

COUNTY OF COLUMBUS, NORTH CAROLINA
NOTICE TO BIDDERS

September 2, 2022

RE: **Request for Proposals**
EMS Quick Response Vehicle (QRV) Program
○ Columbus County Emergency Services

To Whom It May Concern:

The County of Columbus is seeking qualified Emergency Medical Service (EMS) firms to provide 24-hour paramedic level quick response vehicle (QRV) services. The area of Columbus County is approximately nine hundred fifty-four (954) square miles with a population of approximately 55,000.00 residents. The Quick Response Vehicle will be assigned to a response district and may be called upon to provide advanced level emergency medical services in neighboring communities when available pursuant to the mutual aid agreements. Below you will find a "Request for Proposals", which identifies the EMS project anticipated to be undertaken by Columbus County during the contracted period.

In order to be considered, all responses must be submitted in writing no later than **5:00 PM (EST) on October 20, 2022**. Firms mailing responses should allow sufficient delivery time to ensure timely receipt of their proposals. The responsibility for submitting completed responses to the Columbus County Administration Office on or before the specified time and date is solely, and strictly the responsibility of the responding firm. The County will in no way be responsible for delays caused by any occurrence.

Firms providing proposals shall be responsible for complying with North Carolina Laws, procedures, and local ordinances. The County of Columbus reserves the right to waive any informalities, to reject any and all responses to the "Request for Proposals", and to accept any responses which in its opinion may be in the best interest of Columbus County.

No responses to the "Request for Proposals" will be received or accepted after **5:00 PM, EST, on October 20, 2022**. Late qualification packages will be deemed invalid.

Responses may be hand delivered or mailed to:

Columbus County Administration
Attn: Roy N. West
127 W. Webster St
Whiteville, NC 28472

Thank you,

Roy N. West
Assistant County Manager, Emergency Services Director

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REQUEST FOR PROPOSALS
QUICK RESPONSE VEHICLE SERVICES

I. OVERVIEW

Columbus County is inviting interested Emergency Medical Service (EMS) providers (firms), licensed in the State of North Carolina, to submit their proposals for consideration to provide contractual services for a period of five (5) years regarding professional Advanced Life Support (ALS) pre-hospital paramedic level quick response vehicle operations. The Quick Response Vehicle (QRV) is defined as a motor vehicle and equipped to move medical equipment and EMS personnel functioning within the scope of practice of EMT-Paramedic to the scene of emergency medical calls for service. The county will evaluate responding firms based on their scope of service proposals, experience, qualifications, capabilities, and cost related to this type of project.


II. SCOPE OF SERVICES

The firm shall provide a vehicle, staffing, and medical equipment for one (1) Advanced Life Support (ALS) paramedic level quick response vehicle (QRV) 24 hours a day, 7 days per week, 365 days per year, including all holidays. Advanced Life Support (ALS) is defined as a set of life-saving protocols and skills that extend beyond Basic Life Support (BLS). It is used to provide urgent treatment to emergencies such as cardiac arrest, stroke, myocardial infarction, and other critical conditions. Pre-hospital care also includes patient stabilization, airway clearance and maintenance, cardiopulmonary resuscitation (CPR), hemorrhage control, initial wound care, fracture stabilization, and other techniques and procedures approved by the NC OFFICE of EMS (NC OEMS) and the County Medical Director.

The firm shall provide the medical QRV services following the county's approved EMS protocols, policies/procedures, and medical direction. The firm shall supply all personnel, equipment, computers, radios, vehicles, and supplies to provide 24 hours, 365 days, paramedic level emergency quick response services to treat any person that may become injured or ill within a designated response district or county service area. The QRV will be assigned a primary response district however, it may be called upon or re-assigned to provide medical services to persons in neighboring municipalities, and districts with whom the county has mutual aid agreements as required.

The firm shall provide Advanced Life Support services without regard to a person's ability to pay for the services. The firm shall provide ALS emergency services on a twenty-four (24) hour a day, seven (7) days per week, 365 days per year basis. The firm shall be the primary responder to any emergency dispatched for QRV medical services in their designated response district. There is no minimum or maximum number of calls for service that will be received by the firm. Calls for service are estimated to range from 750 to >1,000 annually for a QRV unit.

The firm will be expected to respond with the QRV immediately to all dispatched calls that it receives for emergency services. The firm shall be on the scene of the call for service as soon as safely possible. The firm will be expected to



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successfully submit all required incident reporting documentation to the state OEMS and audit these reports for accuracy. The county shall be forwarded monthly, quarterly, and annual performance reports detailing the responses, activities, and effectiveness of the program as required during the term of the contract to ensure that the residents are receiving the best possible care and service. While on duty, the firm may also be called upon to assist with fire stand-by calls, provide a supervisor for command posts during major events, searches, and natural disasters. Additional service assistance areas may include community events such as fireworks displays, athletic events, as defined by Columbus County. Larger events that require additional staffing such as overtime will be a separately billed item.

III. VEHICLE COVERAGE AND STAFFING


The initial program and contract will consist of providing (1) QRV and is to be staffed with at least one (1) on duty state certified paramedic. Additionally, if expansion of the QRV services is necessary to cover the county's EMS future response needs during the contracted period, the firm should have the capacity to expand county coverage up to four (4) staffed QRV's. The firm should have the capability to provide shift supervisors which are able to respond to major EMS incidents, fires, or police incidents when requested, within a reasonable response time, to help supervise, coordinate and manage EMS resources for such incidents. The firm shall administer daily staffing and scheduling through the county's staffing program.

The successful firm should provide a plan showing how the QRV used within the county will be lettered indicating service to Columbus County. The design plan should also include other lettering or symbols required by any licensing or regulatory requirements of the State of North Carolina. The firm is responsible for all operating expenses, including salaries, benefits, insurance etc. for the personnel assigned to work in the county. It shall be expressly understood that the personnel assigned to the county are employees of the firm and not employees of the county.

Compliance with Applicable Law- The firm shall comply with all applicable laws and regulations governing the provision of ALS emergency medical services, including but not limited to all employee licensing, training and education requirements. In addition, the firm shall comply with applicable labor laws and/or regulations pertaining to the amount of hours worked by any one person in a day. The firm also agrees to comply with all state and local traffic laws, national standards, and ordinances for emergency and non-emergency calls for service.

IV. MANAGEMENT AND PERSONNEL QUALIFICATIONS

Personnel Qualifications- Each qualified paramedic shall hold a current/active certification from the North Carolina Office of Emergency Medical Services as well as current certification in CPR. QRV personnel must also hold a valid North Carolina driver's license. The firm shall be solely responsible for the hiring of all employees. In addition to the certifications, all QRV staff shall be trained in the use of radio usage and protocols. The firm shall offer in-service training programs to QRV staff to assist its employees in keeping current with certifications, protocols, and



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procedures to ensure the maintenance of ALS services of the highest quality. Personnel shall also be required to complete annual proficiency skills training and assessments through the county's medical direction.

All EMS supervisors shall be trained at a minimum to the ICS-300 Level. The firm shall provide the county documentation of training and continuing education completed to its employees as required. The firm shall also provide documentation of successful background investigations, including drug screening tests and fingerprinting for all personnel that will be assigned to work in Columbus County as required. The successful firm will be required to update this information with each personnel change in a quarterly report to the county. **Uniforms** - All QRV staff shall be properly uniformed and maintain a professional appearance while identified as to employer, name and title by a name plate or emblem attached to the uniform and work jacket.

V. VEHICLES, EQUIPMENT, AND SUPPLIES

Radios, computers, supplies and other equipment - The firm shall be equipped with and maintain mobile and portable radios and computers compatible with the county communications and CAD systems as well as other equipment necessary to perform the work as described.

Maintenance, Replacement and Storage of QRV and other Equipment - The firm shall be responsible for the maintenance, replacement, insurance, and storage of its QRV and other equipment necessary to perform services under this Agreement. The firms' EMS personnel furnished with the use of such equipment shall use due care and abide by all motor vehicle laws. Additionally, it will be the responsibility of the firms' staff to ensure that the QRV and equipment are in proper working order before calls for service. The firms' EMS personnel shall be responsible for keeping the assigned QRV and equipment clean and in a professional appearance at all times and stocked with appropriate supplies. The firms' QRV will be housed and remain within the county when on duty except when used in conjunction with a mutual aid call, or during responses to area hospitals. Acceptable proximity shall be determined solely by the County of Columbus.

VI. QUALITY ASSURANCE

Quality assurance functions, performance management, and program oversight shall be provided by the county and consist of calls for service review, performance analytics, protocol/procedure adherence, and medical direction administration by the county's Medical Director and Emergency Services Director.

VII. RECORDS, AUDITS, AND REPORTS

The county will require that the successful firm provide monthly performance and administrative reports and financial audits as required. The firm shall provide all reports to the Medical Director; Emergency Services Director; County Administration. Reports will be generated in an electronic form to the county; however, all record keeping and response reports required by State law or regulations shall be maintained and submitted in the manner

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prescribed by law and available to the county. Records maintained by the firm in carrying out the terms of the contact shall remain property of the county. The firm will be required to comply with any privacy laws pertaining to medical records.

VIII. SUBMISSION

- A. Proposals: Submit three (3) hard copies, marked “**EMS Quick Response Vehicle Services (QRV)**”. Proposals shall be received no later than **5:00 PM, EST, on October 20, 2022** at the Office of Columbus County Administration, 127 W. Webster St., Whiteville, NC 28472.
- B. Proposal packages may be hand-delivered or mailed. If the submittal is sent by mail or commercial express, the Respondent shall be responsible for actual delivery of the qualification package to the proper County office before the deadline. All proposals become property of the county. Request for proposal packages will not be accepted via fax machine or internet e-mail.

Label the outside of submitted Proposal Packages with **RFP Columbus County** and subject:

“EMS Quick Response Vehicle Services (QRV)”

- C. Time is of the essence and any submission or addenda pertaining thereto received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. It is the sole responsibility of the firm to ensure that their proposal is received by the Administration Offices before the deadline indicated above. There is nothing in this RFP that precludes the county from requesting additional information from firms at any time during the evaluation process.
- D. Nothing herein is intended to exclude any responsibilities or in any way restrain or restrict the competitive bidding process. On the contrary, all responsible firms/individuals are encouraged to submit responses as to how the QRV program will operate and function under their firms’ management. The County of Columbus reserves the right to waive any informalities, to reject any and/or all submittals, and to accept any proposals which in its opinion may be in the best interest of the county.


PROPOSAL SUBMISSION- REQUIRED ITEMS

To facilitate a timely and comprehensive evaluation of all proposals, it is essential that all firms adhere to the required response format. The county requires a standard format for all proposals to ensure that clear, concise, and complete statements are available from each firm in response to the requirements. The county is not under any obligation to search for clarification through additional or unformatted information submitted as a supplement to the formatted response. Where a qualification submittal contains conflicting information, the county may at its discretion determine the proposal to be incomplete. The information requested by the sectional format described above is further defined below.

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Each submittal must address the areas described below.

- Title Page
 - Table of Contents
 - Executive Summary (including cost)
 - Business and Background
 - Scope of Services
 - Staffing
 - Assumptions
 - Timing
 - Appendices/Other
1. **Title Page:** The firms' proposal should include a title page. This page shall identify the firm, name of the primary contact, address, telephone number, and email address.
 2. **Table of Contents:** The firms' proposal should include a Table of Contents page which lists the titles and page numbers for each major topic and sub-topic contained in the proposal.
 3. **Executive Summary:** The firms' proposal should include an executive summary of the key points and highlight of the firms' major objectives and recommendations.
 4. **Business and Background:** In this section, the firm is recommended to provide background on their organization including but not limited to:
 - Qualifications of the company and services;
 - Copy of the organization's Annual Report;
 - Organizational Chart;
 - Brief biography of those involved in the management of the organization;
 - Evidence of experience, capability, and financial responsibility for providing advanced life support emergency medical services;
 - Evidence of adequate general liability, medical malpractice, and worker's compensation insurance. Insurance requirements are as follows:
 - Comprehensive General Liability
 - Medical Malpractice-Professional Liability
 - Workers Compensation
 - Motor Vehicle Insurance
 - Copy of licenses issued by State of NC OEMS.
 5. **Scope of Services:** In this section of the proposal, the firm should state what the intended scope of services that are to be provided to the county. If there are any gaps between what the firm believes should be the proper scope of services given all information known at the time of this RFP, the firm should clearly state these gaps in this section and clearly mark these concerns as such.




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6. **Staffing:** The firms' proposal should include a description of the staffing model that will be utilized by the firm in this section. The county requests that as part of the submittal, the firm state exactly the roles, qualifications, certifications and background documents for all proposed employees.
7. **Assumptions:** In this section, firms should state any assumptions being made relating to any part of the proposal or their response.
8. **Timeline:** The firms' proposal should include a description of the timing and implementation steps necessary for the firm to implement and commence coverage.
9. **Appendices/Other:** The firms' proposal should include any additional information that would be applicable to the required content to which the firm feels necessary to support their proposal such as maps, charts, or reports. If the firm determines that other materials are necessary (such as promotional literature, etc.), they should include it in this section.

VIII. PROPOSAL EVALUATION

Proposals will be reviewed for compliance with the terms and conditions of the RFP and awarded in accordance with state law. Any proposals not responsive to the RFP will be rejected. *There will be four (4) areas of broad criteria by which proposals will be evaluated.* Each criterion will be evaluated and the extent to which the criterion is met or exceeded will be assessed by the county representatives from Administration/Legal.

1. **Scope of Services:** The proposal will be evaluated to determine whether the proposal meets the scope of services described in the request for proposal. Firms' non-compliance with legal requirements shall constitute cause for rejection.
2. **Firms Experience/Background:** Proposals will be evaluated to determine whether they include documentation (including references, and/or service level and response time reports) of successful operations in municipalities or similar response districts. Background and overall experience will be considered.
3. **Staffing/Training of Personnel:** Through this project, the county will be attempting to provide timely and efficient emergency medical services to its residents. Proposals will be evaluated to determine whether the staffing plan is adequately implemented, certified, and trained. The firms' methods for ensuring quality control will also be taken into consideration.
4. **Proposal Cost:** Cost will be a factor in determining the successful firm, but the lowest cost proposal may not necessarily be awarded the contract. All proposals will be evaluated to determine whether the cost is appropriate to the overall project scope and services presented and in accordance with industry standards. The County Administration will make the final recommendation to award the contract in the best interest of the county.



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X. ADDITIONAL CONSIDERATIONS

The county, in its sole discretion, will award a five-year contract. Accordingly, at the conclusion of the fifth year, the contract period will end. Continuation of the contract period beyond the five-year term is contingent on the availability of funds in the following year's budget. In the event of the unavailability of funds, the county reserves the right to not renew the contract with sufficient notice.

Firms are to submit proposal packages which present their qualifications and understanding of the services to be performed. Emphasis should be placed on completeness of services offered, details, specifications, and clarity of content. All proposals should be complete and carefully worded and must convey all of the information requested by the county. If errors or exceptions are found in the firm's submittal, or if the package fails to conform to the requirements of the RFP, the county will be the sole determinant as to whether that variance is significant enough to reject the firm's proposal.

Proposals should be prepared simply and economically. All data, materials, and documentation shall be available in a clear and concise form. Columbus County does not expect nor will any more favorable consideration be given to proposals with non-pertinent information on other accomplishments of the firm which have no direct bearing on these projects, resumes of individuals who will not be engaged in the work, or pages of other non-project related material. Proposals shall be limited to 30 pages, double sided 8 ½ x 11, minimum 10-point font. Covers and dividers do not count in the page count.

All proposals shall provide a straight forward, specific, detailed, and concise description of the firm's proposal to satisfy the requirements of the RFP. In addition to the transmittal letter, the Non-Collusion Affidavit must be signed by a principal of the firm or an officer of the corporation duly authorized to bind the corporation. The firm is solely responsible for all costs and expenses associated with the preparation of the proposal.

Proposal must be made in the official name of the individual, firm, or corporation under which the business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the business entity submitting the RFP.

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XI. GENERAL TERMS AND CONDITIONS

A. NON-COLLUSION AFFIDAVIT

Each proposal 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.

B. ADDENDA/CHANGES

Any interpretation, correction or change of this RFP will be made by Addendum. Addenda will be mailed or delivered to all who are known by the County Administration to have received a complete set of RFP documents. It is the responsibility of the firm to ensure that all Addenda are received.

C. QUESTIONS

Questions concerning this RFP should be directed to:

Columbus County Administration

Attn: Roy N. West

127 W. Webster Street

Whiteville, NC 28472

Telephone (910) 640-6630


E-mail: rwest@columbusco.org

Only written questions will be considered formal. Any information given by telephone will be considered informal. Any questions that the county feels are pertinent to all firms will be mailed as an addendum to the RFP. E-mail messages will be treated as written questions.

D. PROPRIETARY INFORMATION:

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 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 labeled “Confidential” in the top right corner.



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E. MINORITY BUSINESSES

The County of Columbus encourages all businesses, including DBE, minority, and women-owned businesses to respond to all Request for Proposals.

F. AWARD/CONTRACT TIME

No part of this solicitation is to be considered part of a contract nor are any provisions contained herein to be binding of Columbus County. Award shall be made to the responsible firm whose proposal is determined to be the most advantageous to the County, taking into consideration the evaluation factors set forth in the RFP. The County intends to enter into a contract with one firm to provide the various professional services required. Columbus County anticipates award of the contract by December, 2022.

G. CONTRACT DOCUMENT

The successful firm will be required to enter into a professional services contract approved by the county.

H. INSURANCE


The contracted firm shall purchase and maintain during the term of this Agreement and for a period of three years after termination of this Agreement, the following insurance policies with the limits set forth herein: Workers Compensation; Commercial General Liability; Automobile Liability; and Professional Liability Insurance.

All Insurance Companies must be authorized to do business in North Carolina. The minimum insurance ratings for any company insuring the firm shall be AM Best "A-/VII" or better; or have reasonable equivalent financial strength to the satisfaction of the County's Finance Officer. Should the ratings of any insurance carrier insuring the Consultant fall below the minimum rating, the County may, at its option, require the contracted firm to purchase insurance from a company whose rating meets the minimum standard. Proof of rating shall be provided to the County upon request.

I-1 Limits of Coverage

Minimum limits of insurance coverage shall be as follows:

- a. Worker's Compensation - Limits for Coverage A - Statutory State of N.C.; Coverage B - Employers Liability limits shall not be less than \$1,000,000.00.



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- b. Commercial General Liability – Bodily injury and property damage liability and will protect the Consultant from claims of bodily injury or property damages which may arise from the operations of this Agreement. The amounts of such insurance shall not be less than \$1,000,000.00 bodily injury and property damage – combined single limit per occurrence and \$2,000,000.00 aggregate. This insurance shall include coverage for products/completed operations, personal injury liability and contractual liability.
- c. Automobile Liability – Automobile bodily injury and property damage liability insurance when the services to be performed require the use of motor vehicles. Auto liability limits shall not be less than \$1,000,000.00 combined per accident.
- d. Professional Liability – (errors and omissions) with minimum limits of \$1,000,000.00 per claim.


All insurance policies (with the exception of Worker's Compensation and Professional Liability) required under this Agreement shall name the county as an additional insured party for the insurance.

I-2 Proof of Coverage

Evidence of such insurance shall be furnished to the county, together with evidence that each policy provides that the county shall receive not less than thirty (30) days prior written notice of any cancellation of coverage of any of the policies. Upon notice of such cancellation, the contracted firm shall procure substitute insurance so as to assure the county that the minimum limits of coverage are maintained continuously throughout the periods specified herein.

I-3 Indemnity

The contracted firm agrees to indemnify, defend, and hold harmless Columbus County NC, its officers, agents, and employees from and against all loss, cost, damages, liability, claims or expense, including attorney's fees, for bodily injury (including death) or property damage to any person or persons to the extent caused by the negligence of the contracted firm or any person or entity for whose acts or omissions the contracted firm is legally liable. It is the intent of this provision to require the contracted firm to indemnify the County of Columbus NC to the fullest extent permitted under North Carolina law. This indemnity shall survive the termination of this Agreement.



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VI. EVALUATION PROCESS:

Following the deadline for submittal of proposals, a review of the submitted packages will be performed by the county. Proposals will be reviewed, analyzed, and ranked based on their responses to the information requested. Additional follow-up discussions with the firm(s) representatives may be required to determine a final selection. At the discretion of the county during the evaluation process, follow-up discussions with the firm(s) may consist of written questions and responses, personal interviews, and/or a formal presentation with members of the firm(s).

If personal interviews are required by the county, the persons proposed to be responsible for managing the firm shall attend the interview. If requested, firms should be prepared to submit financial status information, which shall be held in confidence. The county shall select from among the firm(s) deemed most qualified to provide the required services. The county will negotiate a lump sum fee for the services and a rate schedule to be utilized for additional services and contingent additional services with the most qualified firm at a compensation rate which is considered to be fair and reasonable to both parties. These rates shall include all disciplines.

In making the final decision, the county will take into account the established value, general scope, complexity, and the professional nature of the services to be rendered. Should the county be unable to negotiate a satisfactory contract with the firm considered to be most qualified, negotiations with that firm shall be formally terminated. Negotiations will then proceed with the remaining ranked firms in the same manner until an agreement is reached, unless it is determined that it is in the best interest of the county that the process be terminated entirely or modified.

The County of Columbus reserves the right to reject any and/or all proposals, and to waive defects, technicalities and/or irregularities in any submittal. The county reserves the right to finalize a contract with one firm based on all factors involved in the qualification submittal without further discussion or interviews.



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RESPONDER'S CERTIFICATION FORM

I have carefully examined the Request for Proposal. I hereby propose to furnish the quick response vehicle services for Columbus County in accordance with the instructions, terms, conditions, and requirements incorporated in this Request for Proposal. I certify that all information contained in this response is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this response on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

NAME OF FIRM: _____

BY: (printed name) _____

SIGNATURE: _____

MAILING ADDRESS: _____

CITY/STATE/ZIP CODE: _____

TELEPHONE NUMBER: _____

Email Address: _____

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NON-COLLUSION AFFIDAVIT

State of North Carolina

County of Columbus

RFP-Columbus County

_____, being first duly sworn, deposes and says that:

1. He/She is the _____ (title) of _____ (firm's name), the responder that has submitted the attached response;
2. He/She is fully informed respecting the preparation and contents of the attached response and of all pertinent circumstances respecting such response;
3. Such response is genuine and is not a collusive or sham response;
4. Neither the said responder nor any of its officers, partners, owners, agents, representatives employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other responder firm or person to submit a collusive or sham response in connection with the contract for which the attached response has been submitted or to refrain from responding in connection with such contract, or has in any manner, directly or indirectly sought by agreement or collusion of communication or conference with any other responder, firm or person to fix the price or prices in the attached response, if applicable, or of any other responders, or to fix any overhead, profit or cost element of the response price of the response, if applicable, of any other responder or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the County of Columbus or any person interested in the proposed contract.

Signature _____ Title _____

NOTARIZE

Subscribed and sworn to before me,

This _____ day of _____, 20____

Notary Public _____

My Commission Expires: _____



COUNTY OF COLUMBUS, NORTH CAROLINA
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STATE OF NORTH CAROLINA

AFFIDAVIT

COUNTY OF COLUMBUS

NOW COMES Affiant, first being sworn, deposes and says as follows

1. I have submitted a bid for contract or desire to enter into a contract with the County of Columbus;

2. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that I am aware of and in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

- After hiring an employee to work in the United States I verify the work authorization of said employee through E-Verify and retain the record of the verification of work authorization while the employee is employed and for one year thereafter; or
- I employ less than twenty-five (25) employees in the State of North Carolina.

3. As part of my duties and responsibilities pursuant to said bid and/or contract, I attest that to the best of my knowledge any subcontractors employed as a part of this bid and/or contract are in compliance with the requirements of E-Verify, Article 2 of Chapter 64 of the North Carolina General Statutes, to include (mark which applies):

- After hiring an employee to work in the United States the subcontractor verifies the work authorization of said employee through E-Verify and retains the record of the verification of work authorization while the employee is employed and for one year thereafter; or
- Employ less than twenty-five (25) employees in the State of North Carolina.
Specify subcontractor: _____

This the _____ day of _____, 20____.

Affiant

Sworn to and subscribed before me, this the _____ day of _____, 20____.

[OFFICIAL SEAL]

_____, Notary Public

My Commission Expires: _____