

# Exhibits

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# Exhibit A

## Project Implementation Schedule

Exhibit A - Project Implementation Schedule		
Major Milestone Description	Projected Start	Projected End
Operations Implementation Phase		
<b>Notice to Proceed (NTP)</b>	<del>Week of May 20, 2024</del> Week of June 17, 2024	--
<b>Project Kickoff Meeting</b>	<del>May 2024</del> June 2024	--
<b>Project Planning Documentation</b> (Project Schedule, Program Management Plan, and QMP)		15 Calendar Days after NTP
<b>NCTA CBOS Interface Development &amp; Testing</b>	15 Calendar Days after Project Kickoff Meeting	60 Calendar Days after NCTA CBOS Interface Development & Testing begins
Interface Design Workshop with NCTA CBOS	TBD	
Finalize Interface Control Document (ICD)	TBD	
NCTA CBOS Testing	TBD	
<b>Documentation &amp; Training</b>		
Completion & NCTA Approval of: Operations Plan, Transition Plan, SOPs, Physical Inventory Recon Report, Succession Plan	--	45 Calendar Days Prior to 'Go-Live'
Staff Training Complete	--	30 Calendar Days Prior to 'Go-Live'
<b>Transponder Management &amp; Fulfillment 'Go-Live'</b>	--	90 Calendar Days after NTP
On-Going Operations Phase	'Go-Live'	End of Contract Term

## Exhibit B

### Pricing Forms & Instructions

(An Excel version is "paper clipped" to this Exhibits file for ease of completion.)

Tab / Title	Definition / Instructions	Cell Reference	
<b>Tab C - Operations Implementation Phase</b>	For this phase of the Project, the Proposer is to provide lump sum pricing that shall include ALL tasks; work; labor and supervision; Contractor-required materials and equipment; Interface design, development and testing; facility acquisition and set-up; and all initial training required from NTP up to Go-Live. For ease of comparison between Proposers, seven separate sub-tasks prices shall be provided by proposers as follows:		
	Mobilization	Enter a price for Contractor mobilization which is payable upon Notice-to-Proceed. Note that the mobilization value shall not be more than 10% of the Total Operations Implementation Phase Price.	<b>C6</b>
	Project Management Planning	Enter a price that includes all work, tasks, materials, and labor required to complete the Project Implementation Schedule and the Project Management Plan. Documents must receive NCTA Approval in order to be considered complete.	<b>C12</b>
	Operations Program Establishment	Enter a price for each document that includes all work, tasks, materials, and labor required to complete all documents shown in 'Tab C - Operations Implementation Phase' cells A12 through A17. Documents must receive NCTA approval in order to be considered complete.	<b>C22</b>
	Interface and Business Rule Design, Development, and Testing	Enter a price for the design, development, and testing of an approved interface between the Contractor's fulfillment and management system and the CBOS. The Interface shall be designed such that the data exchanges between the Contractor and the CBOS comply with all Contract requirements.	<b>C27</b>
	Facility Acquisition and Set-up	Enter a price for all tasks, materials, infrastructure, work, labor, and supervision necessary for acquiring and outfitting a transponder distribution facility suitable for meeting or exceeding the requirements of the TRANSPONDER MANAGEMENT & FULFILLMENT RFP and addendums thereto. If Contractor will <u>not</u> incur any costs for acquisition or set-up, enter \$0.00	<b>C32</b>
	Initial Training	Enter a price that includes all work, tasks, materials, and labor required to complete the initial training of all staff prior to Go-Live. Completion of Training is demonstrated by the Contractor that, at Go-Live, all staff and management have been fully trained in all aspects of Operation as required by the approved Training Plan and in accordance with the TRANSPONDER MANAGEMENT & FULFILLMENT RFP and addendums thereto.	<b>C38</b>
Operational Readiness	Enter a price that includes all work, tasks, materials, and labor required to demonstrate Operational Readiness as defined in the <b>RFP, Part III, Section 3.5</b> . The amount entered for this line item cannot be less than 10% of the total price for the Operations Implementation Phase (Tab C, Cell 43).	<b>C44</b>	

Tab / Title	Definition / Instructions	Cell Reference
<b>Tab D - Ongoing Ops - Per Unit Pricing</b>	For the Ongoing Operations Phase of the Project, the Proposer is to provide unit prices that cover all labor and supervision in order to perform the necessary functions in accordance with the Contract and approved SOPs. These will be paid out monthly based on volumes and unit price. For certain units, scalability is necessary and therefore estimated volume ranges have been supplied by NCTA. <u>The Proposer shall provide prices for each of the unit count range estimates</u> , where applicable, that have been developed to accommodate normal growth, potential volume spikes, and growth due to new roadway transactions. The prices entered shall be the rates for year one of the Contract.	
	Fulfillment Provide a price, per transponder type, to process a customer account transponder fulfillment request. This is a single price for the order, regardless of the number of transponders to be fulfilled per order. This price item covers all labor and supervision costs but does not include postage or packaging materials.	<b>C4-C9</b>
Packaging Provide a price for each packaging style for the associated transponder type. The unit price shall be the cost of the packaging material and the cost to pack the item. It should not include the cost of the transponder or the item being packaged. <b>Note 1:</b> The 'bag & box' type package represents a hardcased package such as a plastic clamshell or similar container. <b>Note 2:</b> The 'Gift Card' type package is only available for the NC Quick Pass Sticker transponder type. <b>Note 3:</b> The Optional style is any other style the Proposer considers acceptable for packaging transponders for retail sale. Optional styles, if applicable for the Proposer, shall be described in the Proposer's response to the RFP. **Please Note: The Unit Price for Optional style will not be factored into Tab B: Project Summary.	<b>C14-C19, D14-D15, E14-E19</b>	
<b>Tab E - Retail Program</b>	For the Retail Program, the Contractor is responsible for negotiating agreements with NCTA-approved retail organizations for the purposes of promoting and distributing NC Quick Pass. The Contractor will enter into agreements and supply onboarded retailers with transponder packages to be purchased by the retailers' customers. The Contractor will be compensated for each NCTA-approved retailer brought onboard. Additionally, for each transponder sold by the onboarded retailer that is activated as part of a new or existing NCTA Quick Pass account the Contractor may earn a fee.	
	Retailer Onboarding Enter a price for each retailer agreement established where the retailer has agreed to offer transponders available for customer purchase. One retailer with multiple locations is considered a single retail agreement. A large retailer is one that is provided 1,000 or more transponders for sale, regardless of the number of retail locations and a small retailer is one that is provided less than 1,000.	<b>C4 - C5</b>
Activate Transponders Enter a price for each transponder activated with NCTA after having been purchased at an onboarded retailer.	<b>C8 - C10</b>	
<b>Tab F - Storage Cost Summary</b>	The Contractor is required to acquire a facility, or use existing Contractor space, to securely store a minimum of a six-month supply of transponders. The facility may also be used for fulfillment processing however the facility must comply with all Contract requirements including but not limited to security and insurance. NCTA is requiring Proposers to provide facility pricing for all years of the Contract, including the extension years.	
	Storage Costs For the Base Contract Storage Costs (Years 1-5), as well as for the Optional Extension 1 (Years 6-8) and the Optional Extension 2 (Years 9-11) for the storage of transponders, enter the appropriate monthly rate for each year of the Base Contract Term and Optional Extension Phases. The Total Annual Cost for each year will then automatically be calculated. <b>Note:</b> The Storage Costs shall be inclusive of facility costs such as rent, utilities, CAM, security, insurance, and surveillance. If there are no facility costs, enter \$0.00	<b>C4-C8, C10-12, C14-16</b>

Tab / Title	Definition / Instructions	Cell Reference
<b>Tab G - Annual Escalation</b>	Proposer shall provide an annual escalation rate for each year of the base Contract. Annual escalation applies to <b>only</b> to Ongoing Operations Per Unit Prices. Each escalation is based on the previous year. For example, 1% increase from year one to year two, 1% increase from year two to year three, etc.	
	Annual Escalation	Provide an escalation rate for all Ongoing Operations pricing, one rate for each year for years two through five of the Contract. Proposers to enter escalation rate in form of a decimal. <u>Annual escalation only applies to Ongoing Operations Per Unit Prices and Retail Program.</u> Each escalation is based on the previous year.
<b>Instruction Notes:</b>	1. Cells shaded in Yellow on the following tabs require Proposer input. When a valid value has been input, the cell will be shaded blue.	
	2. Cells in shaded light green on the following tabs are formulas and are locked. No Proposer input is required.	
	3. For payment milestone purposes, 'Commencement of Activities' is defined as tangible Contractor efforts demonstrating work has begun on the required activities.	
	4. NCTA Approval of documents and plans are defined as NCTA final acceptance of the specified plans, manuals, and documents as described in the RFP.	

Transponder Management & Fulfillment Project Summary (Summary Only - No Proposer Input Required)				
<b>Operations Implementation Phase</b>		<b>Total Cost Per Unit (\$)</b>	<b>Qty.</b>	<b>Total Cost</b>
Total Mobilization Price:		\$ -	1	\$ -
Total Project Management Planning Price:		\$ -	1	\$ -
Total Operations Program Establishment Price:		\$ -	1	\$ -
Total Interface/Business Rule Design, Development, and Testing Price:		\$ -	1	\$ -
Total Facility Acquisition and Set-up:		\$ -	1	\$ -
Total Initial Training Price:		\$ -	1	\$ -
Total Operational Readiness Demonstration:		\$ -	1	\$ -
<b>Total Operations Implementation Phase Cost:</b>				\$ -
<b>On-Going Operations Phase - Base Contract</b>		<b>Total Cost Per Unit (\$)</b>	<b>Projected Qty.</b>	<b>Total Monthly Cost</b>
<b>NC Quick Pass Sticker - Fulfillment</b>				
NC Quick Pass Sticker Price per transponder order fulfilled(not per transponder) 1 - 20,000		\$ -	20,000	\$ -
NC Quick Pass Sticker Price per transponder order fulfilled(not per transponder) 20,001+		\$ -	5,000	\$ -
<b>NC Quick Pass - Fulfillment</b>				
NC Quick Pass Price per transponder order fulfilled(not per transponder) 1 - 5,000		\$ -	5,000	\$ -
NC Quick Pass Price per transponder order fulfilled(not per transponder) 5,001+		\$ -	2,500	\$ -
<b>NC Quick Pass Flex (Switchable) - Fulfillment</b>				
NC Quick Pass Flex (Switchable) Price per transponder order fulfilled(not per transponder) 1 - 5,000		\$ -	5,000	\$ -
NC Quick Pass Flex (Switchable) Price per transponder order fulfilled(not per transponder) 5,001+		\$ -	1,000	\$ -
<b>NC Quick Pass Sticker - Retail Packaging</b>				
NC Quick Pass Sticker Retail Bag & Box 1 - 1,000		\$ -	1,000	\$ -
NC Quick Pass Sticker Retail Bag & Box 1,001+		\$ -	500	\$ -
NC Quick Pass Sticker Gift Card Style 1 - 1,000		\$ -	1,000	\$ -
NC Quick Pass Sticker Gift Card Style 1,001+		\$ -	750	\$ -
<b>NC Quick Pass - Retail Packaging</b>				
NC Quick Pass Retail Bag & Box 1 - 1,000		\$ -	1,000	\$ -
NC Quick Pass Retail Bag & Box 1,001+		\$ -	250	\$ -
<b>NC Quick Pass Flex (Switchable) - Retail Packaging</b>				
NC Quick Pass Flex (Switchable) Retail Bag & Box 1 - 1,000		\$ -	1,000	\$ -
NC Quick Pass Flex (Switchable) Retail Bag & Box 1,001+		\$ -	100	\$ -
<b>Total Base Term On-Going Operations Cost:</b>				\$ -
<b>Ongoing Operations Phase: Retail Program Pricing</b>		<b>Total Cost Per Unit (\$)</b>	<b>Projected Qty.</b>	<b>Total Monthly Cost</b>
Retailer Onboarding Large Retailer		\$ -	1	\$ -
Retailer Onboarding Small Retailer		\$ -	2	\$ -
Retailer Onboarding Activated Transponders from Retail Sales 1 - 2,000		\$ -	2,000	\$ -
Retailer Onboarding Activated Transponders from Retail Sales 2,001 - 5,000		\$ -	3,000	\$ -
Retailer Onboarding Activated Transponders from Retail Sales 5,001 +		\$ -	1,000	\$ -
<b>Total Retail Program Cost:</b>				\$ -
<b>Transponder Storage Cost Summary Base Contract</b>		<b>Total Cost Per Unit (\$)</b>	<b>Qty.</b>	<b>Total Cost for 5 years</b>
Total Base Contract Cost (Storage Years 1-5)		0	1	\$ -
				\$ -
				\$ -
<b>Total Storage Cost:</b>				\$ -
<b>Total Implementaion and Base Term On-Going Operations Cost:</b>				\$ -

**Operations Implementation Phase**

Item Description and Payment Milestone	Milestone Payment
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<b>Mobilization (See Note 2)</b>	
<b>Total Mobilization Price:</b>	
<i>100% Paid Upon Notice-to-Proceed</i>	\$ -

<b>Project Management Planning:</b>	
Project Implementation Schedule	
Project Management Plan	
<b>Total Project Management Planning Price:</b>	
<i>100% Paid Upon NCTA Approval of All of the Above Documents</i>	\$ -

<b>Operations Program Establishment:</b>	
Operations Plan	
Transition Plan and Transition Schedule	
Quality Management Plan	
Standard Operating Procedures	
Physical Inventory Reconciliation Report	
Succession Plan	
<b>Total Operations Program Establishment Price:</b>	
<i>50% Paid Upon Commencement of Operations Program Establishment Activities</i>	\$ -
<i>50% Paid Upon NCTA Approval of All of the Above Documents</i>	\$ -

<b>Interface and Business Rules Design, Development and Testing:</b>	
<b>Total Interface/Business Rule Design, Development, and Testing Price:</b>	
<i>50% Paid Upon NCTA Approval of Design Document</i>	\$ -
<i>50% Paid Upon NCTA Approval of Testing Results</i>	\$ -

<b>Facility Acquisition and Set-up:</b>	
<b>Total Facility Acquisition and Set-up:</b>	
<i>100% Paid Upon Passing NCTA Facility Inspection</i>	\$ -

<b>Initial Training:</b>	
Training Materials	
Staff Training Complete	
<b>Total Initial Training Price:</b>	
<i>10% Paid Upon Commencement of Training Materials Development</i>	\$ -
<i>60% Paid Upon NCTA Approval of Training Materials</i>	\$ -
<i>30% Upon Completion of Training - Paid at Go-Live</i>	\$ -

<b>Operational Readiness (see Note 3):</b>	
<b>Total Operational Readiness Demonstration:</b>	
<i>100% Paid Upon Go-Live</i>	\$ -

<b>Total Operations Implementation Phase Price</b>	\$ -
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**Notes:**

1. Cells in yellow will change from yellow to blue if a valid value is entered.
2. Mobilization Value (cell C6) shall not be more than 10% of the Total Operations Implementation Phase Price (cell C47).
3. Operational Readiness Value (cell C44) shall not be less than 10% of the Total Operations Implementation Phase Price (cell C47).

**Ongoing Operations Phase: Per Unit Pricing**

<u>Fulfillment</u>	<u>Projected Monthly Volume</u>	<u>Unit Price</u>
NC Quick Pass Sticker Price per transponder order fulfilled (not per transponder)	1 - 20,000	\$ -
	20,001+	\$ -
NC Quick Pass Price per transponder order fulfilled (not per transponder)	1 - 5,000	\$ -
	5,001+	\$ -
NC Quick Pass Flex (Switchable) Price per transponder order fulfilled (not per transponder)	1 - 5,000	\$ -
	5,001+	\$ -

<u>Packaging</u>				
		<u>Packaging Styles</u>		
<u>Transponder Type</u>	<u>Projected Monthly Volume</u>	<u>Unit Price for Retail Bag &amp; Box</u>	<u>Unit Price for Gift Card Style</u>	<u>Unit Price for <u>Optional</u> Style</u>
NC Quick Pass Sticker	1 - 1,000	\$ -	\$ -	\$ -
	1,001+	\$ -	\$ -	\$ -
NC Quick Pass	1 - 1,000	\$ -	N/A	\$ -
	1,001+	\$ -	N/A	\$ -
NC Quick Pass Flex (Switchable)	1 - 1,000	\$ -	N/A	\$ -
	1,001+	\$ -	N/A	\$ -

**Note:**

1. Cells highlighted in yellow will change to blue when a valid value is entered.

**Ongoing Operations Phase: Retail Program Pricing**

Retailer Onboarding	Inventory Quantity (units) at Retailer	Price for Onboarding Retailer
Large Retailer	1,000+	\$ -
Small Retailer	Up to 1,000	\$ -

Activated Transponders from Retail Sales	Projected Monthly Volume	Unit Price
Price per transponder activated with NCTA purchased at onboarded Retailer	1 - 2,000	\$ -
	2,001 - 5,000	\$ -
	5,001 +	\$ -

**Note:**

1. Cells highlighted in yellow will change to blue when a valid value is entered.

Transponder Storage Cost Summary Base Contract			
Item #	Description of Items	Monthly Cost (\$)	Total Annual Cost (\$)
Base Contract Storage Costs			
1	Year 1 of Storage		\$ -
2	Year 2 of Storage		\$ -
3	Year 3 of Storage		\$ -
4	Year 4 of Storage		\$ -
5	Year 5 of Storage		\$ -
<b>Total</b>			
<b>Base Contract Cost (Storage Years 1-5)</b>			<b>\$ -</b>
1	Year 6 of Storage		\$ -
2	Year 7 of Storage		\$ -
3	Year 8 of Storage		\$ -
<b>Total</b>			
<b>Optional Extension 1 Cost (Storage Years 6-8)</b>			<b>\$ -</b>
1	Year 9 of Storage		\$ -
2	Year 10 of Storage		\$ -
3	Year 11 of Storage		\$ -
<b>Total</b>			
<b>Optional Extension 2 Cost (Storage Years 9-11)</b>			<b>\$ -</b>

**Note:**

1. Cells highlighted in yellow will change to blue when a valid value is

<b>Annual Escalation</b>		
	<i>Enter in the form of a decimal</i>	<i>Percentage</i>
<b>Proposed Increase (%) for Contract year TWO to Contract year THREE:</b>	0.0000	0.0000%
<b>Proposed Increase (%) for Contract year THREE to Contract year FOUR:</b>	0.0000	0.0000%
<b>Proposed Increase (%) for Contract year FOUR to Contract year FIVE:</b>	0.0000	0.0000%
<b>Proposed Increase (%) for Contract year FIVE:</b>	0.0000	0.0000%

Example:

Enter in the form of a decimal	0.015	1.5000%
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Please note that Annual Escalation only applies to On-going Operations Per Unit pricing and Retail Program pricing.

# Exhibit C-I

## Proposal Cover Sheet

(A Word version of the Proposal Cover Sheet is “paper clipped” to this NCTA Exhibits file for ease of completion.)

**NORTH CAROLINA TURNPIKE AUTHORITY  
TRANSPONDER MANAGEMENT & FULFILLMENT  
REQUEST FOR PROPOSALS**

**EXECUTION:** In compliance with this Request for Proposal, and subject to all the conditions herein, the undersigned offers and agrees to furnish any or all Services or goods upon which prices are offered, at the price(s) offered herein, within the time specified herein. By executing this offer, I certify that this offer is submitted competitively and without collusion.

Failure to execute/sign offer prior to submittal shall render Proposal invalid. Late offers are not acceptable.

BIDDER:		
STREET ADDRESS:		P.O. BOX:
CITY & STATE & ZIP:		ZIP:
CITY & STATE & ZIP:		TELEPHONE NUMBER:
CITY & STATE & ZIP:		TOLL FREE TEL. NO:
PRINT NAME & TITLE OF PERSON SIGNING:		FAX NUMBER:
AUTHORIZED SIGNATURE:	DATE:	E-MAIL:

Offer valid for two hundred and forty days (240) days from Proposal Due Date.

## Exhibit C-2

### List of Subcontractors and RS-2 Form

(PDFs of all forms are presented below. A fillable PDF of the RS-2 Form is “paper clipped” to this Exhibits file for ease of completion.)

Please duplicate this page as necessary to provide the requested information.

	SUBCONTRACTOR	SUBCONTRACTOR	SUBCONTRACTOR
Legal Name of Company			
Company's FEID Number			
Company Contact Name			
Company Address			
City, State, Zip Code			
Company Telephone No.			
Company Fax Number			
Company E-mail address			
Legal Name of Principal(s)			
Address of Principal(s)			
City, State, Zip Code			
Telephone No. of Principal(s)			
Fax Number of Principal(s)			
E-mail address of Principal(s)			
Corporate Number (if applicable)			
License Number (if applicable)			
Status of License (if applicable)			
Work to be Performed			
Expected Percentage of Total Work			

By: \_\_\_\_\_  
 President or Vice President

Signature: (1) \_\_\_\_\_

Attest: \_\_\_\_\_  
 Secretary (or Assistant Secretary)

Signature: (2) \_\_\_\_\_

(Affix Corporate Seal)

\*\*\*\*\*

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
SUBCONSULTANT  
TO BE USED WITH PROFESSIONAL SERVICES CONTRACT ONLY  
RACE AND GENDER NEUTRAL**

TIP No. and/or Type of Work (Limited Services)

(Consultant/Firm Name and Federal Tax Id)

(Subconsultant/Firm Name and Federal Tax Id)

<b>SERVICE / ITEM DESCRIPTION</b>	<b>Anticipated Utilization</b>
	<b>TOTAL UTILIZATION:</b>
<b>SUBMITTED BY:</b> SUBCONSULTANT:	<b>RECOMMENDED BY:</b> CONSULTANT:
*BY:	*BY:
TITLE:	TITLE: <input style="width: 50px;" type="text"/>
SPSF Status:    Yes <input type="checkbox"/> No <input type="checkbox"/>	

**“SUBCONCONSULTANT” (FORM RS-2)**  
**RACE AND GENDER NEUTRAL**

**Instructions for completing the Form RS-2:**

1. Complete a Subconsultant Form RS-2 for each Subconsultant firm to be utilized by your firm.
2. Insert TIP Number and /or Type of Work (Limited Services)
3. Complete the Consultant/Firm name and Federal Tax ID Number for the primary firm information.
4. Complete the Subconsultant/Sub Firm name and Federal Tax ID Number for the sub firm information.
5. Enter Service/Item Description – describe work to be performed by the Sub Firm
6. Enter Anticipated Utilization – Insert dollar value or percent of work to the Subconsultant/Sub Firm
7. \*Signatures of both Subconsultant and Prime Consultant **are required** on each RS-2 Form to be submitted with the Letter of Interest (LOI) to be considered for selection
8. Complete “SPSF Status” section - Subconsultant shall check the appropriate box regarding SPSF Status, check Yes if SPSF or No if not SPSF

In the event the firm has **no** subconsultant, **it is required that this be indicated on the Subconsultant Form RS-2 form by entering the word “None” or the number “ZERO” and signing the form.**

# Exhibit C-3

## Recent Client List

(A Word version of the Recent Client List is “paper clipped” to this Exhibits file for ease of completion.)



# Exhibit C-4

## Proposer Questions Form

(A Word version of the Proposer Questions Form is “paper clipped” to this Exhibits file for ease of completion.)

Proposer Questions			<b>North Carolina Turnpike Authority (NCTA)</b>		
#	Page	Section	Section Description	Proposer Question	NCTA Response
1.					
2.					
3.					
4.					
5.					

# Exhibit C-5

## Non-Collusion Forms

(Please complete a single form that is applicable to your firm structure. Fillable PDFs of each form are “paper clipped” to this Exhibits file for ease of completion.)

# Exhibit C-6

## Surety Commitment Letter

(A Word version of the Surety Commitment Letter is “paper clipped” to this Exhibits file for ease of completion.)

**CONSENT OF SURETY**

TO: North Carolina Turnpike Authority

We have reviewed the proposal of \_\_\_\_\_  
(Proposer)

\_\_\_\_\_  
(Address)

for the Transponder Management & Fulfillment for which Proposals will be received on: \_\_\_\_\_  
(Proposal Due Date)

and wish to advise that should this Proposal of the Proposer be accepted, and the Contract awarded to, such Proposer, this company agrees to become the surety and provide the Payment and Performance Bonds required by the Contract for both the On-Going Operations and Operations Implementation Phases. Such bonds will be in the amounts identified in the Price Proposal as referenced in the RFP Part I, Section 5.7 Notification of Award with terms of the bonds as also provided in that Section.

We are duly authorized to do business in the State of North Carolina.

Surety Company/Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Authorized Signature)

ATTEST:

\_\_\_\_\_  
**[Attach Power of Attorney]**

(Corporate Seal, if any. If no seal, write "No Seal" across this place and sign.)

## Exhibit C-7

# Acknowledgement of Receipt of Addenda

(A Word version of the Ack. of Receipt of Addenda is “paper clipped” to this Exhibits file for ease of completion.)

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

The Proposer shall acknowledge receipt of each addendum to this Request for Proposal by completing this form and including same in the Technical Proposal.

<u>Addenda</u>	<u>Date</u>	<u>By</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Failure to confirm receipt of addenda may result in rejection of the Proposer’s Proposal.

Dated \_\_\_\_\_, 2024

Legal Name of Firm

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

NOTE: Attach additional pages as necessary