

Request for Bids – Point of Sale System



REQUEST FOR BIDS:

Point of Sale System

For the Greater Columbus Convention Center

Due: August 11, 2022

Issued by:

Franklin County Convention Facilities Authority

400 North High Street, 4th Floor

Columbus, Ohio 43215

Phone: (614) 827-2800

Fax: (614) 827-2806

www.meetuscolumbus.com

NOTICE TO BIDDERS

Sealed bids will be received by the Franklin County Convention Facilities Authority (“FCCFA”) until **August 11, 2022 at 4:00 PM EST** and will be publicly opened and read aloud immediately thereafter, for the furnishing of goods and services for the execution of:

BID PACKAGE #2022-1 – Point of Sale System

**GREATER COLUMBUS CONVENTION CENTER
400 NORTH HIGH STREET
COLUMBUS, OHIO 43215**

The instructions to bidders, form of proposal, technical specifications, and other contract documents may be obtained by prospective bidders from the offices of the FCCFA by contacting Jordan Edmonds at jedmonds@fccfa.org or 614-827-2811. General information regarding the FCCFA can be found on its website at www.meetusincolumbus.com.

All questions regarding the bid documents and technical specifications should be submitted in writing and can be forwarded to Jordan Edmonds at jedmonds@fccfa.org.

Bids shall be sealed and addressed to:

**Franklin County Convention Facilities Authority
400 North High Street, 4th Floor
Columbus, Ohio 43215
Attention: Jordan Edmonds**

State of Ohio and FCCFA Equal Employment Opportunity requirements, as provided for in this RFB, are applicable to this bid invitation for all work performed pursuant to the contract.

The Franklin County Convention Facilities Authority reserves the right to waive any informalities or in its sole discretion, to reject any or all bids.

INSTRUCTIONS TO BIDDERS

ARTICLE 1: OVERVIEW

The FCCFA is the owner/developer of the Greater Columbus Convention Center (“GCCC”), the Hilton Columbus Downtown Hotel and Nationwide Arena, all located in downtown Columbus, Ohio. Established by the Franklin County Commissioners in July 1988 pursuant to Chapter 351 of the Ohio Revised Code, the FCCFA is a special governmental unit governed by an eleven-member board of directors appointed by the Franklin County Commissioners, Mayor of Columbus, and suburban mayors.

As owner/developer, the FCCFA is responsible for the improvement, management, and successful operation of owned facilities. In addition, the FCCFA is responsible for ensuring the continued success and growth of the convention business within the Greater Columbus community. Both responsibilities are directly linked to the FCCFA’s continued investment in and support of services, resources, facilities, and community projects that enhance the use and improvement of the convention center, hotel, and arena.

In order to facilitate faster payment and to improve our guest and client experience the FCCFA is seeking to update its point-of-sale system (“POS”).

More information regarding the FCCFA can be found on its website: www.meetusincolumbus.com.

ARTICLE 2: GENERAL REQUIREMENTS

- a) All Forms of Proposal (bids), documentation of insurance, and other required forms (collectively, the “Bid Documents”), each fully executed, are to be submitted in sealed form and addressed to:

Franklin County Convention Facilities Authority
400 North High Street (4th Floor)
Columbus, Ohio 43215
Attention: Jordan Edmonds

- b) Submittals will be received until **August 11, 2022 at 4:00 PM EST** and will be publicly opened by the FCCFA at the location described above on August 11, 2022 at 4:00 PM EST. Bidders are invited to be present at the opening of the bids.
- c) Blank spaces in the Form of Proposal (“Bid Form”) must be completed and phraseology of the form must not be changed unless specifically instructed to do so in the following instructions or in any addenda issued. The Form of Proposal must be returned in its entirety and all pages must be in proper sequence. Additions must not be made to the items listed in the Form of Proposal and any conditions, limitations, or provisions attached to the Form of Proposal may render the bid nonresponsive and result in its rejection.

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- d) Any explanation, interpretation, correction or modification of the Technical Specifications or Bid Documents will be issued in the form of an addendum, which shall be the only means considered binding; explanations, interpretations, etc., made by any other means shall not be legally binding. All addenda shall become a part of the Contract Documents. Each change or addendum issued in relation to the Bid Documents will be mailed, faxed, or emailed to each firm registered as having received a set of the Bid Documents.
- e) Questions regarding the Bid Documents can be submitted in writing via email to Jordan Edmonds at jedmonds@fccfa.org. The FCCFA will provide answers to all questions and any clarifications, changes and/or other information deemed necessary as addenda to the documents. The deadline for submittal of questions is August 1, 2022, at 5:00 PM EST.
- f) The process schedule (which is subject to change) is as follows:

MILESTONE	DATE
Bid Documents Issue Date	July 21, 2022
Final Questions Deadline	August 1, 2022
Final Addendum	August 3, 2022
Bid Due Date/Bid Opening	August 11, 2022
Contract Execution	August 31, 2022

ARTICLE 3: BIDDING PROCEDURES

- a) Bidders shall utilize the Bid Form included in these documents to submit pricing to the FCCFA.
- b) Bidders shall provide pricing for the provision of a point-of-sale system as described herein. Failure to provide pricing on all required goods and services shall render the bid unresponsive and shall disqualify the Bidder from consideration.
- c) All products shall be furnished by the same manufacturer.
- d) If the Bid Form requires unit prices for each item, the unit prices shall include all costs related to that item (special instructions, shipping, handling, and installation, etc.).
- e) Bidders are reminded to sign and date their Bid Forms (in ink), and to be sure all required paperwork is included with their submittal.
- f) Bids shall be opened and read publicly at the time and place named in the notice and advertisement for bids. The time for opening bids shall be extended at the discretion of the FCCFA with no further advertising when an addendum to the plans or specifications is issued at least seventy-two (72) hours before the scheduled bid opening, excluding Saturdays, Sundays, and Legal Holidays.
- g) Subject to the right of the FCCFA to reject any or all bids, the FCCFA will award the contract for the work to the bidder submitting the lowest and best bid, taking into

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consideration accepted alternates. In determining which bid is the lowest and best bid, the FCCFA may take into consideration not only the amount of the bid but such of the following criteria as it, in its sole discretion, deems appropriate and may give such weight thereto as it deems appropriate:

- 1) The Bidder's financial ability to complete the contract successfully and on time;
 - 3) The Bidder's prior history of the successful and timely completion of similar projects;
 - 4) The Bidder's equipment and facilities;
 - 7) The Bidder's compliance with federal, state, and local laws, rules, and regulations, including but not limited to, the prevailing wage law and Occupational Safety and Health Act;
 - 8) Depending upon the type of work, other essential factors, as the FCCFA may determine.
- h) Acceptance of the bid within the 60-day period following the opening of bids automatically assumes that if materials, labor or other costs increase, such cost increases shall be absorbed by the Bidder. Award of contracts beyond the 60-day period shall be reviewed for increased costs after award of the contract only if the cause for delay is no fault of the bidder.
- i) If, in the opinion of the FCCFA, the acceptance of the lowest bid is not in the best interest of the FCCFA, the FCCFA may accept at its discretion, another bid so opened, or reject all bids and advertise for other bids. Such advertisement will be for such time, in such form and in such newspapers as may be directed by the Owner.
- j) No contract shall be awarded if the low bidder is more than 20% below the median of all other bids received for projects where the estimate is \$100,000 or more, and no contract shall be awarded if the low bidder is more than 25% below the median of all other bids received for projects where the estimate is less than \$100,000, unless the following occurs and/or are reviewed:
- 1) An interview with the contractor, the purpose of which is to determine what, if anything, has been overlooked in the bid in question, and to analyze the process envisioned by the contractor to complete the contract in question.
 - 2) The financial status of the bidder and its Surety based upon certified financial statements submitted by each.
 - 3) Receipt of written confirmation by the Surety that it has reviewed the bid in question.
 - 4) The record of the bidder in performing other public works projects in the past.

If after review and consideration, the acceptance of the lowest and best bid is not in the best interest of the Owner, the Owner may accept another proposal so opened or reject all proposals and advertise for other bids.

- k) The Owner reserves the right to disqualify bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices on the part of the bidder.

ARTICLE 4: EQUAL EMPLOYMENT OPPORTUNITY & NON-DISCRIMINATION BID REQUIREMENTS

The hiring of employees for the performance of work under this Request for Bids shall be done in accordance with Section 153.59 and 153.591 of the Ohio Revised Code and the FCCFA’s Diversity, Equity & Inclusion Policy. The Bidder shall not discriminate against or intimidate any person hired for the performance of the contract requirements by reason of race, color, religion, national origin, ancestry, sex, handicap, sexual orientation, gender identity or expression or any other basis prohibited by law. For any violation, the Bidder shall suffer such penalties as provided for in Section 153.60 of the Ohio Revised Code, and the purchase agreement. Failure to comply with the FCCFA’s Diversity, Equity & Inclusion policy will result in rejection of the bid.

ARTICLE 5: INSURANCE

- a) The Bidder shall take out and maintain during the life of the purchase agreement, such public liability (bodily injury and property damage) insurance as shall protect the Bidder from claims for personal injury, including accidental death, as well as from claims for property damage which may arise from operations under the purchase agreement, whether such operation be by itself or any subcontractor or by anyone directly or indirectly employed by either of them. Such insurance policy shall include the FCCFA and Levy Restaurants, the GCCC food and beverage manager, as named insureds. The Bidder shall maintain coverage of the types and in the amounts specified below. Submitting a certificate of insurance shall evidence proof of such insurance coverage. An “umbrella” type policy with the limits specified below may be submitted for this requirement, with the FCCFA and other entities as designated by the FCCFA as named insured.

The amount of such insurance shall be as follows:

Bodily Injury Liability:	
Each Person:	\$500,000.00
Each Accident:	\$1,000,000.00
Property Damage Liability.	
Each Person:	\$500,000.00
Each Accident:	\$1,000,000.00

Such insurance shall remain in full force and effect during the life of the contract. Insurance may not be changed or cancelled unless the FCCFA is notified in writing not

less than thirty (30) days prior to such change or cancellation. If any part of the goods or services is subcontracted, the Bidder is responsible for the subcontracted portions being adequately covered by the insurance described herein.

The Bidder assumes all risk of loss and damage to the equipment that occurs prior to delivery of the equipment to the FCCFA, unless such loss or damage occurs at the time the goods are being used or operated for the purposes designated by the FCCFA and such loss or damage is caused by an act of the FCCFA, its agents, or employees, which constitutes gross negligence or wanton misconduct.

- b) The Bidder shall take out and maintain, during the life of the purchase agreement, adequate worker's compensation insurance for all of the Bidder's employees at the site of the project, and in case any work is sublet, the Bidder shall require its subcontractors to similarly provide worker's compensation insurance for the latter's employees, unless such employees are covered by the protection afforded by the Bidder. The Bidder shall furnish a copy of the worker's compensation certificate showing that the Bidder has paid all industrial insurance premiums.

ARTICLE 6. FCCFA'S RIGHT TO WAIVE DEFECTS AND IRREGULARITIES

- a) The FCCFA reserves the right to waive any and all irregularities provided that the defects and irregularities do not affect the amount of the bid in any material respect or otherwise give the bidder a competitive advantage.
- b) By submitting the bid, the bidder agrees that (i) the FCCFA's determination of whether a defect or irregularity affects the amount of the bid in any material respect or otherwise gives the bidder a competitive advantage will be final and conclusive, and (ii) the bidder will pay the FCCFA's attorneys' and consultants' fees related to any challenge to the bid procedure or process, brought directly or indirectly by the bidder and/or any of its affiliates, which is unsuccessful.

ARTICLE 7: ADDITIONAL INSTRUCTIONS & INFORMATION

The FCCFA reserves the right to reject any bid in which the Bidder takes exception to the terms and conditions of this Request for Bids, including, but not limited to, the standards, specifications, and requirements specified herein, or submits prices that the FCCFA considers to be excessive compared to existing market conditions, or determines exceeds the available funds of the FCCFA.

The FCCFA reserves the right to reject, in whole or in part, any bid that the FCCFA determines, using the stated evaluation criteria, is not in the best interest of the FCCFA.

The FCCFA may conduct discussions with Bidders who submit bids for the purpose of clarifications or corrections regarding a bid to ensure full understanding of, and responsiveness to, the requirements specified in this Request for Bids.

A Bidder may withdraw their bid at any time prior to the award of a contract. The FCCFA may terminate negotiations with a Bidder at any time during the negotiation process if the Bidder fails to provide the necessary information for negotiations in a timely manner or fails to negotiate in

good faith. If the FCCFA terminates negotiations with a Bidder, the FCCFA shall negotiate with the Bidder whose bid is ranked the next most advantageous to the FCCFA, as determined by the evaluation criteria.

No Gratuities – Bidders shall not offer any gratuities, favors, or anything of monetary value to any official or employee of the FCCFA, nor its advisors for the purpose of influencing the selection process. Any attempt by the Bidder to influence the selection process, by any means, other than disclosure of qualifications and credentials through the proper channels, shall be grounds for exclusion from the selection process.

No False Information – Bidders who provide false or misleading information, whether intentional or not, in any of the documents presented to the FCCFA for consideration in the selection process shall be excluded.

Preparation Costs – Under no circumstances will the FCCFA be responsible for any costs incurred by anyone in (a) the submittal of bids; (b) in any subsequent follow-up to the submittal; (c) in any subsequent negotiations of a contract; or (d) in any other aspect of the effort to select a supplier.

Confidentiality – To the extent permitted by law, the FCCFA will make reasonable efforts to safeguard the confidential information submitted in response to this request for bids, provided that the information is conspicuously marked “CONFIDENTIAL”. The FCCFA will not be required to defend any litigation seeking disclosure of confidential information. The FCCFA will make reasonable efforts to notify the Bidder to provide the Bidder with an opportunity to defend any litigation seeking disclosure.

FCCFA Policies and Ordinances – Bidders should be aware of and therefore familiar with all pertinent ordinances and policies that will relate to contracting with the FCCFA. In the event of any inconsistency or conflict between the process or requirements set forth in this Request for Bids and FCCFA policies and procedures, or other requirements of law, such policies, ordinances, or other requirements shall take precedence.

ARTICLE 8: DIVERSITY, EQUITY & INCLUSION POLICY

It is the position of the FCCFA that discrimination of any kind based upon age, sex, race, color, religion, disability, national origin, genetic information, ethnicity, ancestry, sexual orientation, gender identity or expression, family or marital status, military or veteran status, or any other basis prohibited by the laws of the United States, the State of Ohio, or the City of Columbus (“Protected Status”) is prohibited. No person shall be unlawfully denied the benefit of, or otherwise be discriminated against in connection with their employment, the award or performance of any contract, or the modification of any contract or award.

The fundamental tenets of this DEI Policy are as follows:

- All Contractors shall have an equal opportunity to compete with respect to contracting and procurement activities of the FCCFA, regardless of age, sex, race, color, religion, disability, national origin, genetic information, ethnicity, ancestry, sexual orientation,

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gender identity or expression, family or marital status, military or veteran status, or any other Protected Status;

- No Contractor or FCCFA employee shall have engaged or shall engage in any kind of unlawful discrimination involving age, sex, race, color, religion, disability, national origin, ethnicity, ancestry, genetic information, sexual orientation, gender identity or expression, family or marital status, or any other Protected Status, whether or not such unlawful discrimination is related to the FCCFA or any contract with the FCCFA;
- The FCCFA and any Contractor seeking to do business with the FCCFA shall, whenever possible, craft bid specifications which enable MBE/WBE participation that is consistent with demographics for the City of Columbus;
- The FCCFA through its staff, facility management companies and other contractors will (i) monitor and provide periodic reports to the FCCFA Board of Directors regarding compliance by the FCCFA and its Contractors with this DEI Policy; (ii) collect and record information on the inclusion of minorities and women in their contracting, procurement, and workforce activities; and (iii) analyze data to evaluate the inclusion of minorities and women in the FCCFA's contracting, procurement, and workforce activities. Specific reporting requirements shall include:
 - Semi-annual diversity profile updates from all key service partners and facility management companies;
 - Documentation of contractor compliance with this DEI Policy in any recommendation of award presented to the FCCFA Board of Directors;
 - Monthly board reports describing MWBE participation rates for all ongoing construction projects.
- The FCCFA shall review this DEI Policy periodically to ensure that it effectively promotes and achieves diversity, equity, inclusion, non-discrimination and equal opportunity in connection with the FCCFA's operations, and all contracting and procurement activities; and
- All Contractors and employees shall comply with this DEI Policy. A Contractor's success or failure to comply with this DEI Policy will be a factor in any award of a contract to such Contractor. An employee's success or failure to comply with this DEI Policy will be a factor considered in connection with any disciplinary measures or continued employment with FCCFA.

The FCCFA through its staff, facility management companies and other contractors shall be responsible for implementing, monitoring and evaluating this DEI Policy.

If the FCCFA determines that the objectives of this DEI Policy are not being achieved, the FCCFA Board of Directors may, in their discretion, direct the Executive Director to conduct further investigations into the reasons for not achieving such objectives.

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This DEI Policy applies to all contracting and procurement activities of the FCCFA, including contracting for construction, professional and non-professional services and procurement of goods and supplies.

This DEI Policy shall be referenced in each bid and Request for Proposal or Qualifications document issued by the FCCFA. A Contractor's failure to comply with this DEI Policy may result in (a) debarment from participation in future FCCFA contracting opportunities, (b) liability for breach of contract and (c) the enforcement of any other remedies available under the related contract or applicable law.

END OF INSTRUCTIONS

Technical Specifications

General System Overview

Bidders shall provide pricing for the following quantities and types of equipment:

Quantity	Description
20	Traditional all-in-one POS solution including receipt printers and cash drawers. Units should be portable and able to be used with a mobile vendor setup.
12	Traditional all-in-one POS solution including receipt printers and cash drawers. These units will be used in permanent concession locations.
6	Easily moveable tablet-based POS units.
3	Kitchen display systems used to receive mobile orders in a commercial kitchen.

All equipment provided to the FCCFA under the purchase agreement shall include a 2-year manufacturer's warranty. Bids should also include pricing for the freight and shipping of the POS systems.

General Software Requirements

The software supporting the POS system should include the following basic capabilities:

1. Event Management
 - a. Event setup
 - b. Item maintenance
 - c. Inventory management (both POS and GOS)
 - d. Cash room functionality
 - e. Event reporting

Other Requirements

The selected vendor will have the capabilities to install and setup both the POS hardware and software, provide live support (during the initial launch of the system) and provide 24-hour IT support for the life of the equipment.

FORM OF PROPOSAL

Submitted By: _____

on: _____, 2022

To: Franklin County Convention Facilities Authority
400 North High Street, 4th Floor
Columbus, Ohio 43215-2096

having read the Bid Documents and examined the Technical Specifications entitled:

Bid Package 2022-1 – Point of Sale System

the undersigned proposes to furnish all materials and perform all labor as specified, described, shown, and required in the Contract Documents, and Technical Specifications, for the indicated sum.

(NOTE: Fill in all spaces of items being bid and quote the sum in both words and figures.)

Total material, labor and services for the project – **BID PACKAGE 2022-1 – Point of Sale System** for the lump sum amount of:

Dollars (\$ _____)

FRANKLIN COUNTY CONVENTION FACILITIES AUTHORITY

Diversity, Equity & Inclusion Policy

_____ hereby has reviewed the FCCFA’s diversity, equity & inclusion policy.

(Name of Contractor)

The contractor agrees to comply with all policy requirements and, directly or indirectly, (1) has not engaged, is not engaged, and will not engage in any kind of unlawful discrimination involving age, sex, race, color, religion, disability, national origin, genetic information, ethnicity, ancestry, sexual orientation, gender identity or expression, family or marital status, or military or veteran status, whether or not such discrimination is related to a contract or procurement activity with or for the FCCFA and (2) will not, for any purpose related to its engagement by the FCCFA, employ or contract with persons or businesses which the Contractor knows or has reason to know have engaged, are engaged, or will engage in any kind of unlawful discrimination involving age, sex, race, color, religion, disability, national origin, genetic information, ethnicity, ancestry, sexual orientation, gender identity or expression, family or marital status, or military or veteran status, whether or not such unlawful discrimination is related to a contract or procurement activity with or for the FCCFA. The contractor further agrees to incorporate these requirements in all subcontracts on this project regardless of tier.

Date: _____

Signature of Contractor or Authorized Representative

() Submitted own Affirmative Action Plan.

() Contractor has been certified as a minority and/or female owned business.

(Submit copy of certification as received from the federal government and/or any Ohio government unit or public authority).

Note: This certification must be filled and signed. Failure to comply may invalidate your bid.

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**DECLARATION OF INSURANCE TO THE
FRANKLIN COUNTY CONVENTION FACILITIES AUTHORITY**

THIS IS TO CERTIFY THAT THE FOLLOWING DESCRIBED POLICIES OF INSURANCE
HAVE BEEN ISSUED AND ARE IN FULL FORCE AND EFFECT AT THIS TIME:

1. Name Insured (Contractor):
2. Address:
3. Title and Location: Franklin County Convention Facilities Authority -
(Contract Job Site) Greater Columbus Convention Center
4. Project: Point of Sale System
5. Policy Number(s), Carriers and Expiration Dates:

LIMITS OF LIABILITY
IN \$1,000 AMOUNTS

TYPE OF INSURANCE	Each Occurrence	Aggregate
GENERAL LIABILITY		
Comprehensive Form	Bodily Injury \$	\$
Premises-Operations		
Broad Form Property Damage		

List any manuscript or unusual exclusions for forms and attach copies.

It is agreed that sixty (60) days written notice of cancellation or material change in the described policy(s) will be given to the holder of this certificate, known as the Franklin County Convention Facilities Authority, 400 North High Street, Columbus, OH 43215.

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Insurance Agency:

Address:

Telephone:

Contractor's Signature:

Agent's Signature:

Date: _____

Date: _____

**FRANKLIN COUNTY CONVENTION FACILITIES AUTHORITY
BIDDER'S REVIEW CERTIFICATE**

The undersigned acknowledges that:

- (1) the bidder's authorized agent has carefully read and understood all of the Bid Documents submitted for the POINT OF SALE SYSTEM at the Greater Columbus Convention Center, including, but not limited to, the Notice to Bidders, Instructions to Bidders, Form of Proposal, this Contractor's Review Certificate, Technical Specifications; and
- (2) the Bid Documents are sufficient and adequate for the undersigned to supply the necessary goods and services.

Dated: _____

Bidder: _____

By: _____

SIGNATURE

TYPED OR PRINTED NAME

Its: _____

NOTE: The Bidder should review the Bid Documents so that the Bidder can give the acknowledgments contained in this Certificate.

BIDDER RESPONSIBILITY ANALYSIS FORM

FRANKLIN COUNTY CONVENTION FACILITIES AUTHORITY DETERMINATION OF LOWEST AND BEST BID

This form must be completed in its entirety and submitted with the Bid Form. Attach additional sheets if necessary to provide complete answers to the questions below. Do not include any misleading statements and make sure to include all facts necessary to make the statements made not misleading. The term “Project” means the project for which the attached bid is submitted. All references to “**Bidder**” should be answered with respect to the **actual legal entity** submitting the bid.

Subject to the right of the FCCFA to reject any or all bids, the FCCFA will award the Contract for the Work to the Bidder submitting the lowest and best bid, taking into consideration accepted alternates. In determining which bid is the lowest and best bid, the FCCFA may take into consideration not only the amount of the bid but such of the following criteria as the FCCFA, in its sole discretion, deems appropriate, and may give such weight thereto as it deems appropriate:

Bidder Name _____

Bid Package No.: _____ Contract No(s): _____

Product (s) Supplied _____

1. Bidder shall provide all information listed below with its bid, unless otherwise noted. Failure to do so may, at the FCCFA’s discretion, result in rejection of the bid.
2. The FCCFA reserves the right to reject all bids.
3. On a separate sheet, provide information to demonstrate the Bidder’s previous performance on projects of similar size and scope.
4. Has the Bidder been in existence at least 36 months?

_____ Yes _____ No

5. Has the Bidder, or any principal, owner, officer, stockholder, affiliate or any person involved in the bidding, contracting or leasing process been cited in the last five (5) years for violations of or failure to comply with any laws including without limitation:

a. Workers’ compensation laws _____ Yes _____ No

b. Wage and hour laws _____ Yes _____ No
(including the Davis-Bacon Act and the Ohio
Prevailing Wage Act)

c. Unemployment laws _____ Yes _____ No

d. Tax laws _____ Yes _____ No

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- e. Fair Labor Standards Act _____ Yes _____ No
- f. Immigration laws _____ Yes _____ No
- g. Licensing requirements _____ Yes _____ No
- h. OSHA _____ Yes _____ No
- i. EPA _____ Yes _____ No
- j. Any items below: _____ Yes _____ No

1. A judgment or conviction for any business-related conduct constituting a crime under federal, state or local governmental law including, but not limited to, fraud, extortion, bribery, racketeering, price-fixing or bid collusion or any crime related to truthfulness and/or business conduct.
2. A criminal investigation or indictment for any business-related conduct constituting a crime under federal, state or local governmental law including, but not limited to, fraud, extortion, bribery, racketeering, price-fixing or bid collusion or any crime related to truthfulness and/or business conduct.
3. An unsatisfied judgment, injunction or lien for any business-related conduct obtained by any federal, state or local governmental agency including, but not limited to, judgments based on taxes owed and fines and penalties assessed by any federal, state, or local government agency.
4. An investigation for a civil or criminal violation for any business-related conduct by any federal, state or local agency.
5. A grant of immunity for any business-related conduct constituting a crime under federal, state or local governmental law including, but not limited to, fraud, extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness and/or business conduct.
6. An administrative proceeding or civil action seeking specific performance or restitution in connection with any federal, state or local contract or lease.
7. A sanction imposed as a result of judicial or administrative proceedings relative to any business or professional license.
8. A consent order with the Ohio Environmental Protection Agency, or a federal, state or local governmental enforcement determination involving a violation of federal, state, or local environmental laws.

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If yes, on a separate sheet, provide complete details including the date of each citation or violation; the nature of each violation; and the sanction for each violation. If the Bidder was fined, include the dollar amount.

For purposes of 5.a. above, a violation of the Workers’ Compensation laws is a determination by the Ohio Bureau of Workers Compensation that the contractor is not in compliance with Ohio Workers’ Compensation laws and regulations.

For purposes of 5.b. above, a violation of the Ohio Prevailing Wage Act is a determination by the Ohio Department of Commerce, Division of Labor and Worker Safety, Wage and Hour Division, or successor that the contractor is not in compliance with the provisions, duties, obligations and is subject to the remedies and penalties of Chapter 4115 of the Ohio Revised Code.

6. Does Bidder have any outstanding liens? If yes, on a separate sheet identify each circumstance and Bidder’s response.

_____ Yes _____ No

7. Has Bidder been party to litigation or arbitration proceedings in connection with any work performed, services rendered, or products supplied in the last five years? If yes, on a separate sheet, provide complete details, including dates, parties, whether Bidder was a plaintiff/claimant or defendant/respondent, the nature of the dispute and the ultimate determination or other resolution (i.e. settlement).

_____ Yes _____ No

8. Is the bidder a foreign corporation (i.e. not incorporated under the laws of Ohio) or an individual or partnership?

_____ Yes _____ No

9. If yes to Item 8 above, provide proof of a Certificate of Good Standing from the Secretary of State showing the right of the Bidder to do business in the State and/or proof of filing with the Secretary of State a Power of Attorney designating the Secretary of State as Bidder’s agent.

10. Bidder shall certify that the Bidder’s subcontractors / vendors shall meet all requirements contained herein.

The Undersigned certifies under oath that the information provided in the Bidder’s Responsibility Analysis herein and on all supplemental pages of explanation is true, complete and correct.

Company

By _____

Title _____

(Signature must be notarized)

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Sworn to and subscribed in my presence this _____ day of _____,

By _____, the _____ of
_____, a _____ on
behalf of the _____.

Notary Public

My Commission Expires.

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