

RFP EXHIBIT A

CERTIFICATION AFFIDAVIT

DIRECTIONS: BY ATTESTING TO THIS FORM, THE PROVIDER AGREES TO COMPLY WITH ALL SECTIONS (ONE THROUGH FIVE) ON SWORN AFFIDAVIT. THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. PROPOSAL ACCURACY

I do hereby certify that all facts, figures, and representations made in the proposal are true and correct. The filing of this proposal has been authorized by the contracting entity and I have been duly authorized to act as the representative of the organization in connection with this proposal. I also agree to follow all Terms Conditions & Other Requirements as set forth in Section II of this RFP and the Grant Agreement as well as any applicable federal and state statutes.

2. PROHIBITION ON LOBBYING

Applicants are hereby advised, and agree to comply with the ELC’s adopted prohibition on lobbying:

Pursuant to Section 216.347, Florida Statutes, no funds awarded under this RFP can be used for the purpose of lobbying the Legislature, the judicial branch, or a State agency. The provisions of the aforementioned statute are supplemental to the provisions of Section 11.062, Florida Statutes, and any other law prohibiting the use of state funds for lobbying purposes, which include. But is not limited to 45 Code of Federal Regulation (“CFR”) §93 (New Restrictions on Lobbying). In accordance with 2 CFR §200.415, (Required Certifications), the Applicant hereby certifies that any federal funds or awards that received from the Coalition as a result of this RFP will not be used for lobbying. If the Applicant has or will pay any funds *other than federal appropriated funds* to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employees of Congress, or employee of a member of Congress in connection with or relation to this Agreement, the Applicant shall complete and submit [Standard Form – LLL, Disclosure Form to Report Lobbying](#), according to its instructions.

The ELC shall not award funding to an organization, person or entity which has hired a person, whether directly or indirectly, who receives payment or economic consideration for the purpose of lobbying. Additionally, the ELC shall not award funding to an organization, person, or entity which has consented to or acquiesced in the employment of a person whose principal responsibilities are to lobby a member of the ELC on behalf of the organization, person, or entity which seeks funding from the ELC. Subject to the foregoing, an officer, director, official, principal or bona fide employee of an organization, person, or entity seeking funding may engage in lobbying without payment of any compensation or reimbursement of expenses for such lobbying, whether directly or indirectly.

No monies granted by the ELC shall be used by an Applicant to hire a lobbyist or to supplant any funds which would allow for the funding of a lobbyist. Any Applicant or lobbyist, paid or unpaid, for an Applicant is prohibited from having any private communication concerning any procurement process or any response to a procurement process with any ELC staff member, Board member or the CEO after the issuance of the RFP and until completion of contract award. A proposal from any organization will be disqualified when the Applicant of a lobbyist, paid or unpaid, for the Applicant violates this condition of the procurement process.

3. CONFLICT OF INTEREST

Applicants are hereby advised, and agree to comply with the ELC’s adopted conflict of interest regulations:

All Applicants must disclose the name of any officer, director or agency who is a family member, or an employee or

Board member of the ELC. All Applicants must disclose the name of any ELC employee or Board members as who has a contractual or business relationship, whether directly or indirectly, whole or in part, in the Applicants' business or any of its affiliates. Such disclosure must be submitted as a cover letter included with the Proposal, addressed to the ELC Chair & CEO, no later than the proposal deadline.

4. AGENCY CERTIFICATION

I, the undersigned Applicant, hereby attest that the Applicant has the required training, experience, certification, and licensure to perform the Scope of Work as set forth in this RFP.

In addition, the undersigned Applicant, hereby attest that the following policies, procedures, regulations, and documentation are in effect and agree to provide copies of the following within three (3) working days of notification of intent to contract or contract award:

- a. Certified Minority Business Enterprise (if applicable)
- b. Small Disadvantaged Business Enterprise Policy (if applicable)
- c. Americans with Disabilities Act Policy
- d. Drug Free Workplace Policy

5. CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS.

Pursuant to the Drug-Free Workplace Act of 1988, (41 USC 701 et. set) and its implementing regulations codified at 2 CFR Part 182 (Common Rule), the Applicant hereby attests and certifies that the Applicant will provide a drug-free workplace and shall comply with the applicable federal requirements for requirements for maintaining a drug-free workplace which include but not limited to require posting of notices, awareness programs, notification by employee to employer regarding any convictions for drug-related offenses and Applicant taking appropriate personnel actions. The Applicant acknowledges that a workplace could be a child care center, a family child care home, a training facility or the Coalition offices.

6. CERTIFICATION REGARDING PUBLIC ENTITY CRIMES

The Applicant hereby attests to and certifies the following:

a) Convicted Vendor List

The Applicant, as well as any of its subcontractors, vendors or sub recipients receiving funds, whether directly or indirectly, from this RFP is operating in compliance with Sections 287.133(3)(a) and (b), Florida Statutes and the Applicant and any subcontractors, vendors or sub recipients are not disclosed on the [Florida Department of Management Services website](#). The Applicant understands and agrees that it must inform COALITION immediately upon any change of circumstances regarding this status and will complete the required certification disclosures as directed by the COALITION. Parties excluded from receiving federal contracts or financial and nonfinancial assistance and benefits may not receive federal or state funds. The Applicant further certifies that it is not on the Federal Excluded Parties List or the United States Department of Agriculture Food Program National Disqualified List. The Applicant shall maintain verification documentation as required state or federal law, whichever is applicable.

b) Discriminatory Vendor List

The Applicant as well as its employees, agents, parent or affiliate(s), is operating in compliance with Section 287.134(2)(a), Florida Statutes in that the Applicant has not been placed on the convicted vendor list or discriminatory vendor list which can be found on the [Florida Department of Management Services website](#). The Applicant agrees and acknowledges that the Applicant must inform the COALITION immediately upon any change of circumstances regarding this status and will complete the required certification disclosures as directed by the COALITION.

c) **Scrutinized Company List**

The Applicant and any actively-contracted company is operating in compliance with Sections 287.135(3) and (5) in that the Applicant is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to s. [215.473](#), Florida Statutes, or that it does not have business operations in Cuba or Syria and is not is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes or participating in a boycott of Israel. The Applicant further acknowledges and agrees that the COALITION may immediately terminate this RFP and any subsequent contract for cause if the Applicant is found to have submitted a false certification or if the Applicant is placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel during the Term of any contract arising out of the RFP. Further, the Applicant acknowledges and agrees that a false certification or representation hereunder is a material breach of this RFP and the RFP shall be unilaterally terminated by the Coalition if the Applicant and any actively-contracted company for the Applicant is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

The Applicant further attests to the following:

- i. I understand that a “public entity crime as defined in Paragraph 287.133(1)(g), Florida Statutes means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
- ii. I understand that “convicted” or “conviction” as defined in Paragraph 287.1 33(1)(b), Florida Statutes means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
- iii. I understand that an “affiliate” as defined in Paragraph 287.1C3(a)(a), Florida Statutes means:
 - A predecessor or successor of a person convicted of a public entity crime; or
 - An entity under the control of any natural person who is active in the management of the entity and who has been convicted of public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of affiliate.
 - The ownership by one person of shares constituting a controlling interest in another person or pooling of equipment of income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
- iv. I understand that a “person” as defined in Paragraph 287.1330) (e), Florida Statutes means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bids on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- v. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies).

- Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)
- There has been proceeding concerning the conviction before a hearing officer of the state of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted Applicant list. (Please attach a copy of the final order).
- The person or affiliate was placed on the convicted Applicant list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted Applicant list. (Please attach a copy of the final order).
- The person or affiliate has not been placed on the convicted Applicant list.

7. EQUAL OPPORTUNITY & NONDISCRIMINATION

The Applicant attests and certifies that it is in compliance with E.O. No. 11246, Equal Employment Opportunity (30 Federal Register (F.R.) 12319, 12935, 3 CFR, 1964-1965 comp. p. 339), September 24, 1965, as E.O. 11375, Amending Executive Order 11246 Relating to Equal Employment Opportunity, of October 13, 1967, amended, and as the Department of Labor regulations (41 CFR part 60) Office of Federal Compliance Programs, Equal Opportunity, Department of Labor supplements. See 45 CFR 75, Appendix II, *Contract Provisions for Non-Federal Entity Contracts Under Federal Awards*. See also 29 CFR Part 37, 45 CFR Part 80, 45 CFR Part 84, 45 CFR Part 86 and 45 CFR 91.

The Applicant further attest and certifies that the Applicant shall not discriminate against any employee employed in the performance of this Agreement, or against any applicant for employment because of race, creed, color, disability, national origin, sexual orientation, marital status, age, religion, or gender. The Applicant further attest and certifies that the Applicant shall provide a harassment-free workplace and give any allegations of harassment priority attention and action by management. The Applicant agrees to insert a similar provision in all subcontracts that shall meet the requirements of those applicable federal and state statutes as it pertains to discrimination and harassment in the workplace.

8. DUNS NUMBER – DATA UNIVERSAL NUMBERING SYSTEM

The federal government requires organizations to provide a DUNS number as part of their grant applications and proposals. The OMB has adopted the use of DUNS numbers to keep track of how federal grant money is awarded and dispersed. The DUNS number is a nine-digit number the Dun and Bradstreet Company issues. This company provides business information for credit, marketing and purchasing decisions. Some entities will also have what is known as “DUNS + 4,” which is used to identify specific units within a larger entity. Registering for a DUNS number is free of charge with no obligation to purchase any products from the Dun and Bradstreet Company. An authorizing official of the organization should request the number. Generally, it only takes a day to obtain a DUNS number by phone (1-866-705-5711), while applications through [the Dunn and Bradstreet website](#) can take up to thirty (30) days. The Applicant, its sub recipients, its agents, its subcontractors, and its Applicants funded with federal funds as part of this Agreement must obtain a DUNS number prior to receiving funds, whether directly or indirectly, arising or originating from this Agreement. The Applicant hereby attests and certifies that it has a DUNS number.

By signing below, the Applicant attests and certifies the representations outlined in this **Exhibit B** of the RFP above are true and correct.

ORGANIZATION'S NAME AND ADDRESS:

NOTE: AS EVIDENCED BY MY SIGNATURE BELOW, I UNDERSTAND AND WILL COMPLY WITH ALL TERMS AND CONDITIONS STATED HEREIN:

Type Authorized Official's Name

Authorized Official's Title

Authorized Official's Signature

Date

FEDERAL EMPLOYER IDENTIFICATION NUMBER _____

FOR NOTARY PUBLIC (OFFICIAL USE ONLY)

STATE OF _____

COUNTY OF _____

BEFORE ME, the undersigned authority, _____(name) on behalf of _____(company), this day personally appeared and being by me first duly sworn, deposes and says that he/she has executed the foregoing Affidavit and that it is true and correct to the best of his/her knowledge.

WITNESS my hand and official seal this ____ day of _____ 2019.

NOTARY PUBLIC

My Commission Expires:

Type of Identification Produced Below
