

# **ADDENDUM TO REQUEST FOR PROPOSALS**

## **Impact Reporting and Minimum Household Savings RFP**

**RFP POSTED DATE:** **May 7, 2025** **ADDENDUM NO. 02**

**ADDENDUM NO.2 POSTED DATE:** **June 5, 2025**

**PROPOSAL DEADLINE:** **Friday July 11, 2025, at 11:59 PM ET**

To All Potential Respondents:

The purpose of the Request for Proposals (the **RFP**) is to solicit proposals from qualified and experienced firms to be responsible for Program impact reporting, including developing and applying methodologies for achieving a minimum household savings of 20% for Program beneficiaries.

This addendum to the RFP (this **Addendum**) modifies the RFP only to the extent indicated herein. Except as specifically set forth in this Addendum, all other terms set forth in the RFP remain unchanged and in full force and effect. This Addendum is hereby incorporated into and made an integral part of the RFP, and Respondents shall incorporate this Addendum into their proposals as if it were issued in the original RFP. Per the RFP, Respondents must acknowledge receipt of any and all Addenda, listing each Addenda by number (s) and date (s) in their proposals on Form 3: Acknowledgement of Addenda. Any capitalized term used herein without definition shall have the meanings given to it in the RFP.

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### **Revisions:**

#### **Deleted Language in RFP**

The following language is deleted from the RFP:

5. COST PROPOSAL, paragraph 4:

IPC may, "from time to time," issue requests to the firms awarded under this prequalification RFP to respond to individual work orders. IPC work order requests may request services procured under this prequalification RFP on a fixed-fee or time and material type basis subject to the nature of the individual service requested.

#### **Updated Language in the RFP:**

The following language and attachments are added to the RFP:

9. APPENDICES

I. Appendix A - Forms

II. Appendix B – Federal Contract Provisions

### **Attachments:**

I. Appendix A - Forms

II. Appendix B – Federal Contract Provisions

**\*\*\*\*\*All other items remain the same\*\*\*\*\***  
**END OF ADDENDUM NO. 2**

**Respondents will include the completed forms in Section 4 of their Proposal.**

- **Form 1: Respondent Certification**
- **Form 2: Byrd Anti-Lobbying Certification**
- **Form 3: Acknowledgement of Addenda**
- **Form 4: IPC Doing Business Form**

**FORM 1**  
**RESPONDENT CERTIFICATION**

This Proposal is submitted by: Name (print) \_\_\_\_\_ who is an officer of \_\_\_\_\_, (the **Respondent**) and who is duly authorized to sign Proposals and enter into contracts.

The undersigned certifies that this Proposal is made without prior understanding, agreement, or connection with any corporation, firm, professional, or person submitting a Proposal for the same professional services, materials, supplies, or equipment, and is in all respects fair and without collusion or fraud.

The undersigned is fully informed with respect to the preparation, contents, and all pertinent circumstances of the attached Proposal:

1. Such Proposal is genuine and is not a collusive or sham Proposal;
2. Neither the Respondent 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 Respondent, Company or person to submit a collusive or sham Proposal in connection with the contract for which the attached Proposal has been submitted or to refrain from bidding in connection with such Contract or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Respondent, Company or person to fix the price or prices in the attached Proposal or of any other Respondent, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the IPC or any person interested in the proposed Contract; and
3. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Respondent understands that information contained in this Proposal will be relied upon by the IPC in awarding any Agreements and such information is warranted by the Respondent to be true. The undersigned Respondent agrees to furnish such additional information as may be required by the IPC in the evaluation of qualifications.

The undersigned certifies the information and responses provided on this Proposal are true, accurate and complete. IPC may contact any entity or reference listed in this Proposal. Each entity or reference may make any information available to the IPC.

The undersigned, on behalf of the Respondent, agrees to abide by all conditions of this RFP:

\_\_\_\_\_  
Signature of Respondent's Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title of Respondents Authorized Official

**FORM 2**  
**BYRD ANTI-LOBBYING CERTIFICATION**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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 person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of 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 subawards at all tiers (including subcontracts, subgrants, 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 was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. 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 Respondent certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

RFP Name: Compliance Services

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Signature of Respondent's Authorized Official

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Date

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Name and Title of Respondent's Authorized Official

**FORM 3**  
**ACKNOWLEDGEMENT OF ADDENDA**

**RESPONDENT:** \_\_\_\_\_

**INSTRUCTIONS:** Complete Part I or Part II, as applicable

**PART I:**

**List below the dates of issue for each addendum received in connection with this solicitation: A**

**Addendum #1, Dated** \_\_\_\_\_

**Addendum #2, Dated** \_\_\_\_\_

**Addendum #3, Dated** \_\_\_\_\_

**Addendum #4, Dated** \_\_\_\_\_

**Addendum #5, Dated** \_\_\_\_\_

**Addendum #6, Dated** \_\_\_\_\_

**Addendum #7, Dated** \_\_\_\_\_

**Addendum #8, Dated** \_\_\_\_\_

**Addendum #9, Dated** \_\_\_\_\_

**Addendum #10, Dated** \_\_\_\_\_

**PART II:**

☐ **NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS SOLICITATION**

\_\_\_\_\_  
Signature of Respondent's Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title of Respondent's Authorized Official

**FORM 4**  
**IPC DOING BUSINESS FORM**



As part of Inclusive Prosperity Capital, Inc.'s ("IPC") bid solicitation process, we request certain information regarding our potential business partners. This information is used for bid evaluation and government reporting purposes only.

|   |               |
|---|---------------|
| <b>Name of Business:</b>  |               |
| <b>Primary Business:</b>  |               |
| <b>Service Geography:</b>   |               |
| <b>Address:</b>   |               |
| <b>Contact Name and Title:</b>  | <b>Email:</b> |
| <b>EIN:</b>   | <b>UEI:</b>   |
| <b>Form of entity, jurisdiction, and number of years in business:</b>               |               |
| <b>Certified minority or woman owned:</b>   |               |
| <b>Veteran or Service-Disabled Veteran owned:</b>                                   |               |
| <b>Previous contact or contract with IPC:</b>                                       |               |
| <b>Any known relationships with individuals employed by or affiliated with IPC:</b> |               |

## **APPENDIX B – FEDERAL CONTRACT PROVISIONS**

The following terms and conditions, as they may be amended prior to contracting, are required to be included in any contract(s) awarded as a result of this solicitation that is supported by federal funds, in whole or in part, during the life of the contract(s). As used herein, "Contractor" shall refer to the selected Respondent, and "contracting entity" shall refer to IPC.

### **STANDARD FEDERAL TERMS AND CONDITIONS FOR ALL CONTRACTS WITH FEDERAL FUNDS**

*The contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 40 CFR part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the contractor to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.*

*The specific Terms and Conditions contained in this Appendix are fully incorporated by reference into the solicitation and any contract(s) awarded as a result of this solicitation, which are supported by federal funds, in whole or in part, during the life of the contract(s).*

### **ACCESS TO RECORDS**

1. Contractor agrees to provide the contracting entity, the grantor federal agency, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
2. Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
3. Contractor agrees to provide the foregoing parties or any of their authorized representatives with access to construction or other work sites pertaining to the work being completed under the contract.

### **BUY USA - DOMESTIC PREFERENCE FOR PROCUREMENTS**

1. Contractor should, to the greatest extent practicable under a federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.
2. For purposes of this section:
  - (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
  - (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

### **BYRD ANTI-LOBBYING AMENDMENT, 31 U.S.C. § 1352 (AS AMENDED)**

1. Contractors who submit a Proposal for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence

an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier, up to the recipient.

#### **CLEAN AIR ACT AND WATER POLLUTIONS CONTROL ACT PROVISIONS**

1. Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the federal Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
2. Contractor agrees to report each violation to the contracting entity and understands and agrees that the contracting entity will, in turn, report each violation as required to assure notification to the grantor federal agency and the appropriate Environmental Protection Agency Regional Office.
3. Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with federal assistance.
4. Contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the federal Water Pollution Control Act, as amended, 33 U.S.C. § 1251 et seq.
5. Contractor agrees to report each violation to the contracting entity and understands and agrees that the contracting entity will, in turn, report each violation as required to assure notification to the grantor federal agency and the appropriate Environmental Protection Agency Regional Office.
6. Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with federal assistance.

#### **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (FOR ANY CONTRACTS IN EXCESS OF \$100,000 WHEN LABORERS OR MECHANICS ARE USED)**

1. *Overtime requirements:* No Contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such a workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such a workweek.
2. *Violation: liability for unpaid wages; liquidated damages.* In the event of any violation of the clause set forth in paragraph 1 of this section, Contractor and any subcontractor responsible therefore shall be liable for the unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory) for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.
3. *Withholding for unpaid wages and liquidated damages.* The contracting entity shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by Contractor or subcontractor under any such contract or any other federal



contract with the same prime Contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

4. *Subcontracts.* Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph 1 through 4 of this section and also a clause requiring the subcontractors to include these clauses in any lower-tier subcontracts. The prime Contractor shall be responsible for compliance by any subcontractor or lower-tier subcontractor with the clauses set forth in paragraphs 1 through 4 of this section.

#### **COPELAND "ANTI-KICKBACK" ACT PROVISION**

1. Contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. Part 3 as may be applicable, which are incorporated by reference into this contract.
2. Contractor or subcontractor shall insert in any subcontracts the clause above and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime Contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
3. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a Contractor and subcontractor as provided in 29 C.F.R. § 5.12.

#### **COPYRIGHT AND DATA RIGHTS (IF APPLICABLE)**

1. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound or video recordings, and professional works.
2. Contractor grants to the contracting entity, a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data.
3. For data required by the contract but not first produced in the performance of this contract, Contractor will identify such data and grant to the contracting entity or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract.
4. Upon or before the completion of this contract, Contractor will deliver to the contracting entity data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the contracting entity.

#### **FEDERAL COMPLIANCE**

Contractor acknowledges that federal funds will be used to fund all or a portion of the contract. Contractor will comply with all applicable federal law, regulations, executive orders, policies, procedures, and directives. This specifically includes, *but is not limited to*, all 2 CFR 200 requirements, and any American Rescue Plan Act (ARPA) requirements and guidance established by the United States Department of the Treasury for ARPA funding. It also includes any legal requirements applicable to the Bipartisan Infrastructure Law and Urban Area Security Initiative (UASI) funding.

## **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (HUAWEI AND ZTE) (IF APPLICABLE)**

Contractor is prohibited from obligating or expending loan or grant funds to:

1. Procure or obtain;
2. Extend or renew a contract to procure or obtain; or
3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115–232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
  - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
  - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
  - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

## **PROCUREMENT OF RECOVERABLE MATERIALS**

1. In the performance of this contract, Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired—
  - a. Competitively within a timeframe providing for compliance with the contract performance schedule;
  - b. Meeting contract performance requirements; or
  - c. At a reasonable price.
2. Information about this requirement, along with the list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines webpage: <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>
3. Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

## **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT (IF APPLICABLE)**

Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any applicable implementing regulations.

## **SUSPENSION OR DEBARMENT**

1. No contract will be awarded to a Contractor or any party that is debarred from working on federally funded projects, as listed on the government-wide exclusions list in the System for Award Management (SAM) at [www.sam.gov](http://www.sam.gov), in accordance with the OMB guidelines at 2 C.F.R. Part 180.
2. This contract is a covered transaction for purposes of 2 C.F.R. Part 180. As such, Contractor is required to verify that none of Contractor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
3. Contractor must comply with 2 C.F.R. Part 180, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
4. This certification is a material representation of fact relied upon the contracting entity. If it is later determined that Contractor did not comply with 2 C.F.R. Part 180, subpart C, in addition to remedies available to the contracting entity, the federal government may pursue available remedies, including but not limited to suspension and/or debarment.
5. The Contractor agrees to comply with the requirements of 2 C.F.R. Part 180, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

*[End Appendix B]*