

LONG ISLAND REGIONAL PLANNING COUNCIL

Request for Proposals

Community Based Social Marketing Campaign
to Reduce Fertilizer Use on Long Island

Due: October 30, 2026

A project of the Long Island Regional Planning Council in partnership with the
New York State Department of Environmental Conservation

REQUEST FOR PROPOSALS (RFP)

Community-Based Social Marketing Campaign to Reduce Fertilizer Use on Long Island

AGENCY

Long Island Regional Planning Council (LIRPC)
1864 Muttontown Road
Syosset, NY 11791
Phone: (516) 571-7613

PROJECT NAME

Community-Based Social Marketing Campaign for Fertilizer Reduction on Long Island

ISSUE DATE: September 21, 2020

PROPOSAL DUE DATE: October 30, 2020

PROJECT OVERVIEW

The Long Island Regional Planning Council (LIRPC), in partnership with the New York State Department of Environmental Conservation (DEC) is seeking proposals from qualified firms to develop and implement a Community-Based Social Marketing Campaign (CBSMC) focused on reducing residential fertilizer use on Long Island.

The contractor shall perform the tasks outlined in the scope of services as a consultant to the LIRPC to ensure the timely and satisfactory completion of the project. The LIRPC will utilize a best value selection process to ensure optimal quality, cost and efficiency among the responsive and responsible firms.

BACKGROUND

In response to Long Island's nitrogen pollution problem, the Long Island Nitrogen Action Plan (LINAP) was launched in 2015. LINAP is a multiyear initiative to reduce the amount of nitrogen entering Long Island's groundwater and surface waters from wastewater,

stormwater runoff, and fertilizers. LINAP is led by the New York State Department of Environmental Conservation (DEC) and the Long Island Regional Planning Council (LIRPC), along with Nassau and Suffolk counties, with input from numerous regional partners and stakeholders. After ten years of success, LINAP has been absorbed by the DEC's Long Island Watershed Program, which takes a more holistic, watershed-level approach to protecting Long Island's water resources.

Nitrogen pollution is one of the leading causes of water quality degradation across Long Island. Excess nitrogen contributes to harmful algal blooms, low oxygen conditions, fish kills, degradation of wetlands and marine habitats, and contamination of Long Island's sole source aquifer. Residential lawn fertilizer use remains a significant contributor to this problem. Despite the negative impacts of fertilizer on water quality, many homeowners continue to cultivate heavily fertilized lawns, often driven by a desire for a lush, green lawn.

In 2025, the Siena Research Institute (SRI) conducted a [survey of Long Island homeowners](#) on behalf of the LIRPC and DEC to better understand public attitudes, motivations, and behaviors related to lawn fertilizer use. The findings revealed that while 76% of Long Island homeowners recognize the potential environmental harm that can come from improper fertilizer use, 65% continue to use fertilizer and only 24% engage in five or more environmentally protective fertilizer behaviors. More than 90% of the respondents in the poll stated their belief that attractive green lawns enhance their property's value and 85% stated having a well-maintained lawn is personally important to them.

The findings demonstrate the need for a targeted, behavior-focused, community-based social marketing campaign. The presence of three distinct groups—the “Ready to Act,” the “Need More Information,” and the “Prioritizes Other Concerns”—necessitates a nuanced communication strategy. A single message will not resonate with all residents equally. Therefore, outreach must be tailored to address the specific attitudes and knowledge levels of these three groups. Additionally, there is a near-even split of homeowners who fertilize their lawns themselves, and those who hire a professional. The challenge lies in providing a clear pathway for residents to achieve their goal of a beautiful lawn, while also acting on their environmental concerns in an informed way. The SRI report shall be used to inform the campaign strategy, messaging development, audience segmentation, outreach tactics, and evaluation metrics.

Funding for the development and implementation of this CBSMC is provided through the Long Island Sound Partnership. Accordingly, the campaign activities shall be targeted to communities within the Long Island Sound watershed in Nassau and Suffolk Counties.

PROJECT PURPOSE

The purpose of this project is to design and implement a comprehensive Community-Based Social Marketing (CBSM) Campaign that encourages Long Island homeowners to adopt environmentally responsible lawn care practices and reduce unnecessary fertilizer use.

The campaign should focus on measurable behavior change and should utilize proven CBSM methodologies.

SCOPE OF SERVICES

The selected consultant shall complete, at minimum, the following tasks:

TASK 1: PROJECT INITIATION AND REVIEW OF EXISTING MATERIALS AND CAMPAIGNS

- Conduct kickoff meetings with LIRPC and DEC.
- Review and analyze the 2025 SRI fertilizer use survey report;
- Review and analyze existing fertilizer reduction marketing campaigns and tools in existence to mitigate overuse of fertilizer. For example:
 - Niantic Connecticut CBSM Campaign: [Healthy Lawns, Healthy River – Niantic River Watershed Committee](#)
 - The Long Island Sound Lawn Fertilization Outreach Targeting GIS Tool that integrates predictions of household fertilizer use with nitrogen loading to estimate the potential for reducing nitrogen delivery to the Long Island Sound through behavior-change campaigns.
- Identify barriers, motivators, and opportunities for behavior change for key audience segments, including the optimal timing for campaign launch.

Deliverables

- Project work plan and schedule;
- A summary documenting existing marketing campaigns and tools;
- Existing conditions and audience assessment. Including identification of barriers, motivators, and opportunities for behavior change.
- Meetings with LIRPC and DEC as needed.

TASK 2: COMMUNITY-BASED SOCIAL MARKETING STRATEGY DEVELOPMENT

Develop a comprehensive CBSM strategy that includes:

- Target audience segmentation;

- Identification of priority behavior(s);
- Barrier and benefit analysis;
- Recommended behavior change tools and interventions;
- Community Stakeholder engagement plan;
- Messaging framework and communications strategy.

The strategies should address both:

- Homeowners who fertilize lawns themselves (“DIYers”); and
- Homeowners who utilize lawn care professionals.

Outreach tools and materials should be tailored to effectively engage key audiences, including but not limited to:

- Garden centers and home improvement stores;
- Lawn care companies;
- Homeowner associations;
- Schools and youth engagement opportunities;
- Municipalities, environmental groups, and protection committees.

Deliverables

- Monthly progress updates with LIRPC and DEC
- Draft CBSM Strategy Report;
- Final CBSM Strategy Report.

TASK 3: CAMPAIGN DEVELOPMENT, OUTREACH, AND IMPLEMENTATION

Develop and implement a coordinated CBSMC that includes branding, messaging, educational materials, outreach strategies, and public engagement initiatives which may include some of the following elements:

- Campaign name, slogan and logo;
- Social media assets and digital advertisements;
- Educational videos;
- Print materials and information handouts;

- Point-of-sale displays;
- Outreach toolkits;
- Door-to-door outreach;
- Public workshops, community events, and stakeholder engagement initiatives;
- Partnerships with municipalities, environmental organizations, community groups, lawn care professionals, and retailers;
- Student and youth engagement initiatives; and
- Recognition or certification programs promoting environmentally responsible lawn care practices.

Campaign messaging should emphasize:

- Healthy, visually pleasing lawns and environmental stewardship are compatible;
- Over-fertilization harms Long Island's waters;
- Simple lawn care changes can significantly reduce pollution.

Deliverables:

- Draft campaign branding, messaging, and outreach materials;
- Final approved campaign materials;
Outreach implementation plan;
- Execution of Campaign;
- Monthly progress updates with LIRPC and DEC;
- Documentation of campaign activities and outreach metrics.

TASK 4: MONITORING AND EVALUATION

Develop and implement metrics to evaluate campaign effectiveness and behavioral outcomes. Evaluation measures may include:

- pre- and post-campaign assessments.
- reach and engagement metrics;
- participation levels;

- changes in awareness and attitudes;
- reductions in fertilizer usage behaviors;
- stakeholder participation.

Deliverables

- Evaluation framework;
- Mid-project evaluation report;
- Final project report including recommendations for future implementation.

CONSULTANT QUALIFICATIONS

The LIRPC is seeking firms with demonstrated experience in Community-Based Social Marketing, environmental outreach and communications, public behavior-change campaigns, and strategic engagement initiatives.

The selected consultant should demonstrate strong capabilities in public outreach strategy, communications design, stakeholder engagement, audience research, and campaign evaluation. Experience working with local governments, nonprofit organizations, or regional environmental initiatives is also desirable.

PROPOSAL REQUIREMENTS

Interested parties should submit a proposal that includes the following elements:

1. Completed Attachment A
2. Business History Form
3. Project Understanding
 - A clear understanding of the project and its objectives.
4. Scope of Services
 - A detailed scope of services, technical approach, and description of deliverables.
5. Methodology
 - A description of the proposed methodology
6. Firm/Team Qualifications

- Company overview, including relevant experience with similar projects with specific emphasis on knowledge, expertise, and/or prior work on Long Island.
- Information on project personnel, including resumes, their role in the project, and the qualifications of key staff (e.g., education, professional licenses, affiliations, number of years of relevant experience).

7. Project Schedule

- A timeline identifying key milestones, with all deliverables completed no later than **August 31, 2028**.

8. Cost Proposal

- A detailed cost proposal, including a budget breakdown for the project.
- Proposed billing processes (e.g., progress payments, milestone-based payments, weekly/monthly billing) and methodology (e.g., time and materials, flat fee, capped, not-to-exceed).
- Billing rates for team members by level and/or experience.
- Detailed description of all costs associated with the project, including any specific costs or out-of-scope items.

Proposals shall be submitted electronically in PDF format to:

**Elizabeth Cole, Deputy Executive Director
Long Island Regional Planning Council
Ecole@lirpc.org**

Late submissions may not be considered.

EVALUATION CRITERIA

Proposals will be evaluated based on the consultant's understanding of the project goals, experience with similar projects, quality and creativity of the proposed approach, qualifications of project personnel, demonstrated ability to successfully manage comparable initiatives, and overall cost effectiveness.

Selection Committee: A Selection Committee will be formed and made up of staff and advisors to the Long Island Regional Planning Council (LIRPC), and individuals with technical knowledge relevant to the project. Proposals will be provided to each Selection Committee member for review.

Review and Ranking: Members of the Selection Committee shall independently rank the proposals based on the following criteria: 1) project understanding, 2) work plan and technical approach, 3) experience and related projects, and 4) project personnel. The top-ranked proposers will be contacted for an interview.

Following the interview, the Selection Committee will rank the interviewed proposers by considering all submitted material plus interview results and proposed cost and will make a final recommendation to the LIRPC. The LIRPC will select an awardee and send a notice to all proposers regarding the results of the selection process.

PROJECT TIMELINE:

RFP Release	September 14, 2026
Questions Due	No later than October 23, 2026
Responses to Questions Issued	Within 5 business days of inquiry
Proposal Submission Deadline	October 30, 2026

Amendments, Inquiry Responses, and Contact with the LIRPC

Requests for information pertinent to the preparation and submission of proposals and the procurement process are to be emailed to: Elizabeth Cole, Deputy Executive Director, ecole@lirpc.org no later than **October 23, 2026**.

Amendments and responses to questions will be posted on the LIRPC website within five business days of receipt of the inquiry.

No other contact with the LIRPC concerning this RFP is permitted until an award (or awards) has (have) been made. Violation of this provision may result in immediate disqualification.

Persons or firms obtaining the RFP documents from sources other than the LIRPC are solely responsible for obtaining any amendments, addenda, and responses to questions regarding the RFP.

LIRPC is under no obligation to respond to any question, inquiry or assertion that is not received in writing. Violation of these provisions may result in immediate disqualification. Proposers will submit all proposals and direct responses, questions and any other

communications to the following authorized contact person: Elizabeth Cole, Deputy Executive Director at ecole@lirpc.org

To be considered, proposals and all attachments must be received by the submission contact person, on or before **October 30, 2026**. Amendments to proposals shall be allowed only if the amendment is received prior to the response deadline. No amendment or change shall be accepted after the response deadline.

CONTRACT TERMS AND CONDITIONS

Contract Negotiations

The LIRPC reserves the right to negotiate the terms and conditions of the contract with the selected firm including all aspects of the proposed services and fees. The contract will be in a form approved by legal counsel for the LIRPC. Neither the selection of a contractor nor the negotiation of the contract with such contractor(s) shall constitute the LIRPC's acceptance of the proposal or a binding commitment on behalf of the LIRPC to enter into a contract with such contractor(s), as any binding arrangement must be set forth in the contract signed by both parties and is subject to all requisite approvals. This RFP and the proposal, or any part thereof, may be incorporated into and made a part of the contract. The contract may contain provisions not contained herein.

Should the LIRPC be unsuccessful in securing a contract with the selected proposer, it may enter into contract negotiations with the second ranked qualified proposer which represents the best value to the LIRPC, and subsequently the third and so on if it is deemed necessary and in the best interest of the project and the LIRPC.

Insurance

The successful contractor agrees to procure and maintain at its own expense and without expense to the LIRPC until final acceptance by the LIRPC of the services covered by this contract, insurance of the kinds and amounts hereinafter provided by insurance companies licensed to do business in the State of New York, covering all operations under this contract. The successful contractor shall require that any subcontractors hired carry insurance with the same limits and provisions as provided herein.

Upon execution of this contract, the successful contractor shall furnish the LIRPC with certificates, in a form satisfactory to the LIRPC, showing that it has complied with the insurance requirements detailed herein. The certificates shall provide that the policies shall not be changed or canceled until 30 days written notice has been given to the LIRPC. The endorsements page shall be provided to the LIRPC and shall list the LIRPC, Nassau County, and Suffolk County as an additional insured except with respect to Worker's Compensation and Disability coverage, and the Professional Liability Insurance. This contract shall be void and of no effect unless the successful contractor procures the

required insurance policies and maintains them until the LIRPC has given final acceptance of the work. The kinds and amounts of insurance required are as follows:

Workers Compensation and Disability Insurance

The successful contractor shall maintain an insurance policy in accordance with the provisions of the Worker's Compensation Law, Employers Liability, and Disability Benefits. The only forms which are accepted as proof of Workers' Compensation and Disability Benefits Insurance are listed in the tables below. An ACORD form is not an acceptable proof of Workers' Compensation Insurance coverage.

All the required forms, except CE-200, SI-12 and DB-155 must name: The Long Island Regional Planning Council, 1864 Muttontown Road, Syosset, NY 11791, as the *Entity Requesting Proof of Coverage* (Entity being listed as the Certificate Holder). Additional information can be obtained at the Worker's Compensation website:

<http://www.wcb.ny.gov/content/main/Employers/Employers.jsp>

FORM #	WORKERS' COMPENSATION INSURANCE FORM TITLE
C-105.2	Certificate of Workers' Compensation Insurance
CE-200	Certificate of Attestation of Exemption – (no employees)
U-26.3	State Insurance Fund Version of the C-105.2 form
SI-12	Certificate of Workers' Compensation Self-Insurance
GSI-105.2	Certificate of Participation in Workers' Comp Group Self-Insurance

FORM #	DISABILITY BENEFIT INSURANCE FORM TITLE
DB-120.1	Certificate of Disability Benefit Insurance
DB-155	Certificate of Disability Benefit Self-Insurance
CE-200	Certificate of Attestation of Exemption – (no employees)

General Liability Insurance

The successful contractor shall maintain a *Commercial General Liability Insurance* policy with a limit of not less than \$2,000,000 for each occurrence. Such insurance shall cover liability arising from premises operations, independent contractors, products-completed operations, broad form property damage, personal and advertising injury, cross liability assumed in a contract (including tort liability of another assumed in a contract).

Professional Liability Insurance

The successful contractor shall maintain a *Professional Liability Insurance (i.e., Errors and Omissions)* policy with a limit of \$1,000,000 per occurrence. Such insurance coverage shall cover liability arising from failure to perform the services required for this contract, financial loss caused by such failure, and errors or omissions in the services provided.

Automobile Insurance

The successful contractor shall maintain a *Comprehensive Business Automobile Liability Insurance* policy with a limit of not less than \$1,000,000 for each accident. Such insurance shall cover liability arising out of any automobile including owned, leased, hired and non-owned automobiles.

Suspension or Termination of Contract

The LIRPC shall have the right to postpone, suspend, abandon, or terminate its contract for this project at its discretion, for any or no reason upon thirty days' notice, or for cause immediately due to lack of project funds, due to irresponsibility of the contractor, due to breach of contract, or unsatisfactory performance by the contractor or criminal conviction of its principals. Such actions by the LIRPC shall in no event be deemed a breach of contract by the LIRPC. In any of these events, the LIRPC shall make settlement with the contractor upon an equitable basis as determined by the LIRPC, which shall fix the value of the work which was performed by the contractor prior to the postponement, suspension, abandonment, or termination of the contract.

Suspension of Work for Non-Responsibility

The contractor shall at all times during the contract term remain responsible. The contractor agrees, if requested by the LIRPC, to present evidence of its continuing legal authority to do business in New York State, its integrity, experience, ability, prior performance, and organizational and financial capacity.

The LIRPC, in its sole discretion, reserves the right to suspend any or all activities under the contract, at any time, when it discovers information that calls into question the responsibility of the contractor. In the event of such suspension, the contractor will be given written notice outlining the particulars of such suspension. Upon issuance of such notice, the contractor must comply with the terms of the suspension order. Contract activity may resume when the LIRPC issues a written notice authorizing a resumption of performance under the contract.

Termination at Discretion of LIRPC

If the termination is for the convenience of the LIRPC and is not brought about because of unsatisfactory performance on the part of the contractor, the LIRPC shall consider the following in determining the value of the work performed:

- The ratio of the amount of work performed by the contractor prior to the termination of the contract to the total amount of work contemplated by this contract.
- The amount of the expense to which the contractor was put in performing the work prior to the termination, in proportion to the amount of expense to which the contractor would have been put had it been allowed to complete the total work contemplated by the contract.

In determining the value of the work performed by the contractor prior to the termination, no consideration will be given to profit which the contractor might have made on the uncompleted portion of the work.

Termination due to Unsatisfactory Performance by Contractor

If the termination is brought about as a result of unsatisfactory performance on the part of the contractor, the value of the work performed by the contractor prior to the termination shall be fixed solely on the ratio of the amount of such work to the total amount of work contemplated by this contract.

Termination due to Contractor Breach of Contract

If the LIRPC determines that the contractor has breached a material term of this contract, it shall issue a written notice, providing the contractor with 10 days to correct the defect. If the contractor fails to correct the defect within this time or fails to make a good faith effort to do so as determined by the LIRPC, the LIRPC may terminate this contract for cause.

Termination due to Contractor Criminal Conviction

The contract shall also provide that in the event the proposer or any of its principals are convicted of a misdemeanor or felony during the term of the agreement, that the LIRPC shall have the right to terminate the agreement.

Ownership of Project Products

Project documents shall at all times be the property of the LIRPC. If the contract is terminated for any reason, the documents and data pertaining to the work on the project

shall be deliverable to the LIRPC within 10 calendar days after the receipt of notice of such termination by the contractor or such time as is reasonable thereafter.

Sub-Contracting

The contractor shall not enter into any subcontract agreement under the contract without the advance written approval of the LIRPC.

Minority and Woman Owned Business Enterprises

The LIRPC is committed to making a good faith effort to adhere to New York State Executive Law Article 15-A. These requirements include equal employment opportunities for minority group members and women and contracting opportunities for certified minority- and women-owned business enterprises.

Indemnification of LIRPC

The contractor shall be responsible for all damage to life and property due to activities of the contractor, agents, or employees, in connection with its services under the contract. This obligation is in no way limited by the enumeration of insurance coverage hereunder. Further, it is expressly understood that the contractor shall indemnify and hold harmless the LIRPC, Nassau County, Suffolk County and their respective officers, employees, agents and assigns. Nothing in this RFP or in the contract shall create or give to third parties any claim or right of action against the contractor or the LIRPC such as may legally exist irrespective of this RFP or the contract.

Project Management and Technical Oversight

Overall project management will be provided by the LIRPC.

Attachment A

Business History Form

The contract shall be awarded to the responsible proposer who, at the discretion of the LIRPC, taking into consideration the reliability of the proposer and the capacity of the proposer to perform the services required by the LIRPC, offers the best value to the LIRPC and who will best promote the public interest. In addition to the submission of proposals, each proposer shall complete and submit this questionnaire. The questionnaire shall be filled out by the owner of a sole proprietorship or by an authorized representative of the firm, corporation or partnership submitting the proposal.

Use additional space if necessary to fully answer the following questions:

Date: _____

1) Proposer's (Business') Legal Name: _____

2) Address of Business: _____

List all other business addresses used within last five years:

3) Mailing Address (if different): _____

4) Phone: _____

5) Federal Tax I.D. Number or Social Security Number: _____

6) Dun and Bradstreet Number: _____

7) The proposer is a (check one):

Sole Proprietorship _____ Partnership _____ Corporation _____ Other _____

8) Does this business share office space, staff, equipment or expenses with any other business? Yes _____ No _____

If Yes, please provide details: _____

9) Does this business control one or more other businesses? Yes _____ No _____

If Yes, please provide details: _____

- 10) Does this business have one or more affiliates, and/or is it a subsidiary of, or controlled by, any other business? Yes _____ No _____

If Yes, provide details. _____

- 11) Has the proposer ever had a bond or surety cancelled or forfeited, or a contract with LIRPC or any other government entity terminated? Yes _____ No _____

If Yes, state the name of bonding agency, (if a bond), date, amount of bond and reason for such cancellation or forfeiture: or details regarding the termination (if a contract).

- 12) Has the proposer, during the past seven years, been declared bankrupt? Yes ____ No ____

If Yes, state date, court jurisdiction, amount of liabilities and amount of assets: _____

- 13) In the past five years, has this business and/or any of its owners and/or officers and/or any affiliated business, been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency? And/or, in the past five years, have any owner and/or officer of any affiliated business been the subject of a criminal investigation and/or a civil anti-trust investigation by any federal, state or local prosecuting or investigative agency, where such investigation was related to activities performed at, for, or on behalf of an affiliated business. Yes ____ No ____

If Yes, provide details for each such investigation: _____

- 14) In the past 5 years, has this business and/or any of its owners and/or officers and/or any affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies? And/or, in the past five years, has any owner and/or officer of an affiliated business been the subject of an investigation by any government agency, including but not limited to federal, state and local regulatory agencies, for matters pertaining to that individual's position at or relationship to an affiliated business. Yes ____ No ____

If Yes, provide details for each such investigation: _____

- 15) Has any current or former director, owner or officer or managerial employee of this business had, either before or during such person's employment, or since such employment if the charges pertained to events that allegedly occurred during the time of employment by the submitting business, and allegedly related to the conduct of that business:

a) Any felony charge pending? Yes _____ No _____

If Yes, provide details for each such charge. _____

b) Any misdemeanor charge pending? Yes _____ No _____

If Yes, provide details for each such charge. _____

c) In the past 10 years, been convicted, after trial or by plea, of any felony and/or any other crime, an element of which relates to truthfulness or the underlying facts of which related to the conduct of business? Yes _____ No _____

If Yes, provide details for each such conviction. _____

d) In the past 5 years, been convicted, after trial or by plea, of a misdemeanor? Yes _____ No _____

If Yes, provide details for each such conviction. _____

e) In the past five years, been found in violation of any administrative, statutory, or regulatory provisions? Yes _____ No _____

If Yes, provide details for each such occurrence: _____

- 16) In the past five years, has this business or any of its owners or officers, or any other affiliated business had any sanction imposed as a result of judicial or administrative proceedings with respect to any professional license held? Yes _____ No _____

If Yes, provide details for each such instance: _____

- 17) For the past five tax years, has this business failed to file any required tax returns or failed to pay any applicable federal, state or local taxes or other assessed charges, including but not limited to water and sewer charges? Yes ___ No ___

If Yes, provide details for each such year: _____

18) Conflict of Interest:

a) Please disclose:

(i) Any material financial relationships that your firm or any firm employee has that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of the LIRPC.

(ii) Any family relationship that any employee of your firm has with any LIRPC member or officer that may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of the LIRPC.

(iii) Any other matter that your firm believes may create a conflict of interest or the appearance of a conflict of interest in acting on behalf of the LIRPC.

b) Please describe any procedures your firm has, or would adopt, to assure the LIRPC that a conflict of interest would not exist for your firm in the future.

19) Proposers must include the following additional business information on a separate sheet(s):

- a. Business name, address, and date of formation;
- b. Names and positions of all officers and directors;
- c. State and date of incorporation (if applicable);
- d. Number of employees;
- e. Annual revenue;
- f. Copies of all relevant state and local licenses and permits.

20) Proposers may also provide any additional and appropriate information which would be helpful in determining the proposer's reliability and capacity to perform the services requested in this RFP.

CERTIFICATION

A MATERIALLY FALSE STATEMENT WILLFULLY OR FRAUDULENTLY MADE IN CONNECTION WITH THIS QUESTIONNAIRE MAY RESULT IN RENDERING THE SUBMITTING BUSINESS ENTITY NOT RESPONSIBLE WITH RESPECT TO THE PRESENT BID OR FUTURE BIDS, AND, IN ADDITION, MAY SUBJECT THE PERSON MAKING THE FALSE STATEMENT TO CRIMINAL CHARGES.

I, _____, being duly sworn, state that I have read and understand all the items contained in the foregoing pages of this questionnaire and the following pages of attachments; that I supplied full and complete answers to each item therein to the best of my knowledge, information and belief; that I will notify the LIRPC in writing of any change in circumstances occurring after the submission of this questionnaire and before the execution of the contract; and that all information supplied by me is true to the best of my knowledge, information and belief. I understand that the LIRPC will rely on the information supplied in this questionnaire as additional inducement to enter into a contract with the submitting business (proposer).

Name of submitting business: _____

By: _____

Print name

Signature

Title

Sworn to before me this _____ day of _____ 2020

Notary Public