

REQUEST FOR PROPOSALS (RFP)

**Town of Peshtigo
Marinette County, Wisconsin
REQUEST FOR PROPOSALS (RFP)
For
Grant Administration of CDBG-CV Grant**

**Town of Peshtigo CDBG-CV Grant
A Community Development Block Grant
CDBG Coronavirus Program Project**

August 24th, 2022

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Invitation to Submit Proposal

Introduction

The Town of Peshtigo, Wisconsin, is seeking proposals for consulting services for the Town of Peshtigo CDBG, CV Grant Project, for which the Town of Peshtigo has secured Community Development Block Grant (CDBG) Coronavirus (CDBG-CV) funding. Proposals will be accepted for grant administration services for the CDBG project (three scope of work options will be detailed).

Minimum requirements include previous experience in Grant Administration on CDBG or similar state/federally funded projects. Proposals will be accepted from individuals, firms, or groups of firms with the demonstrated expertise and experience in these areas of practice.

Contact Information

All interested persons and firms should contact Cindy Boyle, Chairwoman, Monday-Friday at 715-923-5274 or topchair@townofpeshtigo.org to request the RFP packet or additional information, as needed.

Persons/firms that intend to submit a proposal should send notification of intent to the Town of Peshtigo with the person's/firm's name and contact information in case of addenda or other changes. Those who the Town of Peshtigo has sent an RFP and those who have provided contact information through a request for a copy of the RFP or through a notification of intent will receive all information regarding the RFP. The information may include, but is not limited to, any amendments to the RFP, answers to inquiries received regarding the RFP, or changes to the RFP schedule.

Questions Regarding This RFP

This solicitation contains a description of the project and services required. Interested proposers have the responsibility of understanding what is required by this solicitation. During the review of the RFP, if the Proposer discovers any errors, omissions or ambiguities within the RFP, they should identify them in writing and call them to the immediate attention of the Town of Peshtigo prior to the RFP submission deadline. The Town of Peshtigo shall not be held responsible for any person's/firm's lack of understanding of the project.

Questions for clarification concerning this RFP must be in writing and received via email to Cindy Boyle, Town Chairwoman at topchair@townofpeshtigo.org on or before September 2, 2022. After this date, questions involving the content or intent of the proposal will not be answered. All questions will be responded to by Cindy Boyle, Town Chairwoman, in writing via email, and provided to all parties via the Townofpeshtigo.org website; all parties requesting an RFP for which the UGLG has the contact information will receive copies of the UGLG's responses to questions via email, and treated as an addendum to the RFP packet.

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The Town of Peshtigo makes no representations as to the conditions of the project other than those representations made herein, and no employee or any other representative of the Town of Peshtigo has the authority to make any oral or written representations as to the conditions of the project. Persons/firms should only contact the person designated above regarding this RFP and should not contact the Town of Peshtigo CDBG-CV committee members, or any other Town of Peshtigo staff for clarification on this RFP.

Addenda Interpretations

If it becomes necessary to revise any part of this RFP, a written addendum will be provided. The Town of Peshtigo is not bound by any oral clarifications changing the scope of the work for this project. All addenda issued by the Town of Peshtigo will become part of the official RFP and will be emailed to all Proposers of record based upon contact information on record at the original time of issuance or subsequently provided.

Proposal Requirements

Directions for Submittal

Proposals must be received via direct submittals to Cindy Boyle, Town Chairwoman, Town of Peshtigo, labeled "ATTN: Town of Peshtigo CDBG-CV Project RFP Review Committee", via email to topchair@townofpeshtigo.org with the Subject of "ATTN: CDBG-CV Administration Proposal, Project RFP Review Committee", no later than September 9, 2022. The Town of Peshtigo reserves the right to reject any and all Proposals not meeting the requirements of this Request for Proposals for consulting services.

Persons requesting ADA assistance accommodations for hearing and speech impaired may contact Cindy Boyle, Town Chairperson at topchair@townofpeshtigo.org

Individuals/firms interested in being considered for this project must submit a proposal detailing qualifications, technical expertise, management and staff capabilities, related prior experience, and a detailed cost estimate for the Scope of Services described above. The objective of the competitive process is to objectively select the firm that will provide high-quality, efficient, and cost-effective services. The selected person(s)/firm(s) will be invited to contract with the Town of Peshtigo for grant administration services.

Exhibit III, attached to this RFP, represents the qualifications sought for the Grant Administration services. These criteria have been established to assure the Community of professional expertise with adequate experience and capacity to ensure successful completion of the proposed project within the allocated time constraints.

Exhibit IV, attached hereto, is a Rating System that will be utilized for selection of the consultant. This rating system will be employed in determining which proposal best meets the needs as outlined in this RFP.

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Proposal Contents

1. Cover Letter.
2. Project scope statement describing the work to be undertaken, include the services outlined in the RFP, and any modifications or expansion of the scope provided in order to deliver the administration services.
3. Project coordination plan indicating mechanisms proposed to coordinate the work effort.
4. Proposer's profile and a clear concise statement with:
 - a. Example indicating past performance and familiarity with the type of work detailed
5. Copy of professional services agreement.

Proposal Format

The proposal must be submitted in typed format with the items to be included in the proposal placed in the same order as described in above. The proposal must be signed by the submitter or authorized representative and dated. The pages of the proposal must be numbered in consecutive order and should not exceed the maximum sheet size of 8.5" x 11." The name, mailing address, phone number and email address of the Proposer should be placed in the upper left corner on the cover page of the Proposal.

Selection Process Schedule

The Town of Peshtigo anticipates authorizing a contract for this work in September, 2022 with a notice to proceed no later than September, 2022. The scope of services will take place over 18-month period. The Town of Peshtigo's goal is to have the CDBG-CV administration project completed within timelines specified in grant award schedules. Responding persons/firms should comment on the schedule as part of their proposal and state how realistic it is to achieve substantial completion of the work within the schedule. Administrator would be responsible for amendments to grant.

Other Conditions of Proposal Submittal

1. No proposal will be accepted from any person, firm or entity that is in arrears for any obligation to the The Town of Peshtigo, is debarred from contracting for federally funded projects, or that otherwise may be deemed irresponsible, unqualified or unresponsive by the Town of Peshtigo.
2. All Proposals submitted become public information and may be reviewed by anyone requesting to do so at the conclusion of the evaluation process.
3. Requirements and conditions of employment and contracting to be observed for compliance with Conflict of Interest and Lobbying regulations apply to this project. Please review the construction contract and construction contractors listed in *Chapter 3: Procurement & Contracting* of the *CDBG Implementation Handbook*, e.g. Affirmative Action, Equal Opportunity, Minority Business Enterprise/Woman Business Enterprise (MBE/WBE), Federal Labor Standards Provisions, Davis-Bacon and Related Acts (DBRA), and Section 3. <https://doa.wi.gov/Pages/LocalGovtsGrants/CDBGImplementationHandbook.aspx> Refer to **Exhibit II** attachments for the CDBG project requirements.

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4. All activities for the project must comply with the CDBG program regulations and policies set forth in [24 CFR 570](#) and the State of Wisconsin CDBG Program *Implementation Handbook* referenced in **Exhibit II**.

Scope of Services & Deliverables

The selected person(s)/firm(s) will serve as and perform the functions of the Grant Administrator for a Community Development Block Grant award including the following:

- Preparing and submitting CDBG contract and amendment documents, as applicable
- Managing the CDBG Project records
- Preparing and submitting applicable Environmental Record documents for the CDBG Project
- Coordinating Citizen Participation meeting(s) and maintaining and submitting required records for Citizen Participation for the CDBG Project
- Completing compliance activities for CDBG Project federal labor standards as applicable
- Preparing and submitting CDBG reporting documents for the CDBG Project, including but may not be limited to Semi-Annual Reports, Single Audit Statements, Section 3 Reports, Equal Opportunity/Minority Business Enterprise/Women Business Enterprise (MBE/WBE) Reports, Labor Standards Reports.
- Preparing and submitting CDBG monitoring documents and responding to monitoring requirements as applicable for the CDBG Project.
- Manage/execute procurement and purchasing of materials and equipment as listed in the "Scope of Work" of this RFP.
- Managing financial records for the CDBG Project and preparing and submitting CDBG requests for payment and related required documentation.
- Attending and participating in Town of Peshtigo CDBG-CV Committee and/or Board meetings as necessary for the CDBG Project.
- Preparing and submitting the CDBG Project Completion Report and Financial Certification of Completion and supporting documents.
- Complying with CDBG regulations and policies applicable to the Project.
- Participate in the Fall 2022 CDBG Implementation Training webinar presented by the Department of Administration Division of Energy, Housing and Community Resources (date TBA)
- Amendments to grant as needed.

SCOPE OF WORK OPTIONS: Applicant may provide a proposal for any of the scopes detailed below and are NOT required to bid on all. (*see comprehensive grant overview for details of each project: attached PDF*)

SCOPE A: Professional services to include all 8 activities

Activity 1. Procurement/purchasing of Covid-19 Response Related Protective Equipment and Supplies for EMS - Fire Dept.: Purchasing budget = \$9,000 (multiple items).

Activity 2. Procurement/purchasing and installation of Covid-19 Response Related Protective Equipment and Apparatus Measures: Purchasing/Installation budget = \$31,000 (multiple items).

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Activity 3. Purchasing/procurement of Covid-19 Response Related Protective Equipment and Supplies for Town Hall: Purchasing budget = \$500 (multiple items).

Activity 4. Purchasing/procurement of Electronic/Online Training Equipment (includes High Tech Smartboard): Purchasing budget = \$10,000 (multiple items).

Activity 5. Procurement/purchasing of Emergency Rescue Squad (sub-grantee) COVID-19 Response Equipment and Supplies: Purchasing budget = \$50,000 (multiple items).

Activity 6. Procurement and contracting and oversight of labor standards compliance for Town Hall Air Filtration/Quality System Installation: Total System Installation budget = \$150,000.

Activity 7. Procurement and contracting and oversight of labor standards compliance for Town Hall Office Remodel: Remodel budget = \$20,000.

Activity 8. Procurement/purchasing of Peshtigo Food Pantry (sub-grantee) Covid-19 Response Resources and Supplies: Purchasing budget of \$65,000.

SCOPE B: Professional services to include 6 activities

Activity 1. Procurement/purchasing of Covid-19 Response Related Protective Equipment and Supplies for EMS - Fire Dept.: Purchasing budget = \$9,000 (multiple items).

Activity 2. Procurement/purchasing and installation of Covid-19 Response Related Protective Equipment and Apparatus Measures: Purchasing/Installation budget = \$31,000 (multiple items).

Activity 3. Purchasing/procurement of Covid-19 Response Related Protective Equipment and Supplies for Town Hall: Purchasing budget = \$500 (multiple items).

Activity 4. Purchasing/procurement of Electronic/Online Training Equipment (includes High Tech Smartboard): Purchasing budget = \$10,000 (multiple items).

Activity 5. Procurement/purchasing of Emergency Rescue Squad (sub-grantee) COVID-19 Response Equipment and Supplies: Purchasing budget = \$50,000 (multiple items).

Activity 8. Procurement/purchasing of Peshtigo Food Pantry (sub-grantee) Covid-19 Response Resources and Supplies: Purchasing budget of \$65,000.

SCOPE C: Professional services to include 4 activities

Activity 5. Procurement/purchasing of Emergency Rescue Squad (sub-grantee) COVID-19 Response Equipment and Supplies: Purchasing budget = \$50,000 (multiple items).

Activity 6. Procurement and contracting and oversight of labor standards compliance for Town Hall Air Filtration/Quality System Installation: Total System Installation budget = \$150,000.

Activity 7. Procurement and contracting and oversight of labor standards compliance for Town Hall Office Remodel: Remodel budget = \$20,000.

Activity 8. Procurement/purchasing of Peshtigo Food Pantry (sub-grantee) Covid-19 Response Resources and Supplies: Purchasing budget of \$65,000.

SCOPE D: Professional services to include 2 activities

Activity 5. Procurement/purchasing of Emergency Rescue Squad (sub-grantee) COVID-19 Response Equipment; implement bid process on Lucus Three Chest Compression and Cardiac Monitor based on Town supplied specifications: Purchasing budget = \$50,000 (multiple items).

Activity 8. Procurement/purchasing of Peshtigo Food Pantry (sub-grantee) Covid-19 Response Resources and Supplies: Purchasing budget of \$65,000.

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Evaluation and Selection

Final selection of the planning and grant administration provider will be based upon the maximum total points scored as set forth in the Rating System in **Exhibit IV**.

The Town of Peshtigo reserves the right to negotiate a contract with the services provider selected to perform the professional services required.

The Town of Peshtigo, Marinette County, Wisconsin reserves the right to reject any and all responses submitted.

The Town of Peshtigo, Marinette County, Wisconsin reserves right to determine how many scopes of work it chooses to do based on funds available for use within CDBG-CV grant.

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EXHIBIT I

State and Federal Regulatory Requirements for CDBG-Assisted Projects

REFER TO EXHIBIT II ATTACHMENTS FOR:

1. POTENTIAL CONFLICT OF INTEREST DISCLOSURE: [See Attached](#)
2. CONFLICT OF INTEREST CLAUSE:

STATE OF WISCONSIN CDBG IMPLEMENTATION HANDBOOK: ATTACHMENT 3-C:
24 CFR 570.489(h) CONFLICT OF INTEREST CLAUSE

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24 CFR 570.489(h) CONFLICT OF INTEREST CLAUSE
FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS

Code of Federal Regulations Title 24 570.489(h) Program
administrative requirements

(h) Conflict of interest:

(1) Applicability. (i) In the procurement of supplies, equipment, construction, and services by the States, units of local general governments, and sub-recipients, the conflict of interest provisions in paragraph (g) of this section shall apply.

(ii) In all cases not governed by paragraph (g) of this section, this paragraph (h) shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance with CDBG funds by the unit of general local government or its sub-recipients, to individuals, businesses and other private entities.

(2) Conflicts prohibited. Except for eligible administrative or personnel costs, the general rule is that no persons described in paragraph (h)(3) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this subpart or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from the activity, or have an interest or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.

(3) Persons covered. The conflict of interest provisions for paragraph (h)(2) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or sub-recipients which are receiving CDBG funds.

(4) Exceptions: Thresholds requirements. Upon written request by the State, an exception to the provisions of paragraph (h)(2) of this section involving an employee, agent, consultant, officer, or elected official or appointed official of the state may be granted by HUD on a case-by-case basis. In all other cases, the state may grant such an exception upon written request of the unit of general local government provided the state shall fully document its determination in compliance with all requirements of paragraph (h)(4) of this section including the state's position with respect to each factor at paragraph (h)(5) of this section and such documentation shall be available for review by the public and by HUD.

An exception may be granted after it is determined that such an exception will serve to further the purpose of the Act and the effective and efficient administration of the program or project of the state or unit of general local government as appropriate. An exception may be considered only after the state or unit of general local government, as appropriate, has provided the following:

(i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and

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STATE OF WISCONSIN CDBG IMPLEMENTATION HANDBOOK: ATTACHMENT 3-C:
24 CFR 570.489(h) CONFLICT OF INTEREST CLAUSE

(ii) An opinion of the attorney for the state or the unit of general local government, as appropriate, that the interest for which the exception is sought would not violate state or local law.

(5) Factors to be considered for exceptions. In determining whether to grant a requested exception after the requirements of paragraph (h)(4) of this section have been satisfactorily met, the cumulative effect of the following factors, where applicable, shall be considered:

(i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project which would otherwise not be available;

(ii) Whether an opportunity was provided for open competitive bidding or negotiation;

(iii) Whether the person affected is a member of a group or class of low or moderate income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;

(iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decision-making process with respect to the specific assisted activity in question;

(v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (h)(3) of this section;

(vi) Whether undue hardship will result either to the State or the unit of general local government or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and

(vii) Any other relevant considerations.

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GRANTEE/UGLG NAME: _____
DEHCR GRANT AGREEMENT #: _____

LOBBYING CERTIFICATION FROM THE Municipality/UGLG:

Contractor/Sub-Contractor

Other: _____

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Name of Municipality/UGLG/Business/Firm

Signature of the Chief Elected Official, Owner, or Chief Executive Officer

Title

Date Signed

Printed Name of the Chief Elected Official, Owner, or Chief Executive Officer

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3. DISCLOSURE OF LOBBYING ACTIVITIES *See Attached*

For professional services that will involve construction oversight for the CDBG project, refer to the attachments that are required for the construction contract and construction contractors listed in *Chapter 3: Procurement & Contracting* of the *CDBG Implementation Handbook*, e.g. Affirmative Action, Equal Opportunity, Minority Business Enterprise/Woman Business Enterprise (MBE/WBE), Federal Labor Standards Provisions, and Davis-Bacon and Related Acts (DBRA), and Section 3 and 6-B(2) Section 3 Contract Requirements for Project Awards post 11/30/2020. See Attachments 6-A, 6-C, 6-D, 7-B, 7-G, 7-I, 7-J, 7-R, 7-T, 9-K(2), 9-L, 9-M.

THE CDBG ATTACHMENTS LISTED ABOVE ARE FROM THE CDBG IMPLEMENTATION HANDBOOK AND HANDBOOK CHAPTER ATTACHMENTS ON THE BUREAU OF COMMUNITY DEVELOPMENT WEBSITE AT:

<https://doa.wi.gov/Pages/LocalGovtsGrants/CDBGImplementationHandbook.aspx>

Also refer to [24 CFR 570](#).

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EXHIBIT II

Minimum Qualifications

- A. The person(s)/firm(s) must have successfully provided CDBG Grant Administration services for at least 2-5 similar types of projects. The person/firm may not be selected if there have been any unresolved issues relative to the services provided.
- B. The principal responsible for coordination of the administration must have a minimum 1-5 years of experience with this specific type of work.
- C. The principal responsible for provided grant administration must have a minimum of 1-5 years of experience with the CDBG Program **or** other federal/state funded programs or projects.
- D. The person(s)/firm(s) must submit references as to their professional qualifications from a minimum of 2 previous clients for which the person(s)/firm(s) has/have performed work (include contact name, title, firm/organization/government name, email address, mailing address and telephone number).

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EXHIBIT III

Selection Rating System will be applied to Scopes A, B, C, D for respective scoring of each.

- | | |
|---|--------------------------|
| 1. Project Coordinator/Lead's Experience | <u>Maximum 20 Points</u> |
| A. 3 or more years experience with CDBG or other federal/state programs | 20 Points |
| B. 2 years experience | 15 Points |
| C. 1 years experience | 10 Points |
| D. Less than 1 year experience | 5 Points |
| E. No experience | 0 Points |
| 2. Firm's Project Completion Background | <u>Maximum 20 Points</u> |
| A. Completion of 3 or more previous, similar type projects within proposed time frame & budget | 20 Points |
| B. Completion of 2 similar projects | 15 Points |
| C. Completion of 1 similar project | 10 Points |
| D. Working on 1 similar project; not completed | 5 Points |
| E. No work on a similar project | 0 Points |
| 3. References from Similar Projects | <u>Maximum 20 Points</u> |
| A. Respondent lists 2 previous clients with similar projects and all references give excellent response on quality of service | 20 Points |
| B. Respondent lists 1 previous clients | 10 Points |
| C. Respondent lists no previous references | 0 Points |
| 4. Responsiveness to Project/RFP and Town Familiarity | <u>Maximum 20 Points</u> |
| A. Needs of project are fully addressed and familiar with Town needs | 20 Points |
| B. Needs of project are fully addressed and familiar with Town needs | 10 Points |
| C. Needs of project are fully addressed and familiar with Town needs | 0 Points |
| 5. Cost Effectiveness | <u>Maximum 10 Points</u> |
| A. Budget/proposal includes 3 or more cost effectiveness Components | 10 Points |
| B. Budget/proposal includes 1-2 cost effectiveness components | 5 Points |
| C. Budget/proposal does not include cost effectiveness components | 0 Points |
| 6. Budget | <u>Maximum 10 Points</u> |
| A. Budget within Town of Peshtigo's capacity as proposed | 10 Points |
| B. Budget slightly above Town of Peshtigo's capacity as proposed; potentially feasible with modest adjustment | 5 Points |
| C. Budget not reasonably within Town of Peshtigo's capacity as proposed; would require extensive adjustment to be feasible | 0 Points |

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|---|-------------------------|
| 7. Minority or Women Business Enterprise or Disadvantaged Business Enterprise firm* | <u>Maximum 5 Points</u> |
| A. Firm is MBE, WBE or DBE firm | 5 Points |
| B. Firm is not MBE, WBE or DBE firm | 0 Points |
| 8. Small Business Firm | <u>Maximum 5 Points</u> |
| A. Firm is a small business | 5 Points |
| B. Firm is not a small business | 0 Points |

MAXIMUM TOTAL POINTS: 110 POINTS

Note to Responders of RFP:

Proposal submittals are to be organized to address the submittal specifications listed in the RFP and the evaluation criteria listed above.

**MBE/WBE/DBE Firms are Defined As Follows:*

Minority Business Enterprise (MBE) – Business with at least 51% ownership and control held by minority person(s).

Woman Business Enterprise (WBE) – Business with at least 51% ownership and control held by a woman or women.

Disadvantaged Business Enterprise (DBE) – Small business with at least 51% ownership and control held by person(s) classified as “disadvantaged” individual(s) according to the Wisconsin Department of Transportation standards

(<https://wisconsindot.gov/Documents/doing-bus/civil-rights/dbe/dbe-program-brochure.pdf>)

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GRANT ADMINISTRATION SERVICES

Provider Selection Certification will be applied to Scopes A, B, C, D for respective rating of each
BY TOWN OF PESHTIGO

Town of Peshtigo DCBG-CV PROJECT
 Town of Peshtigo
 Marinette County, Wisconsin

TOTAL POINTS

CRITERIA		POINTS AWARDED			
		[Proposer/ Firm Name]	[Proposer/ Firm Name]	[Proposer/ Firm Name]	[Proposer/ Firm Name]
1.	Project Coordinator's/Lead Person's Experience				
2.	Firm's Project Completion Background				
3.	References from Similar Projects				
4.	Responsiveness to Project/RFP Specifications and familiarity with Town				
5.	Cost Effectiveness				
6.	Budget				
7.	MBE/WBE/DBE Firm				
8.	Small Business Firm				
TOTAL POINTS:					

Signed Upon Completion of Proposal Review and Selection:

Certification: I hereby certify that the Town of Peshtigo, Marinette County, Wisconsin selection committee reviewed all proposals from eligible responders/submitters of proposals. The proposals were evaluated and ranked based on the information provided in the proposal documents and the criteria set forth above.

 Cindy Boyle – Town Chairwoman
 Town of Peshtigo

Date _____