



MID-OHIO REGIONAL  
**MORPC**  
PLANNING COMMISSION

## **REQUEST FOR PROPOSALS**

### **Electric Vehicle Charger Reliability and Accessibility Accelerator (EVC RAA)**

The Mid-Ohio Regional Planning Commission (MORPC) is requesting proposals from firms to provide professional services to repair and/or replace electric vehicle (EV) charging ports and/or charging stations.

MORPC is a voluntary association of local government communities in the 15-county Central Ohio area. Our organization strives to enhance the quality of life and competitive advantages of Central Ohio by working through local governments and other constituents. A catalyst for change, evidence of MORPC's work is seen every day through planning, programming, and services in the areas of housing, transportation, water, land use, economic development, environment, public policy, and technology. We assist our local government members by providing innovative solutions for the many challenges facing our growing region.

Consultants interested in being considered must submit proposals **in a PDF format to the email address below**. Proposals will be received by MORPC until **5:00 pm (EDT), October 4, 2024**

**Submit proposals to:**

Mid-Ohio Regional Planning Commission  
Attn: Michael Borger  
111 Liberty Street, Suite 100  
Columbus, OH 43215  
mborger@morpc.org

Proposals must arrive in the MORPC offices prior to the proposal due date and time. Facsimile submission will not be accepted.

All questions must be submitted in writing and should be submitted to Mike Borger via email at [mborger@morpc.org](mailto:mborger@morpc.org). No answers will be given over the phone. Written answers, including any amendments to the request for proposal, will be posted on MORPC's website. Responses to questions will be posted at HYPERLINK "<http://www.morpc.org/rfps-rfqs/>"<http://www.morpc.org/rfps-rfqs/>..

The Mid-Ohio Regional Planning Commission in accordance with Title VI of the Civil Rights Act of 1964 and the related nondiscrimination statutes, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all bidders including disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency in consideration for an award.

Neither MORPC nor any member agency of the Committee shall be liable for any costs incurred by the consultant in response to this RFP, or any costs incurred in connection with any discussions, correspondence or attendance at interviews or negotiation sessions.

All materials submitted in response to this RFP shall become the property of MORPC and may be returned only at MORPC's option.

All materials received shall be considered public information and shall be open to public inspection.

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## I. OVERVIEW/PROJECT BACKGROUND

The electric transportation transition is coming with automakers pledging to invest \$860 billion in EV production globally and major industry supply manufacturers, like Honda and Intel, are expanding their Central Ohio presence or relocating to the region. The electric vehicle (EV) market is forecasted to grow exponentially with over 26 million EVs forecasted on U.S. roads by 2030. In October 2023, Ohio passed the 4% adoption mark for the first time and had just crossed over the 3% mark in June of 2023. Yet, according to the Department of Energy's Alternative Fuel Data Center, there are several critical EV chargers throughout Central Ohio that need to be working but are currently unavailable and or broken.

To better prepare the region's EV infrastructure for this growth, the Mid-Ohio Regional Planning Commission (MORPC) applied for the **U.S. Department of Transportation (USDOT) Electric Vehicle Charger Reliability and Accessibility Accelerator** grant program. In March 2024, MORPC was awarded \$2 million in federal funding as part of a total project cost of \$2,500,000. The remaining 20% of the project cost, which amounts to \$500,000, represents the non-federal share (match) required by the funder. This funding will be used to repair or replace currently unavailable and broken chargers throughout MORPC's 15-county Central Ohio region.

The purpose of this award is to not only better Central Ohio's EV infrastructure but to also support the ongoing efforts from the Bipartisan Infrastructure Law (BIL), National Electric Vehicle Infrastructure (NEVI), and United States Department of Transportation (USDOT) to increase charger accessibility and reliability. Currently, there are more than 45 chargers (identified in the NOFO) that need to be repaired or replaced throughout Central Ohio. This will account for 180 L2 ports and 24 DCFC ports that will need to be repaired or replaced.

With the increased adoption of EV vehicles throughout Central Ohio, the need for reliable charging infrastructure is paramount. More importantly, this equipment must be consistently maintained via a certified Electric Vehicle Infrastructure Training Professional (EVITP) that is equipped with the proper skills to support the continued investment in EV infrastructure. These stations also must be updated to meet current NEVI standards, adhere to any required National Environmental Policy Act (NEPA) standards, and be supported by a maintenance agreement or warranty for no less than five years after repair or replacement.

## II. SCOPE OF SERVICES/PROJECT SCOPE/STUDY PURPOSE & APPROACH

Specific activities envisioned for the consultant work are divided into the following four (4) tasks. [00]

### 1. Site Assessment

- A certified EVITP will coordinate with site hosts to perform site inspections and evaluate the current condition of over 150 EV charging ports. Consultant will utilize this information to determine if stations need to be repaired or replaced and prioritize stations based on need, usage, timeframe required to order parts, and other agreed upon criteria with MORPC. For stations that will require repair or replacement, the consultant will be responsible for communication with the EV Network and Site Host and will complete and submit all required pre-construction paperwork to the FHWA, including a right of way certification.

## 2. Repair and/or Replace

- Once stations have been prioritized, the consultant will repair and or replace ports and or stations within the 12-month timeline using a minimally invasive approach that complies with both current NEVI and NEPA guidelines. **It is the responsibility of the consultant and a certified EVITP to ensure that the stations are operational and simultaneously accessible to both NACS and Type 1 connectors.** Per NEVI guidelines to note, it is a requirement of this grant that each site will have four ports available for use at the end of the 12-month period. (Note: If the consultant determines that a site can be repaired via an original warranty, these stations may not be prioritized. However, if the consultant is willing and able to facilitate that repair via a previous warranty, that would be acceptable. It will be up to the site host and the consultant to determine the best course of action.)
- *NEPA Guidelines:* Installation and replacement of EV charging equipment should adhere to the following conditions:
  - (1) take place in existing parking facilities with no major electrical infrastructure modifications and are located as close to an existing electrical service panel as practicable;
  - (2) use reversible, minimally invasive, non-permanent techniques to affix the infrastructure;
  - (3) minimize ground disturbance to the maximum extent possible, and ensure that it does not exceed previous levels of documented ground disturbance;
  - (4) use the lowest profile EVSE reasonably available that provides the necessary charging capacity;
  - (5) place the EVSE in a minimally visibly intrusive area; and
  - (6) use colors complementary to surrounding environment, where possible.
- *Friendship Park and Columbus Zoo & Aquarium*
  - i. Access to recreational areas of Friendship Park and the Columbus Zoo & Aquarium shall be maintained at all times, except for the time needed to temporarily occupy the property, which shall be less than the time needed for construction of the project.
  - ii. Appropriate signage shall be installed to alert users of Friendship Park and the Columbus Zoo & Aquarium of construction activities, access restrictions or closures, and to direct users to secondary access points as needed.
  - iii. The contractor shall be required to closely coordinate the construction schedule with the City of Gahanna Director of Operations and Parks and Recreation Department and the Columbus Zoo & Aquarium prior to the start of construction activities.

## 3. Maintenance

- The consultant will not only be required to ensure that stations are operational but will also (per the grant NOFO) be required to submit a plan for ongoing preventative maintenance, warranty, and software services to sustain full operability at no less than 97% of the time approved for no less than 5 years from date of completion.

## 4. Reporting

- The consultant will be responsible for providing periodic progress reports / invoices, including milestones, budget tracking, and final project completion report as deemed by MORPC and/or the Notice of Funding Opportunity to be in compliance with USDOT.

### **III. PROPOSAL FORMAT**

The proposal must address the following items in the following order. Failure of the proposal to respond to a specific requirement may be a basis for elimination from consideration during the comparative evaluation. MORPC reserves the right to accept or reject any or all proposals.

Each consultant shall submit a formal proposal not to exceed twenty (20) 8.5" x 11" pages (excluding tabs, dividers, etc.) and shall contain the following sections:

- A) Cover Letter
- B) Consultant's Personnel, Corporate Profile, & Project Organization Chart
- C) Consultant's Methodology / Work Plan
- D) List and Description of Deliverables
- E) Project Schedule
- F) Budget
- G) MORPC's Disadvantaged Business Enterprise (DBE) Goal Compliance / Subcontracting

#### **COVER LETTER**

The **cover letter** shall be signed by a representative authorized to legally bind the firm, and include:

- Name, telephone number, and e-mail address of a contact person with authority to answer questions regarding the proposal (ideally the day-to-day project manager for this work).
- Name, address, and phone number of a contact person to be notified regarding contractual issues.
- Identification of the firm as a corporation or other legal entity. Will meet the MORPC DBE goal and be signed by a representative authorized to legally bind the firm. At this time the DBE goal has been set at 0%.

The letter shall state that the proposer:

- Has sole and complete responsibility for delivery of the required services.
- Is presently not debarred, suspended, proposed for debarment, declared ineligible or involuntarily excluded from covered transactions by any federal department or agency or the Ohio Department of Transportation.

#### **CONSULTANT'S PERSONNEL, CORPORATE PROFILE, & PROJECT ORGANIZATION CHART**

Specific background information on key individuals who are anticipated to be assigned to the project should be included, most notably the project manager. Identify the location of the office where the majority of the work is to be performed. This section shall also provide an overview of each key personnel working on the project and show their relationship to the firm and their affiliations. Identify any diversity and inclusion efforts the consultant is taking or will take.

#### **CONSULTANT'S METHODOLOGY / WORK PLAN.**

This section shall indicate the consultant's understanding of the project scope of work, a definition of the scope of the project (including a discussion of the tasks to be performed to accomplish the scope of work), a definition of the final product, and the consultant's approach to the project (including the estimated time of completion for key tasks, phase deliverables, and identification of the Committee's roles in the project).

The consultant's proposal shall contain a step-by-step explanation and description of the methodology to be employed and how the methodology addresses MORPC's scope of work. The consultant's proposal shall further contain a detailed level of effort. In addition, please explain any aspect of your method that is unique or innovative.

Also, administrative information, such as the consultant's status reporting procedures and the consultant's approach to effective communication with MORPC personnel and subconsultants, shall be included.

## **PROJECT SCHEDULE**

Included as part of the proposal, the proposer shall provide a schedule identifying all tasks and sub-tasks, all deliverables, and time in the scope of work. The project should be completed by October 26, 2025. If the consultant believes this will adversely affect the quality of the project, the consultant should explain why.

### Proposed Timeline:

(Grant agreement executed on 08/26/2024, start of one-year timeline)  
Proposals due on 10/04/2024  
Selection and initial scope meeting the week of 10/14/2024  
Target to begin work on 11/1/2024  
Six-month report due on 02/12/2025  
Grant will close out on 08/26/2025

If the proposal is not received when due or if it does not include the requested information, it may be dropped from further consideration.

## **BUDGET**

The total award amount available for the Consultant under this project is \$2,200,000. Of this total, the Consultant is responsible for the required match of \$500,000, which is the non-federal share of the total project cost. The selected Consultant must document all expenses incurred for the project but will only be reimbursed for up to \$1,700,000 of these costs. The remaining \$500,000 will not be reimbursed and will be considered the Consultant's matching contribution to the total project.

To clarify:

- Total Costs Incurred: The Consultant must accurately document all actual costs incurred up to \$2,200,000 (or more if applicable).
- Reimbursed Amount: The Consultant will submit invoices reflecting the total costs incurred, but the grantee (MORPC) will reimburse only up to \$1,700,000 of those costs.
- Match Contribution: The difference between the total costs documented by the Consultant and the amount reimbursed by the grantee (up to \$500,000) will count as the total project required matching contribution.

Additionally, MORPC will provide grant services for the project, including:

- project and contract management,
- data and GIS support,
- public involvement (facilitation assistance and facility use), and
- website hosting if necessary.

The proposer should be aware that it is the goal of MORPC to process and pay properly prepared and submitted invoices within 60 days, although that is not guaranteed. Improperly prepared and submitted invoices will be returned and will consequently not be processed and paid within the 60-day goal. Proof of payment will be required for all charges included on invoices.

### ***MORPC DISADVANTAGED BUSINESS ENTERPRISE (DBE) COMPLIANCE / SUBCONTRACTING***

#### **DBE Firm Participation**

Working in cooperation with ODOT, a 0% percent disadvantaged business enterprise (DBE) goal has been established for this contract per requirements of the U.S. Department of Transportation (USDOT). Respondents are expected to meet or exceed this goal. DBE firms must be certified through the Ohio Unified Certification Program. This section shall include a description of how the contractor will meet or exceed the 0% percent DBE goal. MORPC will expect contractors to meet the DBE percentage included in their contract and will require ongoing reporting of this percentage during the contract life. MORPC will also include DBE prompt payment requirements in all contracts.

List items of work that are proposed to be subcontracted for this project, the proposed utilization of the sub-contractor(s), the name(s) of the sub-contractor(s), and the percentage of work expected to be performed by each. Discuss their qualifications and the basis for their selection.

## **IV. PROCUREMENT PROCESS**

### ***RFP TIMELINE***

The schedule for the RFP is given below. Dates are tentative and may be modified by MORPC as necessary.

<b>Key Date</b>	<b>Event</b>
9/5/2024	RFP is posted on MORPC website for interested parties to retrieve
10/04/2024	Completed proposals due to MORPC by 5:00 p.m.
Week of 10/14/2024	Evaluation Committee makes recommendation
Week of 10/14/2024	Interviews at MORPC, if required
Week of 10/14/2024	Selection and Initial Kick-Off Meeting
10/23/2024	Contact all bidders regarding awards to be made
TBD	MORPC Board meeting to approve resolution / award contract
10/31/2024	Contract finalized
11/1/2024	Project begins

The selection of the project consultant will follow a multi-step process. The first step will be an evaluation of the written proposals using the criteria listed below.



## **EVALUATION CRITERIA**

The evaluation criteria are as follows:

- 1. General Quality & Adequacy of Response (20%)**
  - a. Completeness and thoroughness
  - b. Responsiveness to terms and conditions
  - c. Overall impression
  
- 2. Organization, Personnel, Experience & Project Management (40%)**
  - a. Qualifications and experience of proposed personnel, including project manager
  - b. Relevant knowledge, skills, & experience with the project
  - c. Experience working with similar clients
  - d. Demonstrated capacity to do the work
  - e. Study Area Understanding/Local Presence:
    - i. Familiarity with the study area's characteristics
    - ii. Familiarity with the study area's economy, culture, and environment
    - iii. Capacity to locally coordinate and administer the project
  
- 3. Technical Approach & Work Plan (40%)**
  - a. Clarity and organization in concept development
  - b. Quality and quantity of services to be rendered
  - c. Approach to study, including the ability to derive creative solutions. Clear description of elements of the work plan
  - d. Addresses expected outcomes:
    - i. Identifies who will do the work
    - ii. Includes realistic & sufficient timelines
    - iii. Includes reasonable & useful reporting timelines
  - e. Specialized experience relevant to the work scope and proposed costs, if known

## **EVALUATION COMMITTEE**

An evaluation committee has been formed consisting of MORPC staff that include subject matter experts who will not benefit from this award. The committee will conduct the evaluation of proposals and reserves the right to reject any and all proposals in whole or in part received in response to this request.

## **CLARIFICATION INTERVIEWS**

At MORPC's discretion, the consultant may be required to answer questions about the proposal. The purpose of the interview is to provide clarification of information presented in the written proposal.

If interviews are necessary, MORPC will contact the consultant's authorized representative to schedule the time, date, and method of interview (e.g., in-person presentation or conference call).

- The interview will be within two weeks of notification.
- The interview will be given by the Committee. If in-persons interviews are requested, the consultant must comply at no cost or obligation to MORPC.
- A consultant's refusal to make a presentation as described shall result in the consultant's proposal being rejected from consideration for the project.

## **SELECTION AND NEGOTIATIONS**

Based on the evaluation of the proposals, the most qualified consultant will be selected. If negotiation with the highest ranked consultant fails to result in a mutually acceptable agreement, MORPC will notify that firm in writing of the termination of negotiations. The next highest ranked consultant, as determined by the earlier technical proposal evaluation, will then be invited to enter into negotiations with MORPC. If negotiations again fail, the same procedure shall be followed, with each next most qualified firm until a contract has been negotiated. If the remaining proposals are considered not to be qualified, the notification and selection processes will be repeated.

## **V. ADMINISTRATIVE & ORGANIZATIONAL ELEMENTS**

### **STUDY ORGANIZATION**

The technical components of the study will be prepared by a consultant to be selected through the RFP process. The consultant will work with the Project Manager of MORPC to coordinate routine exchange of data and overall project supervision. Technical components of the study will be regularly presented to the Committee members whose roles are to review and confirm the results.

#### Role of MORPC

MORPC will manage the entire study. MORPC conducts the RFP process and will, together with the Committee, select the consultant to perform the study as described in this scope. MORPC will also provide limited assistance to the consultant in the various tasks of the project scope as described in Section II.

#### Role of the Consultant

The consultant is to conduct technical, institutional assessments as well as the completion of repairs and replacements of EV charging stations as outlined in their proposal and refined in contract discussions to complete the tasks in Section II.

### **REPORTING**

#### Interim Report

The consultant shall prepare a technical memo mid-year and also complete a required 425 form. This memo shall describe the stations that have been assessed, repaired, replaced, or processed through a manufacturer's warranty. The Interim report shall be provided in electronic format. All components of a single technical memo would be combined into a single file in Microsoft Word or Adobe Acrobat (PDF) format. Page sizes shall be limited to 8.5" x 11" or 11" x 17".

Additional Note: It is expected that the consultant will submit monthly invoices for stations that have been repaired and/or replaced for billing purposes. These may count as the "interim reports" unless otherwise suggested by the consultant.

#### Final Report

A final report will consist of a final technical memo and will serve as a basis for the formal final report at the close of this grant. In addition to this report, the consultant **may** be asked to provide and/or present the interim findings before the Committee at the end of the project or at appropriate milestone points. The consultant **may** be asked to prepare presentation materials (display graphics, Power Point presentations, and written summaries) at specified milestones throughout the study as suggested by MORPC.

The Final Report shall be provided in electronic format and emailed to members of the committee. All components of the Final Draft Report would be combined into a single file in Microsoft Word or Adobe Acrobat (PDF) format. Page sizes shall be limited to 8.5" x 11" or 11" x 17". The document will be supported by any previously submitted technical memorandums. The Final Report may be the culmination of the previously submitted mid-year report, invoices, etc.

## **VI. PROPOSAL TERMS & CONDITIONS**

### *Evaluation of Proposal Compliance with Specifications*

Understanding that no consultant may completely meet all requirements of the specifications, MORPC reserves the sole right to determine whether a proposal substantially complies with the specifications; accept, negotiate modifications to, or reject the terms of any proposal; and waive the right to accept a part, or parts, of a proposal, unless otherwise restricted in the proposal.

### *Modification and/or Withdrawal of Proposals*

Modifications of the submitted proposal must be received by the designated due date specified. Withdrawal of proposals will be allowed only in those cases in which a written request to withdraw a Proposal is received by MORPC prior to the date and hour for receiving and opening Proposals. In such case, same will be returned to consultant unopened.

### *Proposer Qualifications*

MORPC may require all proposers to submit evidence of qualifications, and may consider any evidence of the financial, technical, and other qualifications and abilities. MORPC will not award a contract to a proposer who, in its opinion, is not fully qualified on the basis of financial resources and responsibility, possession of adequate equipment, personnel, experience, and past record of performance to perform the obligation to be undertaken competently and without delay.

### *Award of Contract*

Each consultant acknowledges that MORPC will use its discretion and judgment in making the final decision and further acknowledges that no claim by the consultant will arise in any way relating to the exercise of that judgment by MORPC. MORPC reserves the right to accept the Proposal deemed to be in the best interest of MORPC or to reject any and all Proposals.

MORPC's Executive Director is the only individual who may legally commit MORPC to the expenditure of public funds. No cost chargeable to the proposed contract may be incurred before receipt of either a fully executed contract or a specific, written authorization to proceed.

## **GENERAL INFORMATION & REQUIREMENTS**

### *Compliance with US DOT Regulations*

The project will be funded by federal transportation funds. Consequently, the consultant must comply with all U.S. Department of Transportation regulations pertaining to federal transportation planning studies and non-discrimination in federally assisted programs.

It may be determined during the course of the project that some project sites may require additional work related to environmental analysis. Any contaminated materials must be handled in accordance with ODOT specs and state and local requirements.

### NEPA Reevaluation

Reevaluation of NEPA approval will occur if there are any changes to the proposed action. Changes may include 1) changes in scope or location, 2) changes in ability of project to deliver environmental commitments as promised to agencies and/or parties, 3) identification of new environmental impacts not considered in the NEPA document, 4) new information or circumstances relevant to environmental concerns with bearing on the proposed action or its impacts, which would result in substantial environmental impact not considered in the NEPA document.

### Ownership of Products

MORPC will retain the copyright for all data, materials, information, processes, studies, reports, surveys, proposals, plans, codes, scientific information, technological information, regulations, maps, equipment, charts, schedules, photographs, exhibits, software, software source code, documentation, and other materials and property that are prepared, developed or created under or in connection with this project. Therefore, the submitter should anticipate that all products of this work effort will become the property of MORPC who will make them available to other government agencies and their contractors. Note: MORPC does not and will not own any EV sites or equipment.

### Deviation Clause

The consultant's attention is called to the condition that, if awarded a contract, the consultants will be required to furnish the particular item referred to in strict accordance with the specifications or descriptions as proposed, unless a departure or substitution is clearly noted and described in the proposal, along with the reasons, therefore.

### Tax Exemption

MORPC is exempt from the payment of federal excise and transportation taxes levied under the provisions of the Internal Revenue Code. MORPC is also exempt from Ohio State Gross Retail (sales tax). The successful consultants will be furnished with any certificates of exemption required.

## **MORPC STATEMENTS ON DIVERSITY & INCLUSION**

### Equal Opportunity

The consultant agrees that it will not discriminate against any employee, applicant for employment, or sub-contractor and that it will take affirmative action to insure that employees, applicants and sub-contractors are treated equally during employment without regard to race, color, creed, religion, ancestry, national origin, gender or sex (including pregnancy, gender identification or expression, and sexual orientation), gender identity or expression, age (including federally protected 40 years or older), disability or other handicap, genetic information, marital/familial status, military status (past, present or future), limited English proficiency, medical conditions, or income or status with regard to public assistance.

### Disadvantaged Vendors

Disadvantaged Vendors shall have the maximum opportunity to participate in the performance of contracts financed under this solicitation. In this regard, all proposers shall take all necessary and reasonable steps to ensure that minority vendors have the maximum opportunity to compete for and perform any subcontracts. Also, proposing firms are encouraged to notify MORPC if they meet one of the disadvantaged vendor designations, such as Minority Business Enterprise (MBE), Small Business Enterprise (SBE), or Women-owned Business Enterprise (WBE).

## **CONTRACTING REQUIREMENTS**

The following are not part of the proposal requirements but will be requirements in the contract in addition to other contractual requirements. *Please also note that prior to negotiation, the firm selected for negotiation must provide average hourly rates for personnel assigned and a copy of the last audited financial statement.*

### Compensation

A not-to-exceed contract amount based on satisfactory work performed and products and services produced will be entered into after negotiations between MORPC and the selected firm.

Alternative compensation models may be considered.

During contract negotiations, the selected firm must provide individually priced and prioritized tasks to be completed "if authorized." The sequencing of work tasks must be done in such a way that successful completion of earlier tasks is not dependent upon the completion of later tasks.

### Cancellation

MORPC reserves the right to cancel any contract for failure or refusal of performance, fraud, deceit, misrepresentation, collusion, or any other misconduct on the part of the consultant.

### Unresolved Finding for Recovery

The selected consultant affirmatively represents and warrants to MORPC that it is not subject to a finding for recovery under ORC 9.24 or that it has taken appropriate remedial steps required under ORC 9.24 or otherwise qualifies under that section. The consultant agrees that if this representation or warranty is deemed to be false, the agreement shall be void *ab initio* as between the parties to this agreement, and any funds paid by MORPC to the consultant hereunder shall be repaid to MORPC immediately, or an action for recovery may be commenced immediately by MORPC for recovery of said funds.

### Covenants of Consultant

The consultant will be required to covenant and warrant the following:

- a) Consultant is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contract, supported in whole or in part by the funding sources for this project;
- b) Consultant has not within a three (3) year period had one or more public transactions terminated for cause or default;
- c) Consultant will comply with the provisions of Section 1352, Title 31 of the U.S. Code, which prohibits the use of federal funds to lobby any official or employee of any federal agency, or member or employee of Congress; and to disclose any lobbying activities in connection with federal funds.