Analysis of Brownfield Clean-Up Alternatives (ABCA);
 - Remediations Plans;
 - Quality Assurance Project Plans;
 - Health and Safety Plans;
 - Community Relations Plan Documentation;
 - Review of Progress Reports;
 - Review the Clean-up Completion Report and Submit Required Report to EPA; and
 - Other appropriate tasks.

SPECIFIC REQUIREMENTS:

3.1 The Vendor firm agrees to provide services to the County as an independent contractor and not as an employee, as those terms are understood for New York and Federal law purposes. The Firm agrees to provide for, secure, and/or be solely responsible for any and all required fees, permits, Workers Compensation coverage, Unemployment Insurance, Disability Insurance, Social Security contributions, income tax withholding and any other insurance or taxes, including but not limited to Federal and New York taxes, for any persons performing services pursuant to a subsequent agreement, including the Contractor, and any employees of the selected Firm. The Vendor agrees to indemnify the County and hold the Country harmless from any claims, suits, losses, or damages, including reasonable attorney's fees, resulting from any failure on the part of the contractor to satisfy its obligations as states herein.

3.2 The Vendor acknowledges and agrees to purchase, register, and insure any and all necessary equipment and vehicles to provide the scope of services identified. Automobile liability insurance must have a minimum limit for bodily injury and property damage of

\$1,000,000 /\$2,000,000

3.3 The Vendor acknowledges and agrees to purchase comprehensive general liability insurance with minimum liability limits of \$1,000,000 / \$2,000,000 for personal injury and property damage, and \$2,000,000 aggregate to protect against claims brought against the County, which may arise from the provision of services under a subsequent agreement. Vendor agrees to name the County as an additional primary insured.

3.4 The Vendor agrees to indemnify the County and hold the County harmless from any claims (including but not limited to claims under Labor Law Section 240, if applicable), suits, losses, or damages resulting from or relating to any services provided by the Vendor and/or equipment or materials used by the Vendor, or any other person performing services pursuant to a subsequent agreement. The Vendor shall be liable to the County for any loss, damage or destruction of any property, including hazardous contamination, materials, goods, documents, or other items, including reasonable attorney's fees, resulting from or related to the negligence, or other wrongful acts of the Vendor, the Vendor's employees, or any other person performing services pursuant to a subsequent agreement.

3.5 The Vendor may not assign, transfer, sublet or otherwise dispose of the Agreement without the prior written consent of the County.

3.6 The County reserves it right to require additional contractual provisions it deems appropriate to give effect to this Proposal.

3.7 This contract may be terminated or suspended by Lewis County if the Vendor abandons the work under this contract; is in violation of any conditions of this contract and permit; fails or refuses to conform with the requirements of this contract; or if at any time the Lewis County is of the opinion that the Vendor is willfully violating any of the conditions of the contract or executing same in bad faith; or that, the Vendor has failed to promote work in a diligent manner.

ELIGIBLE APPLICANTS

4. To be considered for this project, vendors must meet the following minimum qualifications:

- Experience preparing successful U.S. EPA brownfield grant applications.
- Conducting Phase I and Phase II ESAs.
- Conducting environmental investigations and cleanups.
- Project experience in implementing U.S. EPA grant funded projects performed on behalf of local units of government.
- Development/redevelopment experience and market feasibility research.
- Redevelopment planning and community involvement activities related to brownfield properties.
- Performance of environmental inventories utilizing GIS in conjunction with U.S. EPA brownfield grants.
- Knowledge and expertise pertaining to federal and state environmental grant programs and track record preparing successful grant applications.
- Knowledge and expertise pertaining to EPA and other federal and state

environmental statutes or associated regulations.

- Individual staff knowledge and technical experience relative to ESAs, brownfield projects, and contaminated site remediation.

PROPOSAL FORMAT

5. Interested vendors should submit a detailed proposal that includes the following:

1. **Company Overview:** A description of the company, including size, experience, and areas of expertise.
2. **Proposed Solution:** Description of the project and how the consulting firm will work with Lewis County in preparing successful U.S. EPA brownfields assessment and/or RLF grant application(s) and subsequent implementation of said brownfield grants. This section shall include the applicant's approach to grant preparation, community outreach activities, planning, organization, and management. Each consulting firm shall provide a list of proposed key personnel.
3. **Pricing:** Outline the fees your firm would charge for grant application preparation and for the implementation of the program, should funding be awarded. Please provide a separate fee schedule for the Brownfields Assessment.

Please use the example table and framework for your fee schedule with additional categories as appropriate:

Category	Estimated Hours	Hourly Rate	Personnel Cost
Professional	300	\$30.00	\$9,000.00
Nonprofessional	2000	\$25.00	\$50,000.00
Clerical	500	\$16.00	\$8,000.00
Total Direct Personnel Costs			\$67,000.00

4. **References:** Three (3) references from similar projects or clients.
5. **Timeline:** A proposed timeline, including start dates and key milestones.
6. **Certifications and Licenses:** Copies of relevant certifications, licenses, and insurance.

Vendor must include the signature page, the non-collusion form, anti-sexual harassment form, corporate attestation form, and Iran Divestment Act set forth at the end of this RFP.

BASIS OF AWARD:

6.1 All proposals will be evaluated to determine if they meet the requirements of the Request for Proposal. The County may, as it deems necessary, conduct discussions with the contractor(s) it deems reasonably suspected of being selected for award, for the purpose of

clarification and responsiveness to requirements. The County may assign varying weight to criteria and reserves its right to make an award based upon said criteria, including “best value”, if applicable.

6.2 Information gathered by the County from the RFP, during any interviews, and any other information and factors deemed relevant by the County may be considered in a final award. Some additional information and criteria the County may consider includes but is not limited to the bidder’s commitment to Lewis County, reputation of the contractor, commitment to quality of services, responsiveness.

6.3 The County reserves the right to accept or reject any and all Proposals.

6.4 The Award may be made to the most responsible bidder whose proposal is determined to be in the best interest of Lewis County and deemed to best serve the County’s needs and requirements, based on the evaluation of all relevant criteria and information provided including an interview with Contractor and the Award Committee.

6.5 A successful bidder is encouraged by the County to use in-county and/or local vendors, supply entities and labor force, if possible, in providing the services under the contract awarded for this project, but is not required to do so, nor is same a criteria in the award determination.

6.6 The Award Committee will consist of the Finance and Rules Legislative Committee, County Manager, Director of Planning, and the County Attorney. The County reserves the right to reject any and all bids and to waive any informality in bids received whenever such rejection or waiver is in the interest of the County. Price will not necessarily be the determining factor in the award of the contract. The Award Committee will make its recommendation to the full Board of Legislators for their approval. Contract award will be made by resolution of the Board of Legislators.

6.7 Contractors will be notified in writing of the successful award after formal acceptance by the Lewis County Legislature.

CONTRACT PERIOD:

7.1 The intent of the county is to award this contract on September 2, 2025, and shall be for two (2) years, with three (3) possible one (1) year renewals, from the date of award, or a date mutually agreed upon by both parties.

GENERAL INFORMATION:

8.1 Your proposal must include the following to be considered:

- Name, Address, Contact Person.
- Telephone Number/Fax Number/E-mail Address.
- Essential information about the company providing the service including the correct and full legal name of the business and tax identification number.
- All Required Forms

8.2 PROPOSAL REQUIREMENTS:

- Proposals must be accompanied by a Signed Signature Page. Signed Non-Collusion Statement, Signed Anti-Sexual Harassment statement, and signed Attestation of Good Standing if corporate entity, and signed Iran Divestment Act. These forms can be found at

the end of these specifications.

- Provider must submit their written proposal on their own forms.
- One original and one (1) copy on a flash drive is required.
- Read all documents contained in the proposal package.
- Proposals must be submitted to:
 - **Cassandr Moser, Clerk of the Board**
Lewis County Courthouse
7660 N. State St.
Lowville, NY 13367

To be considered, the proposal must be received no later than **2:00 PM on Thursday, July 31st, 2025**. No proposals will be accepted after the designated time. Bid packages will be opened on said date and time in the Courthouse Building, Second Floor Chambers, 7660 North State Street, Lowville, NY 13367.

Providers shall indicate on the outside of their sealed proposal the following information:

- Title of Proposal and Proposal Number if any
- Date and Time of Proposal Opening
- Company Name / Bidders Name

Failure to do so may result in the rejection of the proposal as being unresponsive.

8.3 LATE PROPOSALS:

Proposals received in the Clerk of the Board's Office after the date and time prescribed shall not be considered for contract award and shall be returned, unopened, to the Contractor.

NOTE: Any delay due to traffic, weather, mail or express delivery is not an exception to the deadline for receipt of proposals. Please plan accordingly.

8.4 NON-COLLUSION STATEMENT; SEXUAL HARASSMENT POLICY STATEMENT:

Non-Collusion Statement and Sexual harassment compliance statements shall be returned with your proposal.

8.5 PROPOSAL CONTENT:

All information required by these specifications must accompany the proposal or provider may be disqualified.

8.6 ADDENDA:

Addenda are written instruments issued by the County prior to the date for receipt of offers which modify or interpret the specification document by addition, deletion, clarification or correction. Addenda will be e-mailed to all who are known by the County to have received a complete set of specification documents. Addenda will also be posted on the Lewis County website, www.lewiscountyny.gov. Copies of addenda will also be made available for inspection at Purchasing Director's Office located in the County Courthouse Building. No addendum will be issued later than forty-eight (48) hours prior to the date and time for the receipt of offers, except an addendum withdrawing the RFP, or addendum including postponement.

8.7 PROPOSAL RECEIPT BY A THIRD PARTY:

Any Contractor submitting a proposal based on incomplete or inaccurate information resulting from documentation received from any third party shall not have cause for relief from award or completion of a contract in accordance with the official documents on file with the County of Lewis. It is STRONGLY suggested that all Contractors interested in participating in this proposal, contact the Lewis County Purchasing Department directly to assure they have received the most accurate and up to date material concerning this contract. The County does not offer or supply anyone the list of people that have obtained a copy of these RFP specifications for the project prior to the opening of the RFP. NO EXCEPTIONS ARE MADE TO THIS POLICY.

8.8 FREEDOM OF INFORMATION LAW (FOIL)

All material submitted in response to this Bid becomes the property of the County, with same being considered public records after the award of the contract, subject to confidentiality and exemptions set forth in the Public Officers Law. Proposals will not be shared with any competing offerors during the selection phase of this procurement, however, after award of the contract to the successful offeror, proposals and/or lawful parts of proposals received in response to this RFP may be subject to disclosure under the Freedom of Information Act. Information in proposals that is clearly identified as proprietary will not be disclosed at any time. Blanket statements that all contents of the proposal are confidential and proprietary will not be honored by the County. The New York State Freedom of Information Law (FOIL), as set forth in Article 6 of the Public Officers Law mandates public access to certain government records. Generally, proposals submitted in response to this Bid may constitute government records subject to FOIL.

Proposals may contain, among other things, certain technical, financial, or other data and information that constitute trade secrets if publicly disclosed. To protect this information from disclosure under FOIL, Proposers should specifically identify the pages of the proposal that contain such information by properly marking the top of the applicable pages with “with the notation: “CONFIDENTIAL” and inserting the following statement in the front of its proposal: “The information or data on pages _____ of this proposal, identified on the top thereof as “CONFIDENTIAL”, contain financial, technical, or other information which constitute government records subject to FOIL.” Bidder should explain, among other things, certain technical, financial, or other data and information that constitute trade secrets, if publicly disclosed, that could cause substantial injury to the commercial enterprise’s competitive position, and request that the County use such information only for the evaluation of this proposal.

Bidder must understand that the County is required to comply with the provisions of the New York State Freedom of Information Law (FOIL), and that public disclosure of the information contained in this proposal whether or not marked as “CONFIDENTIAL” may be required. Bidder shall make no claim for any damages as a result of any such disclosure by the County pursuant to FOIL. In the event the County receives a FOIL request for disclosure of information marked as “CONFIDENTIAL”, the Proposer/Bidder shall be notified of the request and may expeditiously submit a detailed statement and explanation indicating the reasons it has for believing that the information requested is exempt from disclosure under the law. This detailed statement and explanation shall be used by the County in making its determination as to whether disclosure is required under the law.

9. CONFLICTING TERMS:

9.1 The requirements provided in the “specification” portion of these documents shall govern in any conflict with any other language provided in the general “Terms and Conditions” or any other boilerplate type information. Any conflict between the specification language and any boilerplate language will be resolved in favor of the specification language.

10. EXECUTORY CLAUSE:

10.1 Any contract offered in response to this RFP shall contain the following clause: “This Contract shall be deemed executory only to the extent of funds appropriated by the Lewis County Board of Legislators and available for the purposes of this Agreement; and no liability on account thereof shall be incurred by Lewis County beyond the amount of such funds.”

11. NO JOINT BIDS:

11.1 Joint Bids will not be accepted. For purposes of the specifications, the term joint Bid shall include, but is not limited to, any Bid submitted jointly by two or more Contractors in the name of partnership, joint venture or other legal entity formed for the purpose of submitting such a Bid or to be formed for the purpose of entering contract pursuant to such Bid/RFP.

12. PAYMENTS UNDER CONTRACT AWARD:

12.1 Payment for services shall be following receipt of vendor claims and invoices in accordance with Lewis County accounting/payment practices. All invoices must be itemized and typed out. Any claim against the contractor may be deducted by the County from any money due him in the same or other transactions. In any case where a question of non-performance of a contract arises, payment may be withheld in whole or in part at the discretion of the County as compensation for any loss, damage, or cost incurred by the County as a result of said non-performance.

13. CONFLICTS OF INTEREST:

13.1 In executing and submitting this Bid, the bidder represents and warrants that no person who is an elected official, officer, or employee of Lewis County, nor any person whose salary is payable, in whole or in part, by the County, or any corporation, partnership or association in which such official, officer or employee is directly interested, shall have a direct financial interest, in the contract to be awarded hereunder or in the proceeds thereof, unless such person completes and submits a Disclosure Form, on a form acceptable to the County, disclosing their interest or seeks a formal opinion from the Lewis County Ethics Board as to whether or not a conflict of interest exists. For a breach or violation of such representations or warranties, the County shall have the right to annul this Agreement without liability entitling the County to recover all monies paid hereunder and Contractor shall not make claim for, or be entitled to recover, any sum or sums otherwise due under any contract awarded hereunder.

14. IRANIAN ENERGY SECTOR DIVESTMENT:

14.1 Contractor hereby represents that said Contractor is in compliance with New York State General Municipal Law Section 103-g entitled “Iranian Energy Sector Divestment”, in that said Contractor has not: a. Provided goods and services of \$20 Million or more in the energy sector of Iran including but not limited to the provision of oil or liquified natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquified natural gas for the energy sector of Iran; or b. Acted as a financial institution and extended \$20

Million or more in credit to another person for forty-five days or more, if that person's intent was to use the credit to provide goods or services in the energy sector in Iran. Any Contractor who has undertaken any of the above and is identified on a list created pursuant to Section 165-a (3)(b) of the New York State Finance Law as a person engaging in investment activities in Iran, shall not be deemed a responsible Bidder pursuant to Section 103 of the New York State General Municipal Law. Except as otherwise specifically provided herein, every Contractor submitting a bid in response to this Request for Bids must certify and affirm that it is not on the list created pursuant to NYS Finance Law Section 165-1 (3)(b), as set forth on one of the required forms located at the end of this RFP.

YOU MUST RETURN THIS SHEET WITH YOUR PROPOSAL

SIGNATURE PAGE

REQUEST FOR PROPOSAL

No. 2025-108

EPA Brownfield Grant Application and Implementation Assistance

TO: Clerk of the Board, County of Lewis

THE UNDERSIGNED PROPOSES TO PROVIDE THE GOODS AND SERVICES required as set forth in the referenced Request for Proposal. If successful, the Bidder hereby agrees to furnish the goods and services in accordance with all terms, conditions and specifications contained within referenced Request for Proposal, at prices submitted in referenced specifications. I certify that I am authorized to sign this proposal, myself or on behalf of the company or firm I represent, and to enter into a binding contract with Lewis County. This signed proposal will become part of a binding contract after award by the Lewis County Legislature to the successful bidder.

NOTE: By signing and submitting the proposal form for consideration by the Lewis County Legislature, the Contractor acknowledges they have read, understood, and agree to all aspects of the specifications as presented without reservation or alteration.

Legal name of person/firm/corporation

Authorized Signature/ Position

Address

Typed Name

City/State/Zip

Title

Date

Telephone No.

Fax No.

E-mail address

YOU MUST RETURN THIS SHEET WITH YOUR PROPOSAL

NON-COLLUSION FORM

REQUEST FOR PROPOSAL

No. 2025-108

EPA Brownfield Grant Application and Implementation Assistance

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, as to its own organization, under penalty or perjury, that to the best of his or her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit, a bid for the purpose of restricting competition.
4. No person, broker or selling agent has been employed or retained by the bidder to solicit or secure this award upon an agreement or upon an understanding for a commission, percentage, a brokerage fee, contingent fee or any other compensation. The bidder further represents and warrants that no payment, gift or thing of value has been made, given or promised to obtain this or any other agreement between the parties.

In compliance with this invitation for bids, and subject to the conditions thereof, the undersigned offers and agrees, if this bid is accepted within forty-five (45) days from the date of opening, to furnish any and all of the items upon which prices are submitted.

Legal name of firm/corporation

Authorized Signature

Address

Typed Name

City/State/Zip

Title

Date

Telephone No.

Fax No.

YOU MUST RETURN THIS SHEET WITH YOUR PROPOSAL

AFFIRMATION STATEMENT ON SEXUAL HARASSMENT

REQUEST FOR PROPOSAL

No. 2025-108

EPA Brownfield Grant Application and Implementation Assistance

In compliance with State Finance Law § 139-l, the undersigned bidder hereby certifies and affirms under penalty of perjury:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.

Legal name of firm/corporation	Authorized Signature	
Address	Typed Name	
City/State/Zip	Title	
Date	Telephone No.	Fax No.

Note: Pursuant to State Finance Law §139-l 3, if the Bidder cannot make the foregoing certification and, such bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons, therefore.

YOU MUST RETURN THIS SHEET WITH YOUR BID

CORPORATE APPLICANT/ENTITY ATTESTATION OF GOOD STANDING

REQUEST FOR PROPOSAL

No. 2025-108

EPA Brownfield Grant Application and Implementation Assistance

As a duly authorized official of the Applicant Entity identified below, I certify and attest that the following conditions are true and accurate:

The applicant is not currently the subject of an enforcement action related to an investigation by a State or Federal agency.

The applicant corporate entity is in good standing and is in compliance with required corporate filings.

Legal name of firm/corporation	Authorized Signature	
Address	Typed Name	
City/State/Zip	Title	
Date	Telephone No.	Fax No.

YOU MUST RETURN THIS SHEET WITH YOUR BID

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

REQUEST FOR PROPOSAL

No. 2025-108

EPA Brownfield Grant Application and Implementation Assistance

As a result of the Iran Divestment Act of 2012 the Office of General Service must develop a list of persons who are engaged in certain investment activities in Iran. Contracts cannot be awarded to persons or entities on that list, with some exceptions. All bidders are required to execute the following statement:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Paragraph (b) of Subdivision 3 of Section 165a of the State Finance Law.

Corporate or Company Name

BY:

Signature

Title

NOTE: If the bidder cannot make the above certification, it shall so state and furnish with the bid a signed statement which sets forth in detail the reason for that.

RECEIPT OF ADDENDUM ACKNOWLEDGMENT

No. 2025-108

EPA Brownfield Grant Application and Implementation Assistance

ADDENDUM ACKNOWLEDGEMENT

ADDENDUM NO. _____

Please acknowledge the receipt of the above ADDENDUM issued by the County of Lewis, by signature and recording the date of receipt below.

Bidder: _____

Authorized Signatory: _____

Date: _____

****NOTE:** This form must be included in your bid documents if any Addendum is issued

NON-BIDDER'S RESPONSE

For the purpose of maintaining accurate Bidder's lists and facilitating your firm's response to our invitation for bid, the County of Lewis is interested in ascertaining reasons for prospective Bidder's failure to respond to invitations for bids. If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and returning this form to the Lewis County Purchasing Director, 7660 North State Street, Lowville, New York 13367. This form may be returned by mail or fax. Faxes may be sent to 315-376-4917. Failure to submit either a bid proposal or return this form will result in removal of your firm's name from our Bidder's lists. Thank you for your cooperation.

We are not responding to this invitation for bid for the following reason(s)

Items or materials requested not manufactured by us or not available to our company.

Our items or materials do not meet specifications.

Specifications not clearly understood or applicable (too vague, too rigid, etc.)

Quantities too small.

Insufficient time allowed for preparation of bid.

Incorrect address used. Correct mailing address is:

Our branch/division handles this type of bid.

Correct name and mailing address is:

We are unable to bid but would like to continue to receive invitations for bids.

We are unable to bid and wish to be removed from the Bidder's list.

Name Of Firm: _____

Mailing Address: _____

City/State/Zip Code _____

BY: _____

Signature of Representative

DATE: _____

Document Number: _____

Document Name: _____