



**REQUEST FOR PROPOSALS  
FOR  
GPS TRACKING SYSTEM**

**Submittals Due  
April 18, 2024**

Laramie County Risk Management  
310 West 19<sup>th</sup> Street, Ste. 320  
Cheyenne, WY 82001  
Attn: Lori Pallak, Risk Analyst

**LARAMIE COUNTY BOARD OF COMMISSIONERS**  
**REQUEST FOR PROPOSALS**  
**FOR**  
**GPS TRACKING SYSTEM**

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## **1. INTRODUCTION AND OVERVIEW**

Laramie County Government is requesting proposals from qualified firms to provide a GPS tracking system that will track the locations, routes, and sensor data for light duty vehicles, heavy equipment, and other County fleet vehicles as applicable. Proposals should include costs for hardware, training on how to install and use the tracking devices and associated software, integrating the tracking system with ArcGIS systems and other software, and continuing maintenance and support.

The intent behind implementing this system is multifold. The system will be used to track work in progress on snow removal and road grading operations. The purpose of this tracking is to improve customer service when county residents call to ask about the status of particular roads and improve the overall fleet management system for County operations.

The system should also include route mapping that increases work efficiency by visually showing operators their routes and progress. Rather than relying on paper maps, operators should be able to visually see what portions of their assigned route they have already covered and what portions still need to be completed.

From a risk-based perspective, the system should improve fleet efficiency, ensure compliance with County policies regarding vehicle operations, and provide data that aids in accident prevention and post-accident analysis, such as harsh braking, speeding, report equipment deployed, potential collisions, etc. It is also a requirement for this system to provide ODB-II reporting on County vehicles that are equipped with a port. Ideally, all data would be available both in real-time as well as preserved as historical data.

The County would also require the solution to host its own cloud-based backup system. In addition, the vendor should describe in detail the online cybersecurity protections and service features in place for the proposed software as well as for the data center itself.

This Project is being funded with Federal ARPA Funds (ALN # 21.027) and the selected vendor will be required to be registered in sam.gov prior to entering into a contract with Laramie County.

## **2. SCOPE OF SERVICES**

The selected system provider shall provide the hardware necessary to continually track the GPS locations of the various types of vehicles and heavy equipment such as but not limited to:

- Approximately 88 light vehicles including pickup trucks, sport utility vehicles, sedans, etc. ;
- Approximately 17 motor graders;
- Approximately 20 large trucks including over the road semi-trucks and dump trucks;
- Approximately 20 pieces of various other equipment (skid steers, rollers, compactors, wheel loaders, pavers, excavators, mowers etc.);

Laramie County Public Works (LCPW) currently has equipment with manufacturer GPS tracking pre-installed. Due to the proprietary nature of these devices, integration with the manufacturer's GPS system may not be possible. However, providers that are able to integrate with these systems will be given preference. The current manufactures with built-in GPS devices include:

- Caterpillar
- John Deere

In-cab mounting hardware that integrates Apple iPads with the tracking devices shall also be provided. LCPW will provide its own iPads to the end users. The cost of iPads shall NOT be included in the proposal.

The system shall provide the following functions and meet the following requirements:

1. ODB-II reporting;
2. Provide live GPS tracking;
3. Integration with Cartegraph, ArcGIS, and API;
4. Ability to easily record observed problem areas in real time that can be integrated with other software such as Cartegraph. Examples of problems may include sign down, pothole, drifting snow, abandoned vehicle, etc.;
5. Provide a cloud-based platform that is simultaneously accessible by multiple users;
6. Allow the assignment of different user roles, privileges, and reporting capabilities;
7. Dashboard platform with intuitive and user-friendly interface;
8. Mobile platform compatible with Apple iPads, and with intuitive and user-friendly mobile interface;
9. Sensor integration to include G-force, speed, braking status, plow up/down, sander in operation;
10. Ability to pre-load routes;
11. Real-time tracking and display of route location, route covered, and route remaining;
12. Ability to store and retrieve historical data;
13. Optional ability to record pre and post trip inspections via iPad;
14. Optional ability to upload and view images for operator convenience;
15. Optional ability to integration with future dashboard and rearview cameras to allow the recording of accident data and visual reporting of road conditions;
16. Optional ability to report driver habits.

Proposal costs shall be broken down into the following parts:

1. One-time hardware, training, and software setup costs;
2. Unit hardware costs for future vehicles;
3. Annual maintenance, licensing, or subscription costs, to include both cloud and mobile platforms;
4. Optional installation costs by vehicle type.

Proposals shall also specify any minimum service durations required by the provider.

Additional Notes:

- A. The respondent shall enter into a written contract for work with Laramie County.
- B. The respondent/contractor shall comply with all applicable Federal and State statutes and regulations as well as local ordinances.
- C. The person or persons provided by the respondent to complete work shall be fully qualified to provide said services.
- D. All work provided by respondent shall be in conformance with local, State and Federal rules and regulations.
- E. All GPS tracking systems shall be responsive to the needs of the County, shall perform in accordance with County programs, policies, and procedures, and shall utilize the appropriate methods and techniques.
- F. All records, including digital information, video tapes and audio tapes, related to the contract services performed for the County shall be subject to the Wyoming Public Records Laws and shall be maintained and made available in accordance with those laws and public records policies and procedures of the County. Records shall be made available to the County without question upon request of the County, in accordance with the requirements of law. Citizen requests for such records shall be processed through the County. All records, including all types of electronic records, related to the contract and services performed thereunder shall be the property of the county at the end of the contract, or at the end of the County's fiscal year, or upon demand of the County, whichever occurs first. The County shall specify the minimum records to be maintained by the respondent. The respondent may maintain additional records at its discretion.

### **3. GENERAL TERMS & CONDITIONS**

#### **3.1 RFP Closing Date**

**Proposals shall be received by Lori Pallak in a sealed envelope, no later than 2:00 PM**

**local time on April 18, 2024.**

It is the responsibility of the respondent to ensure that their responses are received on or before the submission date and time. Allow sufficient delivery time to ensure receipt by the date and time specified. Proposals time stamped by Laramie County Risk Management received after the cutoff time will not be considered.

### **3.2 Delivery of Proposals**

All proposals shall be delivered to Lori Pallak with the subject line “RFP for GPS Tracking System.”

Please submit your firm’s qualification statement and cost proposal outlining the services requested by the County. The County will make a selection based on the proposals received proving the ability of the firm to meet the schedule and needs of the County.

### **3.3 Public RFP Opening**

Only the names of the vendors submitting bids will be read aloud at the RFP opening. The bids will be available for inspection during normal business hours in the Laramie County Risk Office within three (3) working days of the closing date, by appointment. Bid opening will occur on April 18, 2024, at 2:15 PM at the Laramie County Risk office. A complete tabulation of bids will be available after it is completed.

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations to attend public RFP openings or meetings should contact the Risk Department at (307) 633-4334 at least five (5) days prior to the date.

### **3.4 Proposal Form**

- A. See **Submittal Requirements** for complete details.
- B. Firms may submit a joint proposal.
- C. Respondents in their proposal must acknowledge receipts of amendments/addenda. Each respondent should ensure that they have received all addenda and amendments to this RFP before submitting their proposal.
- D. The proposal form must be signed by an official authorized to legally bind the respondent to all RFP provisions contained herein.
- E. Terms and conditions differing from those in this RFP may be cause for disqualification of the proposal.

### **3.5 Requests for Information**

Requests for information (RFI) regarding this RFP may be directed to Lori Pallak at [lori.pallak@laramiecountywy.gov](mailto:lori.pallak@laramiecountywy.gov).

### **3.6 Clarification and Addenda**

It is incumbent upon each respondent to carefully examine all specifications, terms, and conditions contained herein and in all referenced data and documents. Any inquiries, suggestions, or requests concerning interpretation, clarification or additional information shall be made in writing via email to Lori Pallak. The County will not be responsible for any oral representation(s) given by an employee, representative or others. The issuance of a written addendum is the only official method by which interpretation, clarification or additional information can be given.

Any errors or omissions discovered in this request for proposal, or any additional information needed to clarify any issues in the request, will be communicated to all firms who have expressed an interest in the engagement. The communication will amend the requests accordingly.

If it becomes necessary for the County to revise or amend any part of this RFP, notice of any clarifications, revisions or amendments may be obtained by accessing the County website. Please check the Laramie County web site at <https://www.laramiecountywy.gov/> for a copy of the RFP and addenda.

It is the responsibility of respondents, prior to submission date, to inquire as to addenda issued and to ensure their response reflects any and all changes. The County will maintain a register of holders of this Request for Proposals (RFP) via internal tracking. Laramie County will accept RFPs until 2:00 P.M. April 18, 2024 and will respond to all questions to all firms by end of business day April 17, 2024.

### **3.7 RFP Cancellation:**

The County reserves the right to cancel this Request for Proposal at any time, without penalty.

### **3.8 Evaluation**

- 1) The RFP is designed to be a competitive negotiation platform, where price is not the sole determinative factor.
- 2) The evaluation team will be composed of Laramie County Risk, Information Technology, Grants, and Public Works departments.
- 3) The proposals will be reviewed within the context of specific experience in the disciplines required.
- 4) The County may require additional information, documentation, or additional data to clarify or elaborate on materials submitted. The County reserves the right to request additional information, or request clarification, or reject in its sole discretion any and all proposals.

### **3.9 Award**

The County reserves the right to award the contract to the respondent(s) that the County deems to offer the best overall proposal(s). The County is therefore not bound to accept a proposal on the basis of lowest price. In addition, the County at its sole discretion, reserves the right to cancel this RFP, to modify the quantities or the product we purchase, to reject any and all proposals, to waive any and all informalities and/or irregularities, or to re-advertise with either the identical or revised specifications, if it is deemed to be in the best interest of

the County to do so. The County also reserves the right to make multiple awards, based on experience and qualifications if it is deemed to be in the County's best interest.

### **3.10 Contract**

The contents of this RFP and all provisions of the successful proposal deemed pertinent by the County may be incorporated into a contract and become legally binding. A separate contract document will be issued. A sample contract is included for reference but is subject to change based on the needs of the County and the selected proposal.

The County Commissioners are the sole Contracting officer for Laramie County, Wyoming, and only he/she or his/her designee is authorized to make changes to any contract.

### **3.11 Disclosure of RFP Content**

All material submitted becomes the property of the County and may be returned only at the County's option. The County has the right to use any or all ideas presented in any reply to this RFP. Selection or rejection of any proposal does not affect this right.

### **3.12 Respondent's Responsibility**

A respondent, by submitting a proposal represents that:

- A. The respondent has read and understands the RFP in its entirety and the proposal is made in accordance therewith, and
- B. The respondent possesses the capabilities, resources, and personnel necessary to provide efficient and successful service to the County, and;
- C. Before submitting a proposal, each respondent shall make all investigations and examinations necessary to ascertain site and/or local conditions and requirements affecting the full performance of the contract and to verify any representations made by Laramie County upon which the respondent will rely. If the respondent receives an award because of its proposal submission, failure to have made such investigations and examinations will in no way relieve the respondent from its obligations to comply in every detail with all provisions and requirements of the contract, nor will a plea of ignorance of such conditions and requirements be accepted as a basis for any claim by the respondent for additional compensation or relief.



### **3.13 Payment Terms**

The County will remit full payment on all undisputed invoices within forty-five (45) days from receipt by the appropriate person(s) (to be designated at time of contract) of the invoice(s) or receipt of all products or services ordered.

### **3.14 Conflict of Interest Disclosure form**

All respondents shall complete and have notarized the attached disclosure form of any potential conflict of interest that the respondent may have due to ownership, other clients, contracts, or interest associated with this project.

### **3.15 Minor Irregularities**

The County reserves the right to waive minor irregularities in proposals, providing such action is in the best interest of the County. Minor irregularities are defined as those that have no adverse effect on the County's best interests and will not affect the outcome of the selection process by giving the respondent an advantage or benefit not enjoyed by other respondents.

### **3.16 Deviations**

All proposals must clearly and with specific detail, not all deviations to the exact requirements imposed upon the respondent by the General Terms & Conditions. Such deviations must be stated upon the Proposal Form; otherwise, Laramie County will consider the subject proposals as being made in strict compliance with said General Terms & Conditions to respondents; The respondent being held therefore accountable and responsible. Respondents are hereby advised that Laramie County will only consider proposals that meet the exact requirements imposed by the General Terms & Conditions; except, however, said proposals may not be subject to such rejections where, at the sole discretion of Laramie County, the stated deviation is considered to be equal or better than the imposed requirement and where said deviation does not destroy the competitive character of the RFP process by affecting the amount of the proposal such that an advantage or benefit is gained to the detriment of the other respondents.

### **3.17 Waiver of Claims**

Once this contract expires, or final payment has been requested and made, the awarded respondent shall have no more than 30 calendar days to present or file any claims against the County concerning this contract. After that period, the County will consider the respondent to have waived any right to claims against the County concerning this agreement.

### **3.18 Termination/Cancellation of Contract**

The County reserves the right to cancel the contract without cause with a minimum thirty (30) days written notice. Termination or cancellation of the contract will not relieve the respondent of any obligations for any deliverables entered into prior to termination of the contract (i.e. reports, materials, statements of accounts, etc., required and not received). Termination or cancellation of the contract will not relieve the respondent of any obligations

or liabilities resulting from any acts committed by the respondent prior to the termination of the contract.

### **3.19 Incurred Expenses**

This RFP does not commit Laramie County to award a contract. Nor shall Laramie County be responsible for any cost or expense which may be incurred by the respondent in preparing and submitting the proposal called for in this RFP, or any cost or expense incurred by the respondent prior to the execution of a contract agreement.

### **3.20 Presentations by Respondents**

Laramie County, at its sole discretion, may ask individual respondents to make oral presentations and/or demonstrations without charge to the County.

The County reserves the right to require any respondent to demonstrate to the satisfaction of the County that the respondent has the fiscal and managerial abilities to properly furnish services proposed and required to fulfill the contract. The demonstration must satisfy the County and the County shall be the sole judge of compliance.

Respondents are cautioned not to assume that presentations will be required and should include all pertinent and required information in their original proposal package.

### **3.21 Respondent's Personnel**

The respondent shall be responsible for ensuring that its employees, agents and subcontractors comply with all applicable laws and regulations and meet all federal, state and local requirements related to their employment and position. The respondent certifies that it does not and will not during the performance of the contract employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986, as amended. During the performance of the contract, the respondent agrees to the follow:

The respondent shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap or national origin, except when such condition is a bona fide occupational qualification reasonably necessary for the normal operations of the respondent.

The respondent agrees to post in conspicuous places, visible to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

The respondent, in all solicitations or advertisements for employees placed by or on behalf of the respondent, shall state that such respondent is an Equal Opportunity Employer.

Notices, advertisements, and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section. The respondent shall include the provisions of the foregoing paragraphs above in every subcontract or purchase order so that the provision will be binding upon each respondent or vendor. The respondent and any subcontractor shall pay all employees working on this contract not less than minimum wage specified in the Fair Labor Standards Act (29

CFR 510-794) as amended. Any information concerning the County, its products, services, personnel, policies, or any other aspect of its business learned by the respondent or personal furnished by the respondent in the course of providing services pursuant to the Agreement, shall be held in confidence and shall not be disclosed by the respondent or any employee or agents of the respondent or personnel furnished by the respondent, without the prior written consent of the County.

### **3.22 Claim Notice**

The respondent shall immediately report in writing to the County's designated representative or agent of any incident which might reasonably be expected to result in any claim under any other coverage mentioned herein. The respondent agrees to cooperate with the County in promptly releasing reasonable information periodically as to the disposition of any claims, including a resume of claims experience relating to all respondent operations at the County project site.

### **3.23 Proposal Acceptance/Rejection**

The County reserves the right to accept or reject any or all proposals received as a result of this RFP, or to negotiate separately with competing respondents, and to waive any informalities, defects, or irregularities in any proposal, or to accept that proposal or proposals, which in the judgement of the proper officials, is in the best interest of the County.

## **4. SUBMITTAL REQUIREMENTS**

### **4.1 Proposal Requirements**

The proposal shall be less than 30 pages in total length and should include the following information:

- 1) A letter of introduction.
- 2) A narrative describing the company size, organization, locations, experiences or expertise, names and qualifications/credentials of individuals who will provide services.
- 3) List or examples of similar work or projects completed along with list of references (include names and phone numbers). Include as many as possible specific to other municipalities.
- 4) A narrative describing abilities to respond and perform at a level above the competition.
- 5) A fee structure for required work as outlined in the scope of work.
- 6) Indicate any and all areas of specialty your firm may practice.
- 7) Acknowledge receipts of amendments/addenda

The County reserves the right to request additional information, or request clarification, or reject in its sole discretion any and all proposals.

Firms may submit a joint proposal.

### **4.2 Fee, Rates, and Estimated Costs**

All fee proposals shall include all insurance required by the County, printing, mailing, documentation, reporting, office overhead, profit, etc.

Should contract negotiations with the selected firm be unsuccessful, the County reserves the right to move to the next firm and begin negotiations.

## **5. DISCLOSURES**

- 1) The laws of Wyoming require that the contents of all proposals shall be placed in the public domain and be open to inspection by interested parties. Trade secrets or proprietary information that are recognized as such and are protected by law may be withheld if clearly identified as such in the proposal. The entire proposal cannot be designated as proprietary or a trade secret. If a request is received to examine portions designated as proprietary or a trade secret, Laramie County will notify the vendor to permit the vendor to defend the proprietary nature of the information.
- 2) If a respondent discovers any ambiguity, conflict, discrepancy, exclusionary specifications, omission, or other error in this document, the respondent shall immediately notify the issuing office. If respondent fails to notify the issuing office of any error, ambiguity, conflict, discrepancy, exclusionary specifications, or omission in this RFP, the respondent shall submit a response at its own risk and under such conditions. If the respondent is awarded a contract, then such respondent will not be entitled to additional compensation, relief, or time by reason of the error or its later correction.
- 3) The successful respondent will be expected to enter into a contract, including insurance requirements, with Laramie County upon terms acceptable to the County. The contents of this RFP, the respondent responses to same and all provisions of the successful qualifier deemed pertinent by the County may be incorporated into a contract and become legally binding.
- 4) Following the award of the contract, responses to this proposal are subject to release as public information unless specific parts of the response can be shown to be exempt from the laws of the State of Wyoming. Respondents are advised to consult with their legal counsel regarding disclosure issues and take the appropriate precautions to safeguard trade secrets or any other proprietary information. Laramie County assumes no obligation or responsibility for asserting legal arguments on behalf of potential respondents.
- 5) If a respondent believes that parts of a proposal are confidential then the respondent must so specify. The respondent must mark in bold red letters the term "CONFIDENTIAL" on that part of the response, which the respondent believes to be confidential. The respondent must submit in writing specific detailed reasons, including any relevant legal authority, stating why the respondent believes the material to be confidential. Vague and general claims as to confidentiality will not be accepted. Laramie County will be the sole judge as to whether a claim is general and/or vague in nature. The entire proposal cannot be designated as proprietary or a trade secret. All parts of proposals which are not marked as confidential will be automatically

considered public information after the contract is awarded. The successful proposal may be considered public information even though parts are marked confidential. If a request is received to examine portions designated as proprietary or a trade secret, Laramie County will notify the respondent to permit the respondent to defend the proprietary nature of the information.

- 6) Proposals must be signed by a person authorized to commit the respondent to provide services requested in this RFP. Submission of a signed proposal will be interpreted to mean the respondent has agreed to all terms and conditions set forth in all of the sheets which make up this RFP.
- 7) Laramie County accepts no obligations for the costs incurred in responding to this RFP in anticipation of being awarded a contract. Laramie County reserves the right to reject any and all submitted proposals. It is understood that all proposals become the property of Laramie County and will be available for public inspection. No obligation is made by retention of these proposals, nor is Laramie County committed to awarding a contract as a result of this RFP.
- 8) Each respondent must disclose any existing or potential conflict of interest relative to the performance of the requirements of this proposal. Examples of potential conflicts may include an existing business or personal relationship between the respondent, its principal or any affiliate or subcontractor, with Laramie County or any other entity or person involved in any way in the project that is the subject of this RFP. Similarly, any personal or business relationship between the respondent, the principals, or an affiliate or subcontractor, with any employee of Laramie County or its suppliers must be disclosed. Any such relationship that might be perceived or represented as a conflict should be disclosed. Failure to disclose any such relationship or reveal personal relationships with Laramie County employees may be cause for contract termination. Laramie County will decide if an actual or perceived conflict should result in proposal disqualification. By submitting a response to this RFP, all respondents affirm that they have not given, nor intend to give, any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, tip, favor, or service to a Laramie County employee or representative in connection with the procurement.
- 9) Governmental/Sovereign Immunity. Laramie County does not waive its Governmental/Sovereign Immunity, as provided by any applicable law including W.S. § 1-39-101 et seq., by issuing this RFP and/or entering into any subsequent agreement. Further, Laramie County fully retains all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this RFP and any subsequent agreement(s).
- 10) Respondents are advised that Laramie County is a governmental entity in the State of Wyoming. Public Works projects, such as that referenced herein, carried out by governmental entities are subject to certain legal and regulatory requirements which may or may not be applicable to private entities. Any contract with a successful respondent will contain a requirement to monitor and secure compliance on the project with all applicable laws and regulations including, but not limited to, those contained in Wyoming statute W.S. § 16-6-101 et seq.

- 11) Indemnification. To the fullest extent permitted by law, the successful respondent agrees to indemnify and hold harmless Laramie County, its appointed officials, elected officials, employees and volunteers from any and all liability for injuries, damages, claims, penalties, actions, demands or expenses arising from or in connection with any work performed by or on behalf of respondent for Laramie County pursuant to any agreement with Laramie County.
- 12) Invalidity. If any provision of this RFP is held invalid or unenforceable by any court of competent jurisdiction, or if the County is advised of any such actual or potential invalidity or inability to enforce, such holding, or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of that the provisions of this RFP are fully severable.
- 13) Applicable Law and Venue. By submitting in response to this RFP, respondent agrees and understands that this RFP as well as any subsequent agreements shall be governed by and interpreted pursuant to the laws of the State of Wyoming. If any dispute arises between the parties from or concerning this RFP or the subject matter hereof, any suit or proceeding at law or in equity shall be brought in the District Court of the State of Wyoming, First Judicial District, sitting at Cheyenne, Wyoming. The foregoing provisions of this paragraph are agreed by the parties to be a material inducement to Responders and to County. This provision is not intended, nor shall it be construed to waive County's governmental immunity as provided in this Agreement.
- 14) Termination. The selection may be terminated (a) by either party at any time for failure of the other party to comply with the terms and conditions of the RFP or any subsequent agreement; (b) by either party, with thirty days' prior written notice to the other party; (c) upon mutual written agreement by both parties.
- 15) Force Majeure. Neither the respondent nor Laramie County shall be liable to perform under this RFP or subsequent agreement if such failure arises out of causes beyond control, and without the fault or the negligence of said party. Such causes may include, but are not restricted to, Act of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargos and unusually severe weather. In every case, however, a failure to perform must be beyond the control and without the fault or the negligence of said party.
- 16) Limitation on Payment. Laramie County's payment obligation is conditioned upon the availability of funds, which are appropriated or allocated for the payment of this obligation. If funds are not allocated and available for the continuance of the services and equipment provided by respondent the Agreement may be terminated by COUNTY at the end of the period for which funds are available. COUNTY shall notify respondent at the earliest possible time of the services, which will or may be affected by a shortage of funds. At the earliest possible time means at least thirty (30) days before the shortage will affect payment of claims, if COUNTY knows of the shortage at least thirty (30) days in advance. No penalty shall accrue to COUNTY in the event this provision is exercised, and COUNTY shall not be obligated or liable for any future payments due or for any damages as a result of termination under this provision. This provision shall not be interpreted or construed to permit COUNTY to terminate this Agreement in order to acquire similar services from another party.



**CONFLICT OF INTEREST & DISCLOSURE FORM**

I HEREBY CERTIFY that

I (*printed name*) \_\_\_\_\_

am the (*title*) \_\_\_\_\_

and the duly authorized representative of the firm of (*Firm Name*) \_\_\_\_\_

whose address is \_\_\_\_\_

And I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting; and,

Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,

Neither the business nor any authorized representative or significant stakeholder of the business has been determined by judicial or administrative board action to be in noncompliance with or in violation of any provision of the Building Code Regulations of Laramie County, nor has any outstanding past due debt to Laramie County; and,

This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

EXCEPTIONS (List)

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Date: \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public - State of \_\_\_\_\_

My Commission expires \_\_\_\_\_

(Printed, typed or stamped commissioned name of Notary Public)

**BID FORM (Attachment)**

TO: Lori Pallak



310 West 19<sup>th</sup> Street, Ste. 320  
Cheyenne, WY 82001  
(307) 633-4334

The undersigned hereby declares that [*firm name*] \_\_\_\_\_

\_\_\_\_\_ have carefully examined the specifications to furnish: **GPS Tracking** for which bids were advertised to be received **no later than 2:00 PM, MST, April 18, 2024** and further declare that [*firm name*] \_\_\_\_\_ will furnish the said work according to specifications.

Proposed Cost Total Estimated Cost for Project: \$ \_\_\_\_\_

The above prices are all inclusive; County shall pay no other forms of compensation. The County reserves the right to add additional related services that were not known at the time of the publishing of this RFB to any resulting contract, upon negotiations with awarded contractors that is mutually agreeable.

Have you supplied the Submittal Requirements outlined above? \_\_\_\_\_ YES \_\_\_\_\_ NO

Laramie County reserves the right to reject any or all bids, to waive informalities, and to accept all or any part of any bid as they may deem to be in the best interest of the County.

I hereby certify that I have read and understand the requirements of this Request for Bids and, that I as the respondent, will comply with all requirements, and that I am duly authorized to execute this bid/offer document and any contract(s) and/or other transactions required by award of this RFB.

Company \_\_\_\_\_

By \_\_\_\_\_ (Print name)

Signature \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

DUNS# \_\_\_\_\_