**RFP 148 Sober Living Pilot Program**

**Attachment 2**

**Proposer Questionnaire and References**

**Part I**

**Proposer Information**

|  |  |
| --- | --- |
| Name of Agency: |  |
|  |  |
| Headquarter Address: |  |
|  |  |
| Phone No.: |  |
|  |  |
| Toll Free Phone No.: |  |
|  |  |
| Contact Name & Title: |  |
|  |  |
| E-mail: |  |
|  |  |
| SF Supplier ID: |  |
|  |  |
| Federal Tax ID: |  |
|  |  |
| Payment Terms: |  |
|  |  |
| Person Preparing Proposal: |  |
|  |  |

**Part II**

**Proposer Questionnaire**

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **No** |
| 1. **Do you certify that you have complied and will continue to comply with “Limitation on Communications” on page 1 during this Solicitation”?** |  |  |
| 1. **Have you registered as a Bidder or Supplier, through the Supplier Portal** ([*https://sfcitypartner.sfgov.org/*](https://sfcitypartner.sfgov.org/?))?   If yes, what is your Bidder ID or Supplier ID? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| 1. **Has your company enrolled with Paymode-X to receive electronic payments from the City?**   <https://www.paymode.com/city_countyofsanfrancisco> |  |  |
| 1. **Have you registered your business with the San Francisco Treasurer & Tax Collector as required prior to submission of any Proposal?**   *Enter your Business Tax Registration ID here*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| 1. **Can you comply with the terms set forth in:**  * Attachment 1 City’s Proposed Contract Terms   **Can you comply with the terms set forth in****Attachment 1, City’s Proposed Contract Terms?** |  |  |
| 1. **Have you submitted with your Proposal Appendix 1: Written Proposal that complies with the requirements of the accompanying solicitation document?**   If you reply NO to any document, please explain. |  |  |
| 1. **Have you submitted with your Proposal Appendix 2: Budget Proposal that complies with the requirements of the accompanying solicitation document?**   If you reply NO to any document, please explain. |  |  |
| 1. **Have you submitted with your Proposal Appendix 3 Minimum Qualifications outlined in the accompanying Solicitation?**   If you reply NO to any document, please explain. |  |  |
| 1. **Have you submitted with your Proposal all the Required Supporting Documentation outlined in the accompanying solicitation document?**   Required Supporting Documentation includes:   * Appendix 4 Prior Performance Form * Appendix 5: Building Owner LOI * Appendix 6: Organization Chart * Appendix 7: Job Descriptions * Attachment 3: HCAO and MCO Declaration Forms * Attachment 4: First Source Hiring Form   If you reply NO to any document, please explain. |  |  |

**Part V.**

**Proposer Certification of Truth, Accuracy, and Completeness**

I certify that based on information and belief formed after reasonable inquiry, the statements and information contained in this document are true, accurate, and complete. Additionally, by submitting this bid/proposal, I attest that I have reviewed and accepted all terms found in this solicitation, any and all addenda issued to this solicitation, and City’s contract terms.

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|  |

Company Name

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| --- | --- | --- |
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Signature of Authorized Representative of Company Date

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Print Name and Title