



## **Redevelopment Authority of Allegheny County**

**Request for Proposals**

***Lead Paint Inspection/ Risk Assessment and Clearance Examination Services for the Allegheny Lead Safe Homes Program***

**February 2024**

**Redevelopment Authority of Allegheny County**

**One Chatham Center, Suite 900**

**112 Washington Place**

**Pittsburgh, PA 15219**

## **OBJECTIVE**

The Redevelopment Authority of Allegheny County (“RAAC”) hereby solicits and requests proposals (“the Proposal”) from organizations (“the Firm”) to supply Lead Paint Inspections/Risk Assessments and Clearance Examination services for residential housing units undergoing lead hazard control as part of the Allegheny Lead Safe Homes Program (“The Program”). The firm may, on occasion, also be responsible for providing Healthy Home assessments and reassessments. The intent of this Request for Proposals (RFP) is to define the general specifications for the professional services required by RAAC and to set guidelines for selection. The purpose of this RFP is to solicit meaningful Proposals so that RAAC may select, from among a range of proposals; the Proposal(s), which best meets its needs and requirements. It is further desired that the solicitation process will ensure competitive pricing. RAAC intends to hire more than one Firm to complete the services outlined in this Proposal. Although RAAC will be hiring more than one Firm, once a Firm is assigned a housing unit, RAAC’s intent is to keep that firm on that property through completion, but reserves the right to switch firms as determined by RAAC.

RAAC desires to enter into an arrangement with more than one Firm(s) which exhibits a proven track record and demonstrated success in undertaking these types of project related services and administration. Firms with a current business relationship with the Program are not required to resubmit materials to maintain the relationship. The Firm(s) must be willing to work County-wide, including the City of Pittsburgh.

## **INTRODUCTION**

The Allegheny Lead Safe Homes Program is funded through Allegheny County Economic Development (“ACED”) by grants from the HUD Office of Lead Hazard Control and Healthy Homes and the Pennsylvania Department of Health through the end of 2024. Services may be required beyond the end of 2024, pending funding.

RAAC is a sub grantee to ACED.

RAAC hereby solicits and requests proposals for providing initial Lead Paint Inspection/Risk Assessments (LIRA) services and Clearance Examinations after lead hazard control construction in residential housing units. The firm may upon request also be required to provide and Healthy Home Assessments/Reassessments for a selection of those residential housing units before/after construction to address health and safety concerns.

### **Lead Paint Inspection/Risk Assessments Including Clearance Examination**

The firm will be responsible for providing Lead Paint Inspection/Risk Assessments services for residential housing units including Clearance Examination. These units will be located throughout Allegheny County and will be a combination of owner-occupied and rental units that are occupied at the time of inspection. Housing units to undergo grant-funded Lead Paint Inspection/Risk Assessments and Clearance Examination will be identified through grant partners and staff throughout the duration of the grant and assigned to the firm over the course of the grant. A maximum of 24-hour turn-around time for all Clearance Examination samples is required, unless specifically authorized by a RAAC representative to allow for a slower delivery. Firms should be prepared to complete soil testing and water testing. Services will be needed and will be assigned by staff on a per-unit basis until the end of 2024, pending funding. Services may be needed beyond 2024.

### **Healthy Home Assessments**

The firm may occasionally be responsible for providing Healthy Home Assessments services in units undergoing lead hazard control work. Grant partners and staff will determine which units will receive a Healthy Home Assessment. In addition, the staff conducting these assessments will be required to attend a Healthy Homes training, if they were not previously certified. The firm is responsible for sending all the necessary staff to attend the training. Training will be at no cost to the firm, though the firm will be responsible for any necessary associated travel costs, if applicable.

The Healthy Homes Rating System (HHRS) is a system that rates 29 health and safety hazards for their potential to harm residents. The Healthy Homes assessments are a report of all these health and safety hazards in the home. A Healthy Homes reassessment is a report conducted after the construction evaluating and documenting the remediated hazards. Healthy Homes assessments may take place at the same time as the lead inspection/risk assessment, and the Healthy Homes reassessment may take place at the same time as lead clearance testing, but not in every circumstance.

## **WORK REQUESTED**

RAAC intends to hire more than one Firm to complete the services outlined in this Proposal to add to their pool of certified firms. The Firm(s) selected as a result of this RFP process shall be expected to provide the following services, including, but not be limited to:

1. Conduct lead based paint inspection/risk assessments, including a full report and a minimum of the following testing methods: X-Ray Fluoresce Readings, Dust Samples and Soil Samples for all properties that are identified Allegheny Lead Safe Homes program participants. All applicable HUD, EPA, State, local and other appropriate regulations and guidelines must be followed, including HUD Office of Lead Hazard Control and Health Homes and local Program policies. **STANDARD LEAD INSPECTIONS THAT MEET HUD GUIDELINES ARE NOT SUFFICIENT TO MEET THE NEEDS OF THIS PROGRAM.** Some examples of OLHCHH and Local requirements in addition to standard HUD guidelines include:
  - a. Photos of all LBP components, labeled by room and side.
  - b. Chart giving interim control AND abatement method to correct each hazard
  - c. XRF testing (interior AND exterior) and photos of all lead positive windows
  - d. Floor Plan Sketch with labeled windows
  - e. Dust testing of basement and porch floors
  - f. List of Exceptions (give reason why something wasn't XRF tested)
  - g. List of Assumptions and Reasoning (list reason assumed and based on what other XRF reading)
2. Conduct post-abatement visual and environmental clearance examinations for lead hazard control work completed. All applicable HUD, EPA, State, local and other appropriate regulations and guidelines must be followed;
3. The laboratory used for analysis of samples must be accredited by the National Lead Laboratory Accreditation Program (NLLAP) and meet any appropriate state and local regulations;
4. A maximum of 24-hour turn-around time for all Clearance Examination samples is required, unless specifically authorized by a RAAC representative to allow for a slower delivery. If samples are taken before 10 am, results are expected on the same day; if after 10am, results are expected next day;

5. Maintain excellent communication with Allegheny Lead Safe Homes Grant staff and the community. Communication with occupants must be professional and respectful, and never disparaging;
6. Participate in grant-program feedback forums as request by RAAC, which on average might be on a quarterly basis.

Once RAAC selects a firm, RAAC will provide selected entity with a contract. Once contracts are executed, the selected firms will be expected to start work upon RAAC's immediate request.

## MINIMUM EXPECTATIONS

Because this job involves involvement with tenants, landlords and homeowners, including entering their private residences, a certain level of professionalism is required. While performing Allegheny Lead Safe Homes Program work, you are required to represent RAAC in a professional manner at all times.

If selected, the Firm(s) will be required to comply with prompt timelines for completing all work assigned, as stated in the contract.

The Firm must perform all Services in accordance with all applicable Federal, State, and local laws and regulations and Program guidelines, including but not limited to HUD's Notice of Funding Availability ([https://www.hud.gov/sites/dfiles/SPM/documents/Lead\\_Hazard\\_Reduction\\_Grant\\_FR\\_6400\\_N\\_13.pdf](https://www.hud.gov/sites/dfiles/SPM/documents/Lead_Hazard_Reduction_Grant_FR_6400_N_13.pdf)) policy guidance ([https://www.hud.gov/program\\_offices/healthy\\_homes/lbp/pg](https://www.hud.gov/program_offices/healthy_homes/lbp/pg)) including the Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing ([https://portal.hud.gov/hudportal/HUD?src=/program\\_offices/healthy\\_homes/lbp/hudguidelines/](https://portal.hud.gov/hudportal/HUD?src=/program_offices/healthy_homes/lbp/hudguidelines/)), and Program policies, procedures, and work plans.

If selected, the Firm will be required to provide evidence of the types and levels of insurance carried by the offeror including Professional and/or General Liability, Workers Compensation, and Automobile Insurance.

## PROPOSAL SUBMISSION

**The proposal must be received by 4:00 p.m. on March 22, 2024.** Responses to the RFP that are not received in the RAAC office prior to the time and date specified will be considered late. **LATE RESPONSES WILL NOT BE CONSIDERED.**

Proposals, as well as requests for additional information or clarification (in written, email form only) concerning the RFP, shall be submitted to:

Jennifer Saks

Email: [jennifer.saks@alleghenycounty.us](mailto:jennifer.saks@alleghenycounty.us)

To be considered, a firm shall submit a complete response to this RFP. RAAC encourages quality submittals that are compatible with local rules and regulations. Submittals shall be comprehensive, straightforward, and accurate, and shall contain a concise delineation of the firm's capability to deliver the proposed activities.

The firm shall submit one emailed copy of your response to [Jennifer.saks@alleghenycounty.us](mailto:Jennifer.saks@alleghenycounty.us). Note emails are limited to 25 MB so multiple messages may be required.

It is the Firm's sole responsibility to read and interpret this RFP and the written instructions contained herein.

Questions about the RFP may be submitted, by email only, to Jennifer Saks at [jennifer.saks@alleghenycounty.us](mailto:jennifer.saks@alleghenycounty.us). Any questions must be submitted on or before **March 1, 2024**. Questions and answers will be posted on the bid website on **Friday, March 8, 2024**.

Addenda to the RFP, if issued, will be sent to each party who received copies of the RFP provided that each party that provides contact information to Jennifer Saks at [Jennifer.saks@alleghenycounty.us](mailto:Jennifer.saks@alleghenycounty.us). It is the responsibility of all parties submitting responses to the RFP to make inquiry as to the Addenda issued and to ascertain that all Addenda have been received prior to submitting a Proposal. All such Addenda shall become part of the RFP documents, and all respondents shall be bound by such Addenda, whether or not received by the respondents.

## **PROPOSAL REQUIREMENTS**

In order to facilitate review by RAAC, please submit the proposal in keeping with the following format.

### **1. Letter of Transmittal**

1. Legal name, address, and status of the Firm, along with the names and addresses of the individual principals with authority to legally bind the Firm;
2. Name, title, address, telephone, fax number (optional), and e-mail address of the contact for the Firm;
3. Acknowledgement of receipt of any and all amendments to this RFP;

### **2. Overview of the Firm**

1. A concise description of the Firm including organizational structure, subsidiary companies, identification of principals or parent companies, length of time in business, office locations, number of personnel and workload over the past year;
2. The abilities, qualifications, and experience of all key personnel whom would be assigned to provide the services;
3. Copies of:
  - a) The Firm's certification to perform lead risk assessments
  - b) The Firm's State/EPA certification/license.
  - c) Documentation of successful completion of XRF-manufacturer's training for each individual performing risk assessment services.
  - d) Proof of National Lead Laboratory Accreditation Program (NLLAP) certification for the laboratory utilized by the Firm, or analytical laboratory EPA recognition (e.g., NLLAP or ELLAP), and licensing, if applicable.
  - e) The Firm's radiation safety license or registration issued by the State of Pennsylvania, or the US Nuclear Regulatory Commission.
4. A listing of other contracts under which services similar in scope, size, and/or discipline to the required services were performed over the last three years;

5. A detailed statement of the Firm's understanding of the requirements with a plan giving as much detail as is practical explaining how the requirements will be accomplished and how the work will be performed, refer to "Work Requested" for specific services requested. This statement must include proposed timetables and hours required to accomplish each task. Timetables should also reflect your firm's projected response time to assigned projects for both lead paint inspections/risk assessments and clearance examinations;
6. Other relevant information: this may include management techniques, cost control methods and experience, cost estimating track record and schedule compliance;
7. Please provide 1 sample report with all case-specific information covered or deleted;
8. Please provide 3 professional references;

**3. Completion of the attached Allegheny County CDBG forms:**

1. Department of Economic Development – PL3/PL4 – Award Verification for Prime/Subcontractors & Suppliers
2. Agreement Between Operating Agency/Prime/Subcontractor

**4. Cost Schedule/Estimate**

1. Complete the attached Pricing Sheet. All RFPs must include a per-unit price schedule for both Lead Paint Inspection/Risk Assessments AND Clearance Examinations as well as Healthy Home Assessments. Proposals shall be firm and the rates set forth therein will not be subject to increase by the proposer for a period of at least 180 days from the date of proposal opening. All pricing may be subject to downward negotiation;
2. Complete and return the enclosed forms, including (1) Award Verification for Prime/Subcontractors & Suppliers and (2) Agreement Between Operating Agency/Prime/Subcontractor;
3. Reference any assumptions or exceptions made to establish the pricing provided.

**4. Healthy Home Assessment Testing Firms**

1. Please complete the attached form providing information which 29 hazards as identified in the HHRS you believe will require additional testing. If you believe additional testing is necessary, please specify if your firm is able to complete the testing in-house. If you will need to hire any outside firms to complete any of the testing listed, please provide the name of the firm (s) you would anticipate hiring. Bid pricing should not include any additional testing that is determined necessary.

**EVALUATION CRITERIA**

The following criteria in each proposal will be considered in evaluating firms for potential selection.

**1. Experience**

- Demonstrated experience in performing work and/or services as identified in "Work Requested";

- Demonstrated experience in meeting deadlines and working with quick client turnaround times;
- Evidence of the firm's ability to perform the services, as indicated by profiles of the principals' and staffs' professional and technical competence;
- Demonstrated knowledge of Federal, State, and local code and regulation relative to the work

**2. Qualification of:**

- Project Team Members (including credentials);
- Overall Supervision

**3. Cost Estimate Breakdown**

Completed attached pricing sheet

**4. Minority/Women/Disabled Business Enterprise (M/W/DBE/VOSB) Participation**

RAAC has established a goal of having thirteen percent (13%) MBE participation and two percent (2%) WBE participation for all projects funded by ACED. Proposals should indicate a commitment to meet or exceed RAAC's goals.

RAAC has established a goal of having five percent (5%) participation by Veteran-Owned Small Businesses (VOSBs) in all contracts for goods and services which utilize funds provided by or through the RAAC. Proposals should indicate a commitment to meet or exceed RAAC's goals.

**REVIEW AND SELECTION PROCESS**

RAAC will review all submittals to identify those that in its judgment are most qualified and advantageous for its purposes. The review may include a request for additional information, interviews, and negotiations with submitting Firms. RAAC may also request more detailed project information, including but not limited to conceptual designs, the Firm's financial information, and project pro forma. All such input obtained will be used to determine which submittal is most appropriate for working toward an Agreement that is suitable for all parties.

RAAC intends to make a decision based upon information in the response to the RFP submitted by the firm, investigation of projects and/or programs completed by the firm, performance in previous undertakings, and other pertinent factors. The selected firm will be chosen on the basis of the firm's qualifications, experience, and capabilities to undertake, complete, and manage the project, as well as the cost that is proposed. RAAC will make a determination after reviewing proposals as to whether it will request interviews of candidates.

**RAAC expressly reserves the right, in its sole discretion, to: (1) select a Proposal(s) that best meets the evaluation criteria and is most responsive to RAAC's objectives; (2) accept or reject any and all Proposals, in whole or in part, for any reason or no reason whatsoever; (3) alter, change or modify in any way the selection process or this RFP, at any time and without notice; (4) postpone or cancel the selection process for its own convenience at any time and without notice; (5) waive any defects, irregularities or nonconformities contained in any submitted proposals or responses to this RFP; (6) disregard all non-conforming, non-responsive or conditional proposals or responses to this**

RDP; (7) waive any submission requirements contained within this RFP or otherwise; (8) terminate this RFP at any time, without notice; and/or (9) issue a new RFP with respect to the Properties at any time.

Neither this RFP nor any part or aspect of the selection process shall in any way be deemed to create, constitute an offer for, or constitute an acceptance of an offer for, a binding contract or agreement of any kind between the RAAC and any Firm. If RAAC selects a Firm to provide the services described in this RFP, and RAAC deems said Firm to be capable, experienced and prepared, RAAC may enter into an agreement or agreements with said Firm as deemed appropriate by RAAC in its sole discretion. Response to this RFP indicates the interest of Firms to be considered for such an agreement(s); however, the RAAC shall be under no obligation to enter into any binding agreement or contract with any Firm as a result of this RFP, or as a result of any subsequent negotiations or any other part or aspect of the selection process. RAAC reserves the right to terminate any and all discussions and negotiations with any Firm at any time prior to the execution of a formal, written agreement(s) between RAAC and said Firm. No legal or contractual rights or obligations between RAAC and the Firm will come into existence at any time; and no legal or contractual rights or obligations between RAAC and a Firm will come into existence unless and until a formal, written agreement(s) has been fully executed by both parties. The legal rights and obligations which will come into existence at such time shall be limited to those expressly set forth or incorporated by reference in said Agreement.

## GENERAL CONDITIONS

All proposals, including attachments, supplementary materials, addenda, etc. shall become the property of RAAC and will not be returned.

The firm, by submitting a response to the RFP, waives all rights to protest or seek any legal remedies whatsoever regarding any aspect of the RFP, RAAC's selection of a firm with whom it enters into negotiations, RAAC's rejection of any or all responses, and any subsequent Agreement that might be entered into as a result of the Request for Proposal.

The firm, its employees, contractors, and primary subcontractors will not discriminate against or segregate any person or group of persons on any unlawful basis.

The firm selected will be required to abide by all County, State, and Federal regulations, including but not limited to providing opportunities for M/W/DBE/VOSB contracting, labor compliance, environmental reviews, and other applicable regulations.

## DIVERSITY

RAAC does not discriminate on the basis of race, color, creed, religion, disability, or sexual orientation. Furthermore, minority, women, and disadvantaged business owners are encouraged to pursue business opportunities with RAAC.

For information on the M/W/DBE/VOSB Program, M/W/DBE/VOSB Certification, and How to Obtain Business within Allegheny County, contact the Allegheny County Department of Minority, Women and Disadvantaged Business Enterprise at (412) 350-4309, or review the information on the County of Allegheny web site at: <http://www.county.allegheny.pa.us/mwdbe/>.



**PRICING SHEET**

This pricing sheet **must** be completed for a Firm to be deemed responsive to this RFP. RAAC will evaluate Proposals received based partly on the pricing provided.

<b>Inspection/Risk Assessment Basic Service</b>	<b>Price/Unit</b>
LIRA of Standard Home (less than or equal to 200 XRF readings), including report	
LIRA of Large Home (greater than 200 XRF readings), including report	
Cost for each dust wipe sample (standard turnaround time)	
Cost per soil sample (standard turnaround time)	
Cost for water testing (special request)	
LIRA Reassessment or Site Visit requested by RAAC for additional testing (includes visit XRF, dust & soil sampling, and revised report) Note: Firm may not charge for a second visit to complete a partially completed LIRA.	
<b>Lead Clearance Based Service</b>	<b>Price/Unit</b>
Clearance Examination Site Visit with Report	
Additional Site Visit (After Failure) with Results Incorporated into Report	
Cost for each dust wipe sample RUSH (Same day if taken before 10am, results by end of following business day if taken after 10am)	
Cost for each dust wipe sample standard turnaround (results within 3 business days)	
<b>Healthy Home Assessment</b>	<b>Price/Unit</b>
Healthy Home Assessment with Report conducted at same time as LIRA	
Healthy Home Assessment with Report conducted at different time than LIRA	
Healthy Homes Re-Inspection, including site visit and report	
<b>Additional Testing</b>	<b>Price/Unit</b>
Radon Testing – Site Visit and Report	
Asbestos Testing – Site visit and Report	
Asbestos Testing – additional samples	

Mold Testing – Site Visit and Report	
Mold Testing – additional samples	

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

**HEALTHY HOME ASSESSMENT TESTING FIRMS**

Please complete the spreadsheet below which lists all 29 hazards as identified in the Healthy Home Rating System. Please confirm whether or not your Firm is able to rate these hazards yourselves, or if you anticipate you will need to hire additional firms to complete the rating/testing. Please provide the name(s) of any firms you anticipate hiring for the testing listed below. You may list more than one firm for each category.

Hazards to be rated	Additional testing required?	Able to complete in-house?	Name of firms you anticipate hiring
1. Damp and Mold growth			
2. Excess cold			
3. Excess heat			
4. Asbestos, Silica, and other MMF			
5. Biocides			
6. Carbon monoxide and fuel combustion products			
7. Lead			
8. Radiation			
9. Uncombusted fuel gas			
10. Volatile Organic Compounds			
11. Crowding and Space			
12. Entry by Intruders			

13. Lighting			
14. Noise			
15. Domestic Hygiene, Pests, and Refuse			
16. Food Safety			
17. Personal Hygiene, Sanitation and Drainage			
18. Water Supply			
19. Falls associated with Baths, etc.			
20. Falls on Level Surfaces, etc.			
21. Falling on Stairs, etc.			
22. Falling between levels			
23. Electrical Hazards			
24. Fire			
25. Flames, Hot Surfaces, etc.			
26. Collision and Entrapment			
27. Explosions			
28. Position and Operability of Amenities, etc.			
29. Structural Collapse and Falling Elements			

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

### AWARD VERIFICATION FOR PRIME/ SUBCONTRACTORS- PL3/PL4

THIS FORM MUST BE COMPLETED, SIGNED, AND SUBMITTED FOR ALL CONTRACTORS USED ON THE JOB.  
ALL INFORMATION MUST BE FILLED IN COMPLETELY OR FORM MUST BE RESUBMITTED.

(Check One)

**PL3- Award Notice for Prime Contractor** \_\_\_\_\_

**PL4- Award Notice for Subcontractor** \_\_\_\_\_

**To be filled out by Prime/ Subcontractor:**

Company Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number ( ) \_\_\_\_\_ Email \_\_\_\_\_ IRS ID # \_\_\_\_\_

DUNS # \_\_\_\_\_ CAGE # \_\_\_\_\_ CAGE Expiration \_\_\_\_\_

Is Company: MBE: Yes \_\_\_ No \_\_\_ WBE: Yes \_\_\_ No \_\_\_ DBE: Yes \_\_\_ No \_\_\_ VOSB: Yes \_\_\_ No \_\_\_

If your company is a MBE/ WBE/ DBE/ VOSB Company? Is it certified with Allegheny County's Office of Minority & Women Business? Yes \_\_\_ No \_\_\_ Certification # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Are you certified under the PAUCP? (PA Unified Certification Program) Yes \_\_\_ No \_\_\_ If yes, Certification # \_\_\_\_\_ Expiration Date \_\_\_\_\_ Other Certification? (type, #, expiration date) \_\_\_\_\_

**RACIAL / ETHNIC CODES:**

1. White American \_\_\_ 2. Black American \_\_\_ 3. Native American \_\_\_ 4. Hispanic American \_\_\_

5. Asian/Pacific American \_\_\_ 6. Hasidic Jews \_\_\_

Company Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**THIS PORTION IS TO BE COMPLETED BY OPERATING AGENCY ONLY:**

Project # \_\_\_\_\_ Total Project Contract Award Amount \$ \_\_\_\_\_

Project Name: \_\_\_\_\_ Project Location: \_\_\_\_\_

Date Contract Awarded to Contractor Above: \_\_\_\_\_ Above Contractor Contract Amount: \$ \_\_\_\_\_

Above Contractor CDBG Contract Amount \$ \_\_\_\_\_

Above Contractor HOME Contract Amount \$ \_\_\_\_\_

Above Contractor ESG Contract Amount \$ \_\_\_\_\_

Agency Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_

**AGENCY > PRIME CONTRACTOR / SUBCONTRACTOR VERIFICATION**

THIS FORM MUST BE SUBMITTED FOR EVERY PRIME / SUBCONTRACTOR HIRED FOR THIS FEDERALLY-FUNDED PROJECT AND SUBMITTED TO THE AGENCY. THIS FORM IS TO BE SUBMITTED 10 DAYS AFTER CONTRACT IS AWARDED.

Project #: \_\_\_\_\_

(Agency/Prime/Subcontractor Legal Name) \_\_\_\_\_ has an agreement with

(Prime/Subcontractor Legal Name) \_\_\_\_\_ to work on the

(Project Name) \_\_\_\_\_ located in the area of \_\_\_\_\_, PA.

If awarded the contract, the above Agency/Prime Contractor/Subcontractor intends to have a written, binding contract with the above Prime Contractor or Subcontractor to perform the following work:

**(Provide Brief Description of the Type of Work Agreed Upon)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The contract dollar amount as specified in the written agreement is \$ \_\_\_\_\_.

The portion of the above to be reimbursed/paid with Federal funds is \$ \_\_\_\_\_.

Agency's Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agency's Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Prime Contractor's Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Prime Contractor's Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Subcontractor's Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Subcontractor's Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_