



GRANVILLE VANCE

public health

REQUEST FOR QUALIFICATIONS (RFQ) Design Services – Healthcare Facility

Project Title: On-call Design Consultation Services
Owner: Granville Vance Public Health (GVPH)
Project Location: Two locations Granville County; One Vance County
RFQ Issue Date: February 13, 2026
RFQ Submission Deadline: February 23, 2026

1. INTRODUCTION & PROJECT OVERVIEW

Granville Vance District Health Department d/b/a Granville Vance Public Health (GVPH) invites submission of qualifications from experienced design firms (“Firms”) to provide design services as needed GVPH facilities. This RFQ is issued in accordance with North Carolina’s Mini-Brooks Act (N.C.G.S. § 143-64.31), which requires selection of firms based on **demonstrated competence and qualifications** for the required services without regard to fee at this stage of the process.

Project Description:

GVPH is the local public health authority serving Granville and Vance counties in north-central North Carolina. The agency provides a wide range of clinical, preventive, environmental, and population health services in six buildings, including:

- Three Granville County buildings housing environmental health, clinic and WIC services;
- One Granville County office housing dental services; and
- Two Vance County buildings housing environmental health, clinic and WIC services.

Given building age and foot traffic patterns, GVPH intermittently needs assistance with design services for general lobby areas as well as program offices, including but not limited to patient registration, outpatient clinics, diagnostic testing and support services areas. The design must incorporate **trauma-informed design principles** that promote safety, dignity, resilience, and healing for trauma-affected populations.

2. SCOPE OF SERVICES

The selected Firm will provide comprehensive design services, including:

- Program validation and space planning
- Schematic design through construction documents
- Code analyses and permitting
- Coordination with Owner, consultants, and authorities having jurisdiction
- Construction administration
- Integration of trauma-informed design strategies into functional planning, material selections, and patient/clinician circulation

3. MINIMUM QUALIFICATIONS

To be considered, respondents must demonstrate:

- Licensure and registration to practice in North Carolina
- A track record of successfully designed healthcare facilities of similar scope and complexity
- Specific experience or training in **trauma-informed design**, including design decisions that support psychological safety, reduced environmental stressors, confidentiality, and dignity for vulnerable populations
- Project teams with relevant healthcare and trauma-informed design expertise
- Proven ability to collaborate with healthcare stakeholders and regulatory bodies

4. SUBMISSION REQUIREMENTS

Statements of Qualifications (SOQ) should include:

A. Cover Letter: Brief introduction, firm contact information, and statement of interest.

B. Firm Profile: Firm history, size, areas of specialization, NC registrations/licenses, and relevant certifications.

C. Relevant Project Experience: Description of up to three to five completed projects that demonstrate healthcare facility design experience, especially where trauma-informed design principles were applied. Include project scope, role, dates, delivery method, budget, and outcomes. Specifically address proposer's familiarity with laws and regulations governing federal and state grant requirements, including state requirements found at N.C. Gen. Stat. §§143C-6-22 and 143C-6-23 and Title 9, Chapter 3, Subchapter 3M of the North Carolina Administrative Code and federal requirements contained in the most recent version of the Uniform Administrative Requirements for federal awards (Uniform Rules, or Guidance) codified at 2 C.F.R. Part 200 and related laws and regulations.

D. Approach to Trauma-Informed Design: Narrative describing the Firm's approach to trauma-informed design, including specific strategies, case studies, and measurable outcomes.

E. References: Client references for projects listed under relevant experience.

Note: Pursuant to the Mini-Brooks Act, no pricing, fee proposals, or detailed unit cost information shall be submitted with the SOQ. Fee proposals will be requested later in the process from the most highly qualified firm(s).

5. EVALUATION CRITERIA

Notwithstanding anything herein to the contrary and pursuant to 2 C.F.R. 200.318 “General procurement standards”, any contract awarded hereunder must only be awarded to responsible contractors that possess the ability to perform successfully under the terms and conditions of a proposed contract. See 2 C.F.R. 200.318(h). GVPH must consider contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), past performance record, and financial and technical resources when conducting a procurement transaction.

The selection of the firm shall be based on proposal information exhibited in both written and graphic form and personal interviews (if conducted).

Evaluation Criteria/proposal content: Proposals will be evaluated by GVPH using the following criteria.

a. 25% - Firm experience/reputation/workload: The Firm’s experience with similar work and the record of successful results of that work. Consideration will be given for the Firm’s ability to take on additional work, specific management approaches, how well the Firm’s organizational structure shows the depth of its present workload, approaches to managing project budgets and time, and the Firm’s ability to perform services successfully as required. Pursuant to 2 C.F.R. 200.318(h), consideration will be given for contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), past performance record, and financial and technical resources.

b. 25% - Project management approach: Responses to Proposal Contents. Items outlined should demonstrate the Firm’s overall project management approach, their grant administration approach, relevant tools used and records of performance for the identified services and deliverables.

c. 35% - Experience of Project Team: Consideration will focus on specific project experience, local government experience, relevant engineering experience, grant or loan-funded compliance experience and key staff qualifications and evidence of collaboration within the Firm as well as with local governments. GVPH will give

considerable weight to the individual qualifications of team members who will be assigned to do a majority of the work.

d. 15% - Thoroughness of the Proposal: The Firm's overall proposal addressing the services required by GVPH through a clear demonstration of all required elements as outlined in this proposal.

6. SELECTION PROCESS

A committee made up of GVPH employees will evaluate proposals. The evaluation of the proposals is based on experience, qualifications, the Firm's approach to the project and any innovative ideas you may have for GVPH's consideration related to this RFQ. Final selection will be based upon the scoring of proposals unless it is additionally deemed necessary by the committee to conduct interviews with closely ranked Firms. GVPH intends to select the firm on the basis of the best overall qualifications package that, in its sole opinion, is most advantageous to GVPH based on the demonstrated competence and qualifications of the proposing Firms. A proposal with all the requested information does not guarantee the proposing Firm to be a candidate for additional consideration. The committee may contact references to verify material submitted by the Firm. The ranking of proposals and recommendations of any Firm is the sole responsibility of GVPH.

GVPH will consider proposals only from firms or organizations that in GVPH's sole judgement, have demonstrated the capability and willingness to provide the services contemplated by this RFQ.

GVPH will engage in individual discussions with firms on the basis of demonstrated competence and qualifications based on the initial responses. If a contract satisfactory and advantageous to the GVPH can be negotiated at a schedule of fees considered fair and reasonable, the award shall be made for the best qualified firm. Otherwise, negotiations with the other firm(s) will be conducted until such contract can be negotiated at a fair and reasonable fee with the next best qualified firm.

7. SUBMITTAL INSTRUCTIONS

Submittals must be received by close of business on Monday, February 23, 2026. Late submissions will not be considered. Please provide one hard copy or one electronic copy (PDF) of the SOQ to:

Granville Vance Public Health
ATTN: Design SOQ
PO Box 367
Oxford, NC
Email: jperalta@gvph.org
Phone: 252-886-7612

8. GENERAL CONDITIONS

a. **CONFIDENTIALITY OF DOCUMENTS:** North Carolina General Statute Chapter 132, Public Records, governs the accessibility of records compiled by NC Governmental Entities. In general, all documents submitted in response to this Request for Qualifications are subject to public disclosure unless specifically exempted by N.C. Gen. Stat. §132-1.2 and §66-152 which provide definitions and protection of certain documents and information from public disclosure that constitute a “trade secret,” provided it meets the specific conditions as outlined in N.C. Gen. Stat. §132-1.2(1)a-d. GVPH will attempt to withhold from public disclosure, or redact documents or information, designated “confidential trade secret” that clearly meet the conditions of N.C. Gen. Stat. §1321.2(1)a-d to the extent that it is entitled or required to do so by applicable law. Regardless, GVPH shall not be held responsible for any information that is released, nor shall GVPH be held responsible for nor pay any penalty or expense in relation to information so released. Any submission marked “confidential” or “trade secret” in its entirety may be rejected at the sole discretion of GVPH.

b. **INSURANCE REQUIREMENTS:**

The selected firm agrees to purchase and maintain during the life of any contract resulting from this RFQ, with an insurance company acceptable to GVPH authorized to do business in the State of North Carolina, the following insurance:

AUTOMOBILE LIABILITY - Bodily injury and property damage liability insurance covering all owned, non-owned, and hired automobiles for limits for bodily injury of not less than \$1,000,000 per person/\$2,000,000 per accident, and property damage limits of not less than \$1,000,000 per accident. The automobile liability insurance coverage amounts may be satisfied with a combination of primary and excess/umbrella coverage.

COMMERCIAL GENERAL LIABILITY - Bodily injury and property damage liability as shall protect the contractor and any subcontractor performing work under any contract resulting from this RFQ from claims of bodily injury or property damage which arises from operation of said contract whether such operations are performed by contractor, any subcontractor or anyone directly or indirectly employed by either.

The amounts of such insurance shall not be less than \$1,000,000 bodily injury each occurrence/\$2,000,000 aggregate and \$1,000,000 property damage each occurrence/

\$2,000,000 aggregate. This insurance shall include coverage for products/completed operations, personal and advertising injury liability and contractual liability in an amount not less than \$1,000,000 each occurrence/\$2,000,000 aggregate. The liability insurance coverage amounts may be satisfied with a combination of primary and excess/umbrella coverage.

WORKERS' COMPENSATION - Meeting the statutory requirements of the State of North Carolina, even if not required by law to maintain such insurance.

Employers Liability - \$1,000,000 per accident limit, \$1,000,000 disease per policy limit, \$1,000,000 disease each employee limit.

PROFESSIONAL LIABILITY – Insuring against professional negligence/ errors and omissions on an occurrence or claims-made basis with policy limits of \$1,000,000 per claim/\$2,000,000 annual aggregate. If insurance is provided on a claims-made basis, “Tail” coverage will be required at the completion of any agreement arising from this RFQ for a duration of thirty-six months, or the maximum time period reasonably available in the marketplace. The firm shall furnish certification of “tail” coverage as described or continuous “claims made” liability coverage for thirty-six months following completion of its services under any agreement arising from this RFQ. Continuous “claims made” coverage will be acceptable in lieu of “tail” coverage provided its retroactive date is on or before the effective date any agreement arising from this RFQ. If Continuous “claims made” coverage is used, the firm shall be required to keep the coverage in effect for duration of not less than thirty-six months from the end any agreement arising from this RFQ. This will be a condition of the final acceptance of work or services.

Cyber Liability – Combined single limit of no less than \$1,000,000 per occurrence and \$3,000,000 aggregate for network risk and cyber liability coverage (including coverage for unauthorized access, failure of security, breach of privacy perils, as well as notification costs and regulatory defense).

Certificates of such insurance will be furnished and shall contain the provision that GVPH will be given thirty (30) days written notice of any intent to amend or terminate by either the consulting engineer or the insuring company. In addition, GVPH shall be named an additional insured under such automobile and commercial general liability policies.

- c. **INTELLECTUAL PROPERTY:** All intellectual property, including, but not limited to, patentable inventions, patentable plans, copyrightable works, mask works, trademarks, service marks and trade secrets invented, developed, created or discovered in performance of services under the contract shall be the property of GVPH. Copyright in and to any copyrightable work, including, but not limited to, copy, art, negatives,

photographs, designs, text, software, or documentation created as part of the firm's performance of services under a contract resulting from this RFQ shall vest in GVPH. Works of authorship and contributions to works of authorship created by the firm's performance of services under a contract resulting from this RFQ are hereby agreed to be 'works made for hire' within the meaning of 17 U.S.C. § 201.

- d. **OWNERSHIP OF INSTRUMENTS OF SERVICE:** All designs, drawings, specifications, design calculations, notes and other works developed in the performance of this contract shall become the sole property of GVPH and may be used on any other design or construction without additional compensation to the firm or any subcontractor. The use of the design, including tracings and specifications, by any person or entity, for the purpose other than the project for which they are intended, shall be at the full risk of such person or entity and the firm and its subcontractors shall be relieved of any liability whatsoever, including claims for personal injury, property damage, or death as a result of such other use.

- e. **PROPRIETARY INFORMATION:** All proposals received are considered public record and available for public inspection as required by Chapter 132 of the North Carolina General Statutes. Trade secrets or proprietary information submitted by a firm in connection with a procurement transaction shall not be subject to the public disclosure under the North Carolina Public Records Act to the extent allowed by law pursuant to NC General Statutes §66-152(3). However, the firm must invoke the protection of this section prior to or upon submission of the data or other materials and must identify the data on other materials to be protected and state the reasons why protection is necessary. Each individual page considered a trade secret or proprietary information must be clearly labeled "Confidential" or "Trade Secret". For further information, see "Confidentiality of Documents" above.

- f. **CONTRACT DOCUMENT:** The successful firm will be required to enter into a contract with GVPH in a form drafted by and suitable to counsel for GVPH subject to reasonable negotiation with the selected firm(s).

- g. **INDEMNIFICATION**
 - i. To the fullest extent allowed by law, the firm shall indemnify and hold harmless GVPH, its officers, officials, employees, agents, or indemnities (collectively called "Indemnified Parties") from and against those losses, liabilities, damages, and costs proximately caused by, arising out of, or resulting from the sole negligence of the firm, the firm's agents, or the firm's employees.
 - ii. In matters other than those covered by subsection a. above, and to the fullest extent allowed by law, the firm shall indemnify and hold harmless the Indemnified Parties from and against those Losses, liabilities, damages, and costs caused by, arising out of, resulting from, or in connection with the execution of the work provided for in this Agreement when the Fault of the firm or its

Derivative Parties is a proximate cause of the loss, liability, damage, or expense indemnified.

- iii. Costs and expenses shall include attorneys' fees, litigation or arbitration expenses, or court costs actually incurred by the Indemnified Parties to defend against third-party claims alleged in any court, tribunal, or alternative dispute resolution procedure required of any of the Indemnified Parties by law or by contract, only if the Fault of the firm or its Derivative Parties is a proximate cause of the attorney's fees, litigation or arbitration expenses, or court costs to be indemnified.
- iv. The firm's duty to indemnify and hold harmless described hereinabove shall survive the termination or expiration of this Contract.
- v. Definitions
 - a. For the purposes of this Section the term "Fault" shall mean any breach of contract; negligent, reckless, or intentional act or omission constituting a tort under applicable statutes or common law; or violation of applicable statutes or regulations.
 - b. For the purposes of this Section the term "Loss" or "Losses" shall include, but not be limited to, fines, penalties, and/or judgments issued or levied by any local, state, or federal governmental entity.
 - c. For the purposes of this Section the term "Derivative Parties" shall mean any of the Firm's subcontractors, agents, employees, or other persons or entities for which the Firm may be liable or responsible as a result of any statutory, tort, or contractual duty.
- h. **GOVERNING LAW; JURISDICTION; VENUE:** The construction and performance of this Agreement shall be governed by and construed pursuant to the laws of the State of North Carolina. Venue for any legal actions initiated concerning this Agreement or arising in any way from and out of this Agreement shall be brought in the appropriate state court sitting in Granville County, North Carolina, having jurisdiction over said claim. The parties' consent to the jurisdiction of said court and waive any right they may have to venue in any other jurisdiction.
- i. **FORCE MAJEURE:** Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by an act of war, hostile foreign actions, nuclear explosion, earthquake, hurricane, tornado, or other catastrophic natural event or act of God. Except at otherwise provided in any environmental laws, rules, regulations, or ordinances applicable to the parties and the services performed under a contract resulting from this RFQ, neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by an act of war, hostile foreign actions, nuclear explosion, earthquake, hurricane, tornado, or other catastrophic natural event or act of God. Either party to the contract resulting from this RFQ must take reasonable measures and implement reasonable protections when a weather event otherwise defined as a

force majeure event is forecast to be eligible to be excused from the performance otherwise required under a contract resulting from this RFQ by this provision.

- j. **PROFESSIONAL STANDARDS:** Firm personnel shall use a degree of professional care, competence, and skill that other competent personnel performing the same or similar tasks would use working in the same or similar geographic area. With GVPH's prior written permission, if the firm subcontracts any of the work to be performed under the terms of the contract, the firm shall be responsible for ensuring that the subcontractors perform their tasks using the degree of professional care, competence, and skill that other competent professionals performing the same or similar tasks would use working in the same or similar area.
- k. The firm shall be responsible for the proper custody and care of any property furnished or purchased by GVPH for use in connection with the performance of a contract resulting from this RFQ and will reimburse GVPH for the replacement value of its loss or damage. The firm shall be considered to be an independent contractor and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. Nothing herein is intended or will be construed to establish any agency, partnership, or joint venture. The firm represents that it has, or will secure at its own expense, all personnel required in performing the services under a contract resulting from this RFQ. Such employees shall not be employees of or have any individual contractual relationship with GVPH.
- l. **NO LIENS:** The firm shall promptly pay all invoices for labor performed by any of its subcontractors, if any, and for materials provided in the construction of the improvements upon GVPH's property, if any, and shall keep GVPH's property free of any liens or claims of lien at all times, to the extent applicable to any services provided under a contract resulting from this RFQ.
- m. **ADA Compliance:** GVPH will comply with the Americans with Disabilities Act (ADA) which prohibits discrimination on the basis of a disability. GVPH will make reasonable accommodations in all programs to enable participation by an individual with a disability who meets essential eligibility requirements. GVPH programs will be available in the most integrated setting for each individual. If any accommodations are necessary for participation in any program or services, participants are encouraged to notify GVPH staff.
- n. **Non-Collusion Affidavit:** Each proposal package must be accompanied by a notarized affidavit on non-collusion, executed by the firm or in the case of a corporation, by a duly authorized representative of said corporation. The Non-Collusion Affidavit is provided herein.

- o. **Debarment and Suspension:** Each proposal package must be accompanied by a signed certification regarding Debarment and Suspension in the form provided herein.
- p. **Certification Regarding Lobbying:** Each proposal package must be accompanied by a signed certification regarding Lobbying in the form provided herein.
- q. **Certification Regarding E-Verify:** Each proposal package must be accompanied by a signed certification regarding E-Verify in the form provided herein.
- r. **Minority/Women Owned Business Enterprise:** GVPH provide equal opportunity on a nondiscriminatory basis, for minorities, women, and all other persons and businesses to participate in all aspects of GVPH's contracting and procurement programs, including but not limited to employment, construction development projects, and materials/services, consistent with the laws of the State of North Carolina and applicable federal law. GVPH prohibits discrimination against any person or business in pursuit of these opportunities on the basis of sex (including pregnancy, gender, sexual orientation, gender identity or expression or transgender status), race, color, religion, national origin, age, disability, genetic information, veteran status, or any other legally protected characteristic. It is further the policy of GVPH to conduct its contracting and procurement programs so as to prevent such discrimination and to investigate and address claims of such discrimination in accordance with applicable law.

When possible, GVPH and all parties contracting with GVPH for services related to the project will ensure that small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms (See U.S. Department of Labor's list) are considered. Pursuant to 2 C.F.R. 200.321 entitled "Contracting with small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms", the selected firm must take all necessary affirmative steps to assure that small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are used when possible. Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises and veteran-owned businesses on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises and veteran-owned businesses are solicited whenever they are potential sources;

- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises and veteran-owned businesses;
- (5) Using the services and assistance, as appropriate when federal funds are involved, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring subcontractors to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

s. **ADHERENCE TO UNIFORM ADMINISTRATION REQUIREMENTS:**

If federal funds are involved in a particular project, all parties (including subconsultants) must maintain compliance with the following throughout the contracting process:

- Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contacts Under Federal Awards

The final contract between the parties will be drafted by GVPH's attorney and may contain standard terms and conditions applicable to contracts which are or may be funded by federal funding sources. All contracts funded in whole or in part by federal funds with comply with all applicable legal provisions, including, but not limited to, 2 C.F.R. Part 200, including but not limited to Appendix II, to the extent applicable. As referenced in Appendix II, these provisions, to the extent applicable, include but are not limited to provisions for: Equal Employment Opportunity (41 C.F.R. Part 60); Davis-Bacon Act (40 U.S.C. 3141-3148); Copeland "Anti-Kickback" Act (40 U.S.C. 3145); Contract Work Hours and Safety Standards Act (40 U.S.C. 3701- 3708); Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251- 1387); Debarment and Suspension (Executive Orders 12549 and 12689); Byrd Anti-Lobbying Amendment (31 U.S.C. 1352); Procurement of Recovered Materials (2 C.F.R. § 200.323); Prohibition on certain telecommunications and video surveillance equipment or services (2 C.F.R. § 200.323); Domestic preferences for procurements (2 C.F.R. § 200.322); and Record Retention Requirements (2 CFR § 200.334).

- t. **Compliance with Applicable Law & Adherence to Grant Requirements:** The contract to be awarded pursuant to this RFQ will subject to applicable state and federal statutes, rules, and regulations, including but not limited to: § 143C-6-21 through 143C-6-23 of Article 6 of Chapter 143C of the North Carolina General Statutes (the State Budget Act), the Uniform Administration of State Awards of Financial Assistance (09 NCAC 03M); and further subject to any applicable grant agreement entered into by GVPH pertaining to the professional services sought under the terms hereof. Nothing in this RFQ waives, excuses, or amends requirements imposed by State or Federal law for the administration of these funds.

- u. **Conflict of Interest:** All parties (including subconsultants) must maintain compliance with conflicts of interest guidelines that meet or exceed those required under 2 C.F.R. 200.318(c)(1) for all projects funded in part or whole with federal assistance (direct or reimbursed). In addition to the prohibition against self-benefiting from a public contract under N.C. Gen. Stat. §14-234, no officer, employee, elected official, governing body member, or agent of GVPH may participate directly or indirectly in the selection, award, or administration of a contract supported by a federal or State award if he or she has a real or perceived conflict of interest. A real or perceived conflict exists when any of the following parties has a financial or other interest in or receives a tangible personal benefit from award of a contract: the officer, employee, elected official, governing body member, or agent involved in the selection, award, or administration of a contract; as well as any member of his or her immediate family; his or her partner, or an organization which employs or is about to employ any of these parties. Any such conflict shall be disclosed in writing and included with the proposal. Contractors that are related to GVPH personnel having any influence over the decisions to consider or award a contract are strictly prohibited from bidding/responding or accepting award of a contract for the Project. Accepting gifts and favors from vendors and contractors is prohibited under N.C. Gen. Stat. §133-32, additionally officers, employees, elected officials, governing body members, and agents of GVPH are prohibited from accepting or soliciting gifts, gratuities, favors, or anything of monetary value from contractors, suppliers, or parties to subcontracts. Violating this policy will result in disciplinary action for the employee and termination of the contract and violating firms/persons may not be eligible for future contract awards.

- v. **Disclaimer of Federal Government Obligations or Liability:** Firms submitting a qualifications statement, and any subcontractors, acknowledge and agree that, notwithstanding any concurrence by the federal government in or approval of the solicitation or award of a contract in connection with this Request for Qualifications, absent the express written consent by the federal government, the federal government is not a party to this procurement or any subsequent agreement and shall not be subject to any obligations or liabilities to the firm, or any other party pertaining to any matter resulting from the Request for Qualifications or subsequent agreement.

- w. In participating in this RFQ process, if applicable, all parties must comply with all applicable standards, orders or regulations issued pursuant to the Clean Water Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C.

1251-1387). Violations must be reported to the federal agency and the regional office of the Environmental Protection Agency.

- x. In participating in this RFQ process, if applicable, all parties certify they are not listed on the government wide exclusions in the System for Award Management, in accordance with OMB guidelines at 2 C.F.R. 180 that implement Executive Orders 12549 (3 C.F.R. part 1986 Comp., p. 189) and 12689 (3 C.F.R. part 1989 Comp., p. 235).
- y. In participating in this RFQ process, if applicable, all parties must comply with the requirements and prohibitions set out in the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352).
- z. In participating in this RFQ process, if applicable, all parties must comply with the requirements set out in 2 C.F.R. 200.215 "Never contract with the enemy."
- aa. In participating in this RFQ process, if applicable, all parties must comply with the requirements set out in 2 C.F.R. 200.216 "Prohibition on certain telecommunications and video surveillance services or equipment."
- bb. In participating in this RFQ process, if applicable, all parties must comply with the requirements set out in 2 C.F.R. 200.318 "General procurement standards."
- cc. Pursuant to 2 C.F.R. 200.318 "General procurement standards", contracts must only be awarded to responsible contractors that possess the ability to perform successfully under the terms and conditions of a proposed contract. See 2 C.F.R. 200.318(h).
- dd. In participating in this RFQ process, if applicable, all parties must comply with the requirements set out in 2 C.F.R. 200.322 "Domestic preferences for procurements."
- ee. In participating in this RFQ process, if applicable, all parties must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act (See 2 C.F.R. 200.323 "Procurement of recovered materials."
- ff. In participating in this RFQ process, if applicable, all parties acknowledge that pursuant to 2 C.F.R. 200.323 that the parties should, to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and

water efficient; and are sustainable. This may include purchasing compostable items and other products and services that reduce the use of single-use plastic products.

- gg. In participating in this RFQ process, if applicable, all parties must comply with the requirements set out in 2 C.F.R. 200.324 "Contract cost and price."
- hh. Firms shall adhere to the Federal Drug Free Workplace requirements as outlined in 2 C.F.R. § 182. Firms shall make good faith efforts to maintain a drug-free workplace, publish a workplace statement and establish drug-free awareness programs for employees. Firms should take action concerning employees who are convicted of violating drug statutes in the workplace. Firms shall contact GVPH if it cannot adhere to the requirements of the federal regulations noted above. Failure to comply with said provisions shall be considered a breach of contract.
- ii. **E-VERIFY:** It is understood that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with N.C. Gen. Stat. § 64-25 et seq. The firm is aware of and in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes. To the best of the firm's knowledge, any subcontractors utilized by the firm as a part of this contract are in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes.
- jj. **CERTIFICATION:** The firm submitting a qualifications statement hereby certifies that it has carefully examined this Request for Qualifications, that it understands and accepts all terms and conditions and the scope of work, and that it has knowledge and expertise to complete the project.

END OF REQUEST FOR QUALIFICATIONS

NON-COLLUSION AFFIDAVIT

A completed, signed, and notarized form shall be submitted with the RFQ.

The firm submitting a proposal, under penalty of perjury under the laws of the United States and the law of the State of North Carolina, certifies that neither s/he, nor any official, agent or employee has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract.

By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any collusion has been offered, accepted, or promised by any employees of your organization.

FIRM NAME: _____

BIDDER/RESPONDING REPRESENTATIVE: _____

Print

Sign

Date

Subscribed and sworn to before me this day of _____, 2026, in the State of _____; and the County of _____.

Notary Public (print) : _____

Notary Public (sign): _____

My Appointment Expires: _____

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS**

A completed and signed form shall be submitted with the RFQ.

1. The prospective firms certifies, by submission of this bid or Statement of Qualifications, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. The prospective firm also certifies by submission of this bid or Statement of Qualifications that all subconsultants and suppliers (this requirement flows down to all subcontracts at all levels) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

3. Where the prospective firm is unable to certify any of the statements in this certification, such prospective participant shall attach an explanation to this bid or Statement of Qualifications.

The prospective firm certifies or affirms the truthfulness and accuracy of this statement of its certification and disclosure, if any.

FIRM NAME: _____

BIDDER REPRESENTATIVE (Name, Title) _____

Print

Sign

Date

CERTIFICATION REGARDING LOBBYING

A completed and signed form shall be submitted with the RFQ.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any persons for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding to any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transactions imposed by 31 USC §1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The firm certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any.

FIRM NAME: _____

BIDDER REPRESENTATIVE (Name, Title) _____

Print

Sign

Date

AFFIDAVIT OF COMPLIANCE WITH N.C. E-VERIFY STATUTES

A completed, signed, and notarized form shall be submitted with the RFQ.

I, _____ (hereinafter the “Affiant”), duly authorized by and on behalf of _____ (hereinafter the “Employer”) after being first duly sworn deposes and says as follows:

1. I am the _____ (President, Manager, CEO, etc.) of the Employer and possess the full authority to speak for and on behalf of the Employer identified above.

2. Employer understands that “E-Verify” means the federal E-Verify program operated by the United States Dept. of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with N.C. Gen. Stat. §64-25 (5).

3. _____ Employer employs 5 or more employees in the State of North Carolina, and is in compliance with the provisions of N.C. Gen. Stat. §64-26. Employer has verified the work authorization of its employees through E-Verify and shall retain the records of verification in accordance with N.C. Gen. Stat. §64-26. **OR**

_____ Employer employs fewer than 5 employees in the State of North Carolina and is therefore not subject to the provisions of N.C. Gen. Stat. §64-26.

4. All subconsultants engaged by or to be engaged by Employer have or will have likewise complied with the provisions of N.C. Gen. Stat. §64-26

5. Employer shall keep the GVPH informed of any change in its status pursuant to Article 2 of Chapter 64 of the North Carolina General Statutes.

Further this affiant sayeth not.

(signature page follows)

(signature page to E-Verify Affidavit)

FIRM NAME: _____

BIDDER REPRESENTATIVE (Name, Title) _____

Print

Sign

Date

Subscribed and sworn to before me this day of _____, 2026, in the State of _____; and the County of _____.

Notary Public (print) : _____

Notary Public (sign): _____

My Appointment Expires: _____