

## STAGE ONE: CONTRACTOR CERTIFICATION SHEET

**Note that an unsigned Contractor Certification Sheet shall be cause for submission rejection.**

### Contractor Acknowledgement

Only an individual who is authorized to bind the proposing firm contractually shall sign the Contractor Certification Sheet. The signature must indicate the title that the individual signing holds in the firm. The Contractor Certification Sheet must be signed and returned along with all the "required attachments" as an entire package with original signatures. The proposal must be transmitted in a sealed envelope in accordance with RFQ instructions.

- A. I, the contractor, acknowledge that all rights to any hard copy/electronic material report or other material or application developed by the contractor or its subcontractors in connection with this agreement shall be the sole property of the California Department of Education (CDE).
- B. I, the contractor, give my assurance on the use of our true corporate name.
- C. I, the contractor, acknowledge adherence to and give my assurance on having the technical capacity to comply with the data management requirements outlined in this RFQ.
- D. I, the contractor, acknowledge that we will comply with the CDE Approval Schedule Requirements.
- E. I, the contractor, acknowledge that, upon qualification opening, all documents submitted in response to this RFQ will become property of the State of California and will be regarded as public records under the California Public Records Act (*Government Code* 6250 et seq.) and subject to review by the public.
- F. I, the contractor, acknowledge that our employees (pertinent to this RFQ) and all of our subcontractors will complete, sign, date, and return the required Conflict of Interest and Confidentiality Statement form (Attachment 19) as a condition of receipt of the contract.
- G. I, the contractor, acknowledge that our employees and all of our subcontractors and each of their employees engaging in services to the CDE related to this RFQ and the resulting contract will complete, sign, and date the required California Department of Education Computer Security Policy form (Attachment 20), which must be kept on file by the contractor and made available to the CDE upon request, as a condition of receipt of the contract.

California Department of Education  
Request for Proposal (RFQ) Number CN220002  
ATTACHMENT 2

- H. I, the contractor, certify that our company is financially stable and solvent and has adequate cash reserves to meet all financial obligations while awaiting reimbursement from the state.
- I. I, the contractor, certify that all required attachments are included with this certification sheet.
- J. I, the contractor, certify that the signature affixed hereon and dated certifies compliance with all the requirements of this proposal document. The signature below authorizes the verification of this certification.

### Contractor Certification Sheet

Applicant Information
Company name:
Federal ID number:
Executive director name:
California corporation number:
Executive director title:
Headquartered state/county:
Executive director telephone:
Executive director email address

Contact Information
Legal business address:

California Department of Education  
Request for Proposal (RFQ) Number CN220002  
ATTACHMENT 2

City, state:
Zip code:
Mailing address (if different):
City, state:
Zip code:
Name of person completing request:
Title:
Email address:
Telephone number:

<b>Site Summary Information</b>
By signing this document, the representative is certifying, under penalty of perjury, the information provided on this form and application is true and correct.
Authorized signatory name (print):
Title:
Signature:
Date of signature:

California Department of Education, April 2020