NEW RIVER/MOUNT ROGERS WORKFORCE DEVELOPMENT AREA CONSORTIUM BOARD

CULTIVATING TALENT FOR THE REGION

Regional Workforce Collaboration and Capacity Building

Request for Proposals

Issued by the New River/Mount Rogers Workforce Development Area Consortium Board, with procurement administration by the New River/Mount Rogers Workforce Development Board.

The Consortium seeks one contractor to provide regional collaboration assessment, facilitation, technical assistance, peer learning, and practical documentation for a five-board workforce partnership serving 33 Appalachian Virginia counties and cities. The procurement will use competitive negotiation for nonprofessional services under Virginia Code §2.2-4302.2 and applicable federal procurement requirements.

Milestone	Date and time
RFP release	October 20, 2026
Written questions due	October 26, 2026, 12:00 p.m. Eastern Time
Written answers and addenda targeted	October 28, 2026
Proposals due	November 3, 2026, 3:00 p.m. Eastern Time
Evaluation and negotiations	Beginning November 4, 2026; subject to required approvals
Service commencement	Target November 9, 2026; only after execution and written authorization

Submission and sole contact

Submit a PDF proposal by email to Jenny Bolte, Executive Director, at jenny.bolte@nrmrworks.org. Use the subject line “RFP NRMR Collaboration 2026 — [Offeror name]”. Email submission is the required method, including for vendors who locate this opportunity on eVA. Do not submit a separate eVA response unless a written addendum changes these instructions. Telephone contact for delivery or accessibility assistance: 540-838-9400.

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Contract Period and Funding

The contract will begin upon execution and issuance of written authorization to proceed and continue through September 30, 2029. The planning budget is $100,000 per project year, with a maximum total contract value of $300,000. Offerors shall propose competitive all-inclusive fixed prices; prices below these budget limits are acceptable.

Continuation of services and funding for subsequent years is contingent upon the availability of sufficient funds provided by the U.S. Department of Labor, Employment and Training Administration (DOL/ETA), satisfactory contractor performance, and compliance with applicable federal award requirements and contract terms.

The Consortium Board will authorize funding in writing. The maximum potential contract value does not constitute an obligation of funds beyond the amount currently authorized. The initial authorization will not exceed $100,000. Additional funding requires written authorization identifying the amount and services covered. If sufficient funding is unavailable, the Consortium Board may reduce the scope or terminate the agreement in accordance with its terms. Authorized services satisfactorily performed remain payable within the funded limit.

There is no mandatory preproposal meeting. Organize responses using the seven narrative sections in Section 3. Existing proposals and component budgets may be submitted with only necessary additions; a different layout is acceptable when the required information is easy to locate. No vendor is preselected.

Federal Funding Disclosure. This solicitation supports *Appalachian Advancement: Building Career Mobility and Talent Pipelines*, a three-year project with an approved federal project budget of $7,994,951 under the Workforce Opportunity for Rural Communities initiative of the U.S. Department of Labor, Employment and Training Administration (DOL/ETA). DOL/ETA has initially obligated $2,000,000; additional funding is contingent upon subsequent federal funding actions. The approved project budget is financed 100 percent with federal funds, with $0 (0 percent) financed by nongovernmental sources. Separately leveraged resources are excluded from these amounts.

For consistent work plans and price comparisons, Project Year 1 covers authorization through September 30, 2027; Project Year 2 covers October 1, 2027–September 30, 2028; and Project Year 3 covers October 1, 2028–September 30, 2029. These are planning and pricing periods within one contract, not optional renewal terms. Price the specified Year 1 scope for the actual anticipated start; do not assume services began October 1, 2026.

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1 Project setting and service responsibilities

The regional partnership includes the New River/Mount Rogers, Southwest Virginia, Greater Roanoke, Shenandoah Valley, and West Piedmont Workforce Development Boards. The service area spans Local Workforce Development Areas 1, 2, 3, 4, and 10. Services will improve cross-board coordination, employer-services collaboration, organizational learning, and the sustainability of regional workforce partnerships.

The NRMRWDB Executive Director will be the contract manager and principal project contact. No dedicated regional project manager is assumed for Project Year 1. The Director of Programs and Compliance manages the participant-training component. The contractor will coordinate with these staff and designated partner contacts.

Contractor role

Provide a coherent assessment and facilitation approach, adequately qualified personnel, preparation and follow-up, accessible materials, data analysis, and the deliverables below. Propose staffing sufficient for the activities; one person may perform more than one role. Methods and tools may be the offeror's own. No particular branded model, proprietary tool, existing relationship, or previous involvement in this initiative is required.

The Boards retain grant administration, fiscal management, participant services, employer relationships, program decisions, and responsibility for grant outcomes. This purchase does not delegate those responsibilities or require the contractor to perform the separately planned labor-market research, participant-outcome evaluation, or economic-impact analysis.

Component 1 Project coordination technical assistance and strategic guidance

Within 30 days of authorization, facilitate one virtual orientation and one in-person kickoff workshop in Radford, Virginia, planned for three hours. Establish roles, a work plan, communications, milestones, and initial priorities. Facilitate one approximately one-hour virtual coordination meeting each month of active contract performance, with an agenda and action summary. Provide reasonable ongoing consultation by telephone, email, and virtual meetings related to this scope; identify the proposed availability and effort allowance in the proposal. Additional services beyond the agreed allowance require a written change.

Component 2 Collaboration assessment reflection and learning

For Project Year 1, design and administer a baseline collaboration and capacity survey and conduct approximately 35 remote key-informant interviews, with geographic and role diversity across the five Boards. For pricing, assume up to 150 survey invitations and interviews of approximately one hour each. The Boards will approve the invitation list and instrument. These are planning assumptions, not a guarantee of responses or attendance. Describe recruitment, reminders, consent, confidentiality, and analysis.

Deliver the survey instrument, an aggregate findings report, deidentified interview themes, and an integrated baseline assessment with actionable recommendations. In Project Years 2 and 3, conduct a comparable follow-up survey and report changes and emerging priorities. In each project year, conduct approximately 15 remote reflection interviews and prepare a reflection brief before the annual summit. Baseline and reflection interviews serve different purposes; do not charge twice for the same interview.

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2 Learning activities and required outputs

Component 3 Collaborative learning and continuous improvement

Facilitate two virtual collaborative learning sessions in Project Year 1 and three in each subsequent project year, approximately three hours per session. Address cross-board communication, effective collaboration, shared practices, implementation challenges, and improvement priorities. Provide agendas, materials, summaries, and practical next steps.

Component 4 Business services collaboration and capacity building

In Project Year 1, facilitate one approximately two-hour virtual business-services listening session and two approximately two-hour virtual business-services collaboration sessions. Facilitate three approximately two-hour business-services collaboration sessions in each subsequent project year. Focus on employer engagement coordination, staff capacity, shared practices, and practical improvements; summarize findings and recommendations.

Component 5 Regional workforce collaborative summit

Facilitate one full-day in-person regional summit in Radford in each project year. Prepare the agenda and materials, integrate reflection findings, and document regional priorities, an action agenda, and sustainability recommendations.

Component 6 Lessons learned and playbook development

Maintain ongoing knowledge capture and produce one annual learning brief per project year. Subject to continued funding and written authorization, deliver a practical regional collaboration playbook by September 30, 2029, with reusable tools, practices, lessons, governance recommendations, and replication guidance.

Output or activity	Project Year 1	Project Years 2 and 3
Orientation and Radford kickoff	1 of each	Not repeated
Virtual coordination meetings	Monthly during active term	12 monthly meetings
Collaboration survey and assessment report	Baseline; up to 150 invitations	Follow-up; up to 150 invitations
Key-informant interviews	Approximately 35	Not required separately
Reflection interviews and brief	Approximately 15; 1 brief	Approximately 15; 1 brief
Virtual collaborative learning sessions	2 sessions, about 3 hours each	3 sessions, about 3 hours each
Business-services listening and learning	1 listening; 2 collaboration	3 collaboration sessions
Radford summit and action agenda	1 full-day summit	1 full-day summit
Annual learning brief	1	1
Regional collaboration playbook	Ongoing knowledge capture	Final playbook by September 30, 2029

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Scheduling targets: kickoff within 30 days; baseline report within 90 days; learning activities thereafter; reflection brief before the summit; annual learning brief by September 30. The final work plan will set dates that fit the actual authorization date and partner availability. Any material change to the solicited scope or quantities before award will be addressed through a written addendum allowing adequate response time.

The Boards arrange meeting space, participant recruitment and invitations, and any participant meals or travel. The contractor's price includes its own staff travel, lodging, preparation, materials, technology, analysis, administration, and delivery. Assume overnight travel is needed for the Year 1 kickoff and annual summit; do not assume a specific travel origin or staffing count. State group-size and staffing assumptions for facilitated activities and identify any attendance limit that affects price.

3 Proposal submission requirements

Submit one PDF addressing the seven sections below and the response and certifications in Sections 7 and 8. Use existing material; add only missing information. Alternate headings and layouts are acceptable. No separate crosswalk, new graphics, prescribed resume template, work sample, or recommendation letter is required. Formatting and matching the headings do not earn points.

Recommended response organization

1. Executive Summary. Summarize the proposed engagement, intended results, overall approach, and principal benefits to the regional workforce partnership.

2. Project Understanding and Approach. Explain the regional collaboration needs, how assessment informs facilitation and learning, and how the approach supports capacity, improvement, and sustainability. Describe participation, accessibility, confidentiality, and any key assumptions within this or the scope section.

3. Organization Overview and Qualifications. Describe the organization, relevant services, and experience with public agencies, partnerships, workforce or economic development, assessment, or capacity building. An existing qualifications narrative is acceptable. Two reference contacts may be requested during evaluation; they need not accompany the initial proposal. No deduction applies solely for not attaching references.

4. Scope of Services. Address the six components in Sections 1 and 2: coordination and guidance; assessment and reflection; collaborative learning; business-services collaboration; annual summit; and lessons learned and playbook. For each, describe its purpose, activities, intended participants, and deliverables, including quantities. An existing scope using these elements is acceptable; offerors may propose their own methods and tools.

5. Project Team and Roles. Name the lead and proposed personnel, summarize their qualifications and responsibilities, and confirm availability. Identify subcontractors and how the team will cover facilitation, assessment, research, reporting, and administration. Existing biographies or resumes are acceptable; neither a fixed number of staff nor a particular team structure is prescribed.

6. Proposed Timeline and Work Plan. Show Year 1 sequencing and the activities planned for Project Years 2 and 3. An existing quarterly schedule is acceptable with a brief update for the actual start date. Work begins only after written authorization; explain any departure from the requested quantities or targets.

7. Cost Proposal. State all-inclusive fixed fees for each project year and the three-year total using the periods in Section 7. Include a budget allocation and brief budget narrative for the six components; an

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existing annual component table and explanation may be used if the periods to which it applies are clear. Allocations are the offeror's choice. Include all contractor travel and administration. Hourly rates, staff-hour estimates, and a new detailed cost workbook are not required initially. Invoicing shall be quarterly in accordance with Section 5. Offerors may propose quarterly payment amounts tied to the work plan and deliverables; this allocation is optional at submission and may be finalized during negotiations. Further price support may be requested during negotiations.

Questions and addenda

Send all questions to the sole contact by the stated deadline. Do not contact evaluators or Board members to influence this procurement. Only written addenda issued by the Consortium change the RFP. Answers and addenda will be posted on eVA and at https://vcwnewrivermtrogers.com/ with the RFP listing. Offerors must check these locations and acknowledge issued addenda. The deadline may be extended by written addendum. Requests for an accessible document or reasonable accommodation may be sent to the sole contact; allow sufficient time for arrangements.

Receipt and public records

The Consortium's email receipt time controls. Submit early; receipt will be acknowledged. If acknowledgment is missing, contact Jenny before the deadline. Late proposals will not be considered except as required by law. Written withdrawals or replacement proposals must arrive before the deadline. Prices must remain valid for 90 days after the deadline. The Consortium may request clarification or waive a minor informality when legally permissible; any waiver must be applied fairly and may not change a material requirement or prejudice another offeror.

Records are subject to Virginia public-records law. To invoke Virginia Code §2.2-4342 protection, identify specific trade-secret or proprietary material and explain why protection is needed upon submission. Clearly separate or mark protected material. Do not designate the entire proposal, line-item prices, or total prices as confidential.

4 Evaluation negotiation and award

An evaluation committee designated by the Consortium will review timely proposals. Evaluators will disclose conflicts and recuse when required. The committee will assess qualifications, approach, staffing, and price using the published criteria. Geographic location and previous participation in this initiative will not receive a preference.

Evaluation criterion	Points	What will be assessed
Approach and work plan	30	Understanding of the scope; sound methods; practical schedule; useful outputs; accessibility and confidentiality.
Personnel and availability	25	Relevant skills across facilitation, assessment, reporting, and coordination; adequate staffing and availability.
Relevant experience and references	20	Comparable partnership work; quality and usefulness of prior results; reference feedback.

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Evaluation criterion	Points	What will be assessed
Total proposed fixed price	25	Combined fixed prices for all three project years, using the price formula below.
Total	100	

For each nonprice criterion, each evaluator assigns a rating from 0 to 5: 0 = not addressed; 1 = materially deficient; 2 = partly meets needs with substantial gaps; 3 = meets needs; 4 = exceeds needs in useful ways; 5 = substantially exceeds needs with strong evidence. Criterion points equal rating ÷ 5 × available points. Average evaluator points for the 75-point technical subtotal.

Price points equal 25 × (lowest qualifying three-year total fixed price ÷ the offeror's three-year total fixed price). A qualifying price covers the required scope on a comparable basis. Compare all three project years, regardless of the amount initially authorized. The budget limits are $100,000 per project year and $300,000 total. Prices exceeding those limits or omitting material scope will not support an award unless any necessary funding and solicitation amendment permit it. An offer below the budget is acceptable.

Negotiations and selection

Select two or more fully qualified offerors best suited to the requirements for negotiations, when available, under Virginia Code §2.2-4302.2(A)(3). Discussions may address approach, schedule, staffing, scope, references, and price; provide comparable opportunities to similarly situated offerors and document changes. Requested demonstrations or interviews will use the same relevant topics and published criteria.

If a supported written determination establishes that only one offeror is fully qualified or one is clearly more highly qualified, the Consortium may negotiate with that offeror as permitted by law. Receipt of one proposal does not automatically justify an award; the Consortium will also document the adequacy of solicitation and competition under applicable federal rules.

Final evaluation will use the same criteria and price formula, updated for written revisions and relevant reference or interview information. Award will be based on best value. Price is required but is not the sole factor. Scores inform selection; any selection departing from score order must be supported in writing by the published factors. The Consortium may reject all proposals, cancel, or resolicit in accordance with law. Offerors bear their proposal costs.

Award requires documented price reasonableness, responsibility and exclusion checks, required governing approvals, and execution by the Consortium Chair or another properly authorized official. The Consortium will post its decision or award notice on eVA and its website. Written protests must state the basis and relief sought and be submitted to the Consortium through Jenny Bolte under Virginia Code §2.2-4360, generally within ten days after award or announcement of the decision, whichever occurs first, subject to the statute's records-access and other provisions.

5 Contract performance and payment terms

These terms are part of the solicitation and will be incorporated into the executed contract. Identify requested exceptions in writing with the proposal. Exceptions to liability or other contract terms will be addressed in negotiations and will not be used to score selection for negotiations. Mandatory legal

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requirements cannot be negotiated away. The contract will incorporate the RFP, addenda, negotiated scope and prices, and accepted portions of the proposal, with controlling law and the executed agreement taking precedence.

Authorization funding and changes

No services or charges are authorized before execution and written notice to begin. The contract will cover performance through September 30, 2029, with negotiated fixed prices within the $100,000 annual and $300,000 total budget limits. Initially authorized funding will not exceed $100,000. Continued services depend on available DOL/ETA funding, written funding authorization, required approvals, satisfactory performance, and continued need. Additional funding will be documented by written amendment or other authorization permitted by the executed agreement. No separate annual renewal is required; the Consortium does not promise the full potential contract value.

Changes to deliverables, quantities, schedule, staffing, or price require written approval by authorized officials before additional work. The contractor may not shift costs between project years without authorization or exceed the funded amount. No oral direction increases the funding limit. Key personnel substitutions and material subcontract changes require prior written approval. The contractor remains responsible for subcontract performance.

Acceptance and invoices

Within 15 business days after receipt of a deliverable, the contract manager will accept it or identify specific deficiencies against the agreed requirements. The contractor will correct documented deficiencies without additional charge within an agreed reasonable period. Receipt or silence does not constitute acceptance. The Consortium will not withhold acceptance unreasonably.

The contractor shall invoice quarterly, following the calendar quarters ending December 31, March 31, June 30, and September 30. The initial and final invoices may cover partial quarters based on the authorized performance period.

Each quarterly invoice must identify the billing period, summarize services performed, list completed activities and accepted deliverables, and show the amount requested, cumulative billings, and remaining authorized funding. The executed contract will establish quarterly payment amounts tied to the agreed work plan and deliverables. Quarterly invoicing does not authorize advance payment, payment for unperformed services, or charges exceeding the currently authorized funding.

The Consortium will pay properly submitted invoices for accepted services within 30 days, subject to applicable Virginia prompt-payment law. Disputed amounts and reasons will be communicated promptly; undisputed amounts remain payable.

After selection, individual contractors shall provide the required Social Security number and business entities shall provide the required federal employer identification number through secure payment setup, consistent with Virginia Code §2.2-4354. Do not include tax or banking information in the public proposal.

Records data and deliverables

Maintain records sufficient to support performance, invoices, and federal compliance. Provide access to relevant records to the Consortium, fiscal agent, DOL, federal oversight officials, and their authorized representatives. Retain records for at least three years after the recipient submits its final financial report,

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and longer when required by an audit, claim, litigation, award condition, or law; the Consortium will communicate the retention trigger.

Use only approved systems for project information; collect only necessary information, deidentify interview reporting, restrict access, and report suspected data loss promptly and no later than 24 hours after discovery. Do not place identifiable project data in public or unapproved artificial-intelligence tools. Return project data securely at closeout.

Provide final reports and tools in accessible PDF and editable formats. The Consortium receives ownership of newly created project deliverables, subject to federal rights under 2 CFR §200.315. The contractor retains identified preexisting tools and grants the Consortium a perpetual, royalty-free license to use, adapt, and share incorporated tools for project and public workforce purposes. Identify third-party restrictions before award.

6 Contract compliance and remedies

General responsibilities and remedies

The contractor is an independent contractor and must comply with applicable federal, Virginia, and local law and communicated award conditions. Maintain legally required workers' compensation and appropriate business and automobile liability coverage for the work; disclose available coverage before award. Any additional coverage limits will be agreed before execution. No liability bond is required with the proposal.

For material breach, the Consortium may require corrective action, reject deficient work, withhold disputed payments, terminate, or use available contractual and legal remedies. Ordinarily provide written notice and ten business days to cure, unless immediate action is required by law or necessary to protect funds, persons, or data. Remedies and any recovery must be proportionate and consistent with law.

The Consortium may terminate for convenience, including unavailable funding, on 30 days' written notice, or for cause after applicable notice and cure. Upon termination, stop affected work, protect and deliver work in progress, and submit a final statement. Pay for conforming authorized services performed through termination and approved unavoidable commitments, within the funded limit; no payment for unperformed services or anticipated profits. Virginia law governs, and disputes follow applicable statutory claims and protest procedures. No provision waives governmental immunity.

Virginia requirements

Employment nondiscrimination. Under Virginia Code §2.2-4311, the contractor will not discriminate against employees or applicants because of race, religion, color, sex, national origin, age, disability, or another prohibited basis, except a lawful bona fide occupational qualification. Post notices of this obligation; state equal-opportunity status in employment advertising. Notices compliant with federal law suffice. Include these obligations in subcontracts and purchase orders over $10,000.

Drug-free workplace. Under Virginia Code §2.2-4312, maintain a drug-free workplace for employees performing this contract. Post a statement prohibiting unlawful manufacture, sale, distribution, dispensation, possession, or use of controlled substances or marijuana at the workplace and describing actions for violations. State drug-free workplace status in employment advertising. Include these requirements in subcontracts and purchase orders over $10,000.

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Immigration and business authority. The contractor does not and will not knowingly employ an unauthorized alien during performance in the Commonwealth, as defined by the federal Immigration Reform and Control Act of 1986. Maintain Virginia business authorization if required by law; do not allow required registration or authority to lapse. Under Virginia Code §2.2-4311.2, provide the SCC identification number or the explanation of why authorization is not required with the proposal.

Subcontract payment. Within seven days after receiving payment attributable to subcontracted work, pay the subcontractor its proportionate share or notify it and the Consortium in writing of amounts withheld and reasons. Interest on overdue amounts accrues at one percent per month unless otherwise lawfully agreed. Include these requirements in lower-tier subcontracts, consistent with Virginia Code §2.2-4354. Contractor interest is not reimbursable by the Consortium.

Federal requirements

Exclusions and lobbying. No award or covered subcontract may be made to an excluded or ineligible party under 2 CFR Parts 180 and 2998. Notify the Consortium immediately of a status change. Provide the anti-lobbying certification required for the anticipated contract value and SF-LLL when applicable under 31 USC §1352 and 29 CFR Part 93; flow down required certifications.

Environmental and procurement restrictions. For the anticipated contract exceeding $150,000, comply with applicable Clean Air Act and Federal Water Pollution Control Act standards, orders, and regulations; report violations to the Consortium, DOL, and the appropriate EPA regional office. Comply with applicable 2 CFR §§200.216, 200.322, and 200.323 restrictions and purchasing requirements. Flow down applicable federal terms to subcontracts. Required award-specific terms will be incorporated before execution; material solicitation changes will be issued by addendum.

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7 Offeror identity and fixed price response

Provide the information in this section and the signed certifications in Section 8, either on these pages or in existing signed materials containing the same information. Do not include a Social Security number, tax identification number, banking information, or confidential personal data.

Offeror information	Response
Legal contracting name	
Business type and principal address	
Authorized representative and title	
Email and telephone	
Virginia SCC identification number	
If SCC authorization is not required	Explain the legal basis here or in an attachment:
UEI if available	A UEI is not required solely to submit this proposal.
Named lead and proposed subcontractors	

All inclusive fixed prices

Project year	Pricing period	Proposed fixed price
Year 1	Authorization through September 30, 2027	$
Year 2	October 1, 2027–September 30, 2028	$
Year 3	October 1, 2028–September 30, 2029	$
Three-year total	Maximum budget $300,000	$

Prices include personnel, preparation, facilitation, assessment, interviews, software, materials, reporting, administration, all contractor travel, and other contractor expenses. Enter proposed prices in the blank response fields; the stated budgets are ceilings, not prescribed bid prices. Identify assumptions, proposed milestones, and any scope departures. Do not include Board-provided space, participant meals, or participant travel. Continued funding is not guaranteed.

Addenda and requested exceptions

Addenda acknowledged by number and date, or “none”:

Requested exceptions and scope departures, or “none”; attach details:

Relevant conflicts or prior project-design work, or “none”; attach details:

The signed certification in Section 8 applies to this price response and the entire submitted proposal.

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8 Offeror authorization and certifications

The undersigned is authorized to submit this proposal and makes the following representations to the best of the offeror's knowledge after reasonable inquiry.

Proposal integrity and eligibility

The proposal was prepared independently, without collusion to restrict competition, improper inducements, or undisclosed arrangements with another offeror. Disclosed subcontracting or teaming is permitted. The information provided is accurate, prices are valid for the stated 90-day period, and issued addenda have been acknowledged.

The offeror has disclosed relevant conflicts and prior project-design involvement, including any development or drafting of procurement specifications, requirements, statements of work, or invitations for bids. The Consortium will assess eligibility under 2 CFR §200.319(b); signing this statement does not waive that requirement or establish automatic eligibility.

Neither the offeror nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered federal transactions, except as specifically explained in an attached disclosure. The offeror will notify the Consortium of any change and will not engage excluded parties for covered lower-tier transactions. The Consortium will independently verify applicable exclusion status before award.

Certification regarding lobbying

No federal appropriated funds have been or will be paid by or on behalf of the offeror to influence an agency officer or employee, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining or modifying a covered federal contract, grant, loan, or cooperative agreement.

If nonfederal funds have been or will be used for lobbying in connection with this federal award, the offeror will submit Standard Form LLL as required. By signing below, the offeror also makes the Certification for Contracts, Grants, Loans, and Cooperative Agreements prescribed in 29 CFR Part 93, Appendix A, incorporated here by reference, including its certification, disclosure, and flow-down requirements. This certification is a material representation required by 31 USC §1352; failure to file may result in statutory civil penalties.

Lobbying disclosure: □ No SF-LLL disclosure is required. □ SF-LLL is attached or will be provided as required before award.

Acceptance and signature

The offeror agrees to the solicitation requirements and proposed contract terms except for written exceptions identified with its proposal. Selection, a notice of intent, or this signed response does not authorize work or obligate funds; only the executed contract and written authorization do so.

Legal offeror name:

Authorized representative name and title:

Signature: Date:

Electronic or scanned signatures are accepted. Existing signed certifications may be incorporated if they contain the required representations and apply to this solicitation.

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