



**STATE OF NEVADA  
DEPARTMENT OF BUSINESS & INDUSTRY  
HOUSING DIVISION**

**Request for Application for Service Providers  
Fiscal Year 2019**

**WEATHERIZATION ASSISTANCE PROGRAM**

**Release Date: February 1, 2018**

**Deadline for Submittal, Date and Time:  
Thursday, March 1, 2018 – 5:00 p.m.**

**For additional information, please contact:**

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Weatherization Program Supervisor  
Nevada Housing Division  
1830 College Parkway, Suite #200  
Carson City, NV 89706  
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(TTY for Deaf and Hard of Hearing: 1(800) 326-6868)

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## REQUEST FOR APPLICATION FOR SERVICE PROVIDERS SFY 2019

### I. Purpose

The Nevada Housing Division (NHD) is soliciting applications from qualified duly-registered Community Action Agencies or other public or non-profit entities to manage and deliver Weatherization Assistance Program (WAP) services in specific service areas. Applicants may apply for one (1) or more service areas, however, current Service Providers in good standing, will be given preference in the service area they are presently serving. The resulting grant award will be for State Fiscal Year (SFY) 2019 which begins on July 1, 2018 and ends June 30, 2019.

### II. Overview

WAP reduces energy costs for low-income households by increasing the energy efficiency of their homes while addressing health and safety issues. The program prioritizes the delivery of services to the elderly, persons with disabilities and families with children under six years of age.

Applicants awarded grants under this application process are called Service Providers. Therefore, this document refers to Applicant(s) and Service Provider(s) interchangeably.

NHD administers WAP through a network of Service Providers who manage and deliver the program in five (5) service areas. Service Providers conduct onsite energy audits to determine the scope of work for each project. Also, through a Request for Quotation, Service Providers retain local Contractors with trained crews to install the various energy conservation measures in single-family homes, mobile homes and/or multi-family buildings.

Applicants shall demonstrate it is:

- Capable of managing and directing weatherization services with its Contractors; and/or,
- Has the knowledge of or demonstrates experience in providing weatherization services.

### III. Objectives

The objectives of this solicitation are to:

- A. Provide a procedure for notifying qualified Service Providers interested in submitting a grant application to provide weatherization services to eligible applicants.
- B. Promote increased efficiency and performance by Service Providers in managing and delivering the weatherization assistance.

C. Ensure that materials and services comply with laws, rules, regulations, policies, procedures and standards required by funders and NHD.

#### IV. Schedule of Key Dates

The following are the key dates for the application process:

Activity	Dates*
Issue Request for Application	February 1, 2018
Applications Due to NHD by 5:00 p.m.	March 1, 2018
Issuance of Notice of Award	March 31, 2018
Public Hearing	April 26, 2018
Contractor Cost Information Due	May 31, 2018
Execute Grant Award/Contracts	July 1, 2018

\*NHD reserves the right to proceed under a modified version of this schedule, if necessary.

#### V. Applicant Requirements

The Applicant must be a public or private non-profit agency. Community Action Agencies are encouraged to apply. All existing Service Providers in good standing with the NHD during SFY 2018 are also encouraged to apply. Good standing is defined as having lived up to the terms and conditions of the current grant award which includes, without limitation, submitting reports timely and completing units on a consistent basis throughout the year.

##### A. Date, Time, and Place to Submit Grant Application

Please submit one original and one copy of all requested information contained in this Request for Application for Service Providers to:

Patrick Conway Nevada Housing Division 1830 College Parkway, Suite #200 Carson City, NV 89706 <a href="mailto:patrick.conway@housing.nv.gov">patrick.conway@housing.nv.gov</a>	or	James Wallace Nevada Housing Division 3300 W. Sahara Avenue, Suite 300 Las Vegas NV 89102 <a href="mailto:jwallace@housing.nv.gov">jwallace@housing.nv.gov</a>
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Applications will be accepted until 5:00 p.m., Thursday, March 1, 2018. Applications may be submitted in person, by emailed as a PDF, by a courier service or by the US Postal Service. Late Applications may not be accepted. Faxed applications or information submitted after the deadline may not be considered as well.

## B. Submittal of Grant Application

All information provided in Service Provider's application is subject to verification by NHD. Misleading, incomplete and/or inaccurate information may be grounds for disqualification at any stage in the application process.

NHD reserves the right to reject any or all applications submitted.

## C. Inquiries

All inquiries concerning the application process for Service Providers should be directed to the Weatherization Program Supervisor at [patrick.conway@housing.nv.gov](mailto:patrick.conway@housing.nv.gov) or (775) 687-2242.

## VI. Funding Period

The program year begins July 1, 2018 ends June 30, 2019, with the exception of Low Income Home Energy Assistance Program (LIHEAP). The LIHEAP program year begins October 1, 2018 and ends September 30, 2019.

## VII. Funding

### A. Sources

The WAP is funded by grants awarded to NHD from a combination of State and Federal sources including funds from the U.S. Department of Energy (DOE) Weatherization Assistance Program; the U.S. Department of Health and Human Services Low Income Home Energy Assistance Program (LIHEAP); State funds from the Fund for Energy Assistance and Conservation (FEAC); and State funds from the Governor's Office of Energy Home Energy Retrofit Opportunities for Seniors (HEROS) Program. For SFY 2019, approximately **\$5 million** is anticipated to be available.

If funding levels change prior to the notice of grant award, they will be distributed proportionately based on the number of eligible households residing in each of the service areas or on an alternate formula developed by NHD.

The DEAL Program does not have any established funding formula, and therefore, project distribution is based on the number of projects applied for and approved in a specific service area. Participation in the DEAL Program continues to be optional for Service Providers. Please indicate on the application if the Service Provider wants to receive DEAL funded projects in SFY 2019.

### B. Administrative Fees and Reimbursements

Unless otherwise noted in the individual grant awards, up to 10% of the funds awarded for each service area may be used for administrative costs associated with managing

the Service Provider's weatherization program. Up to an additional 27% of funds allocated from DOE, FEAC and LIHEAP in the Program Operations budget category may be used by the Service Provider for salary and fringe benefits of weatherization staff. Other allowable uses of funds and budget categories include; training and technical assistance activities, liability insurance, health and safety concerns, contract services and operational costs.

For DOE and FEAC funding, limited advances will be allowed based on the review of a monthly cash flow projection, expenditures, and production achieved.

### **VIII. Legal Guidance**

The WAP was established in 1976 by the U.S. Department of Energy under Title IV, Energy Conservation and Production Act. WAP is administered in accordance with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) 702; the US Department of Energy (DOE), 10 Code of Federal Regulations (CFR) Part 440, 2 CFR Part 200, and the US DOE State Plan; US Department of Health and Human Services 45 CFR Part 96.87 and the Low-Income Home Energy Assistance Program State Plan; and the Nevada Fund for Energy Assistance and Conservation (FEAC) State Plan.

Additional legal guidance in NRS 645D requires the licensing of energy auditors by the Real Estate Division. Program administration is guided by the funders and includes the requirement for conformance to NHD standards detailed in each award agreement.

Pursuant to NRS 624.031, Service Providers shall agree to enter into a tri-party contract with the owner of residence and the contractor that will perform the work. If not, the Service Provider may be responsible for obtaining a contractor's license from the Nevada State Contractors Board for all work performed.

### **IX. Service Areas and Funding Allocations**

The proposed service areas for SFY 2019 are as follows: (1) The City of North Las Vegas plus northern rural Clark County; (2) The Cities of Las Vegas and Henderson plus southern rural Clark County; (3) Washoe County; (4) Eastern Rural Nevada; and (5) Western Rural Nevada. (Please see Appendix A, pages 24-25.)

The projected funding levels and corresponding production levels listed below reflect the amount of funds anticipated to be received from DOE, LIHEAP, FEAC and HEROS programs. The following projections are subject to change based on actual funds received through the various funding agencies. NHD reserves the right to allocate funds in a way which maximizes program efficiency. Therefore, Service Providers may be awarded a disproportionate amount of one funding source. Funding estimated to be awarded for each service area is based on the percent of population in poverty, information provided by the State of Nevada Demographer's Website, and data from the U.S. Census Bureau except in the rural areas which contain a small population base and large coverage area. In this case these service areas may receive a

minimum distribution that accounts for the increased costs associated with doing business. The decision to award additional funds will be at NHD’s discretion.

Funding projections below include DOE, LIHEAP, FEAC and HEROS funds only. NHD anticipates awarding DEAL funds but they are not calculated below as these funds are based on the areas in which the applicants live and are not tied to minimum percentages in a service area. Funding statewide may be adjusted downward should one or more funding source become unavailable prior to awards being made or anytime during the fiscal year. The number of households weatherized is based on a \$7,261 average cost per unit excluding approximated administrative costs.

SERVICE AREAS	APPROXIMATE FUNDING	# OF HOUSEHOLDS TO BE WEATHERIZED
1.City of North Las Vegas & Northern Rural Clark County	\$1,025,000	92
2. Cities of Las Vegas and Henderson & Southern Rural Clark County	\$2,400,000	214
3. Washoe County	\$775,000	69
4. Eastern Rural	\$400,000	36
5. Western Rural	\$400,000	36
<b>Total</b>	<b>\$5,000,000</b>	<b>447</b>

#### X. Service Providers Responsibilities

Service Providers must acknowledge on a quarterly basis the capacity to manage and direct the completion of the number of projects consistent with the **benchmarks** below from July 1, 2018 through June 30, 2019:

SERVICE AREAS	Total Number of Households to Complete SFY 2019	Number of Households to Complete Per Quarter			
		Q1	Q2	Q3	Q4
1.City of North Las Vegas & Northern Rural Clark County	92	23	23	23	23
2. Cities of Las Vegas and Henderson & Southern Rural Clark County	214	53	53	54	54
4. Washoe County	69	17	17	17	18
5. Eastern Rural	36	9	9	9	9
6. Western Rural	36	9	9	9	9
<b>Total</b>	<b>447</b>				

The primary responsibility of a Service Provider is to provide an efficient, cost effective program in compliance with the NHD’s established program policies, procedures, laws, rules and Federal and State regulations.

Service Provider's performance will be evaluated on a monthly and quarterly basis and each Service Provider is expected to complete projects on a consistent basis. Failure to demonstrate consistent performance may result in the redistribution of funds awarded the Service Provider or the termination of the remaining grant award amounts. In either case, the Service Provider will be provided appropriate notice of NHD's reasons for redistribution or termination and the Service Provider will also have an adequate opportunity to respond.

Service Providers will conduct and document outreach activities promoting weatherization services to potential clients.

Types of activities Service Providers are expected to perform:

- Effectively manage and direct financial and human resources to complete projects.
- Provide competent technical field staff.
- Conduct and document client outreach.
- Determine client eligibility.
- Prioritize client assistance consistent with the NHD Eligibility Determination Worksheet.
- Conduct energy audits.
- Develop the scope of work, oversee the contractor's installation of weatherization measures, and complete 100% final inspection and re-inspection when required.
- Perform required testing and troubleshooting to identify and estimate needed weatherization-related repairs.
- Process invoices and issue payments to Contractors.
- Submit monthly Financial Status Reports (FSR) for reimbursement from NHD.
- Enter client information into the NHD database on a timely monthly basis.
- Assist NHD in the submittal of any data requests.
- Conduct a competitive bid process in the form of a Request for Quotation (RFQ) in the basic format developed by NHD to solicit contractors for weatherization work.
- Ensure Service Provider and Contractor staff maintains required licenses and training.

## **XI. Client Outreach and Eligibility**

Service Providers will conduct outreach to ensure a sufficient number of applicants from eligible households for each funding source. In addition, Service Providers will review and approve applications from clients for the services to determine eligible households whose annual gross income is at or below 200% of poverty for DOE and HEROS and 150% for FEAC and LIHEAP funds. Priority assistance is to be given to households which are occupied by individuals who are elderly (60 years of age and older), disabled or have children under the age of six years old. Also, priority is to be given to homes in energy situations (i.e., without function HVAC systems) and to recipients of the Energy Assistance Program.



Owners of rental units are required to contribute one-half (50%) of the cost for new capital improvements related to a multifamily unit projects. Owners of single family and mobile home rentals are exempt from this requirement.

## **XII. Conducting Energy Audits and Scope of Work**

Service Providers shall conduct the energy audits and prepare a corresponding scope of work for each household receiving weatherization services. Service Providers SHALL NOT have the Contractor that is to perform the weatherization conduct the energy audit or prepare the scope of work. Service Providers that do not have the staff capacity may contract with a third-party, licensed energy auditor on a temporary basis, subject to NHD approval, to complete the energy audits and scope of work.

## **XIII. Reporting Requirements**

Service Providers are responsible for maintaining a database, developed by the NHD, which includes household information for each client receiving weatherization assistance. The financial reporting includes a submittal of a monthly Financial Status Report/Request for Funds plus an annual financial and/or compliance audit report.

The NHD reserves the right to conduct a monthly review of the Service Provider's financial statements. Failure to provide accurate and timely monthly reports may result in delay in processing requests for reimbursement of program expenditures and/or termination of the grant award.

## **XIV. Procurement Requirements**

Prior to the release of grant funding, Service Providers receiving funding for SFY 2019 must publicly solicit weatherization contractors through a competitive bid process/RFQ in the format developed by NHD (attached). Service Providers will be required to provide contractor cost information to NHD **no later than 5:00 p.m. on May 31, 2018.** In prior years NHD developed a process for the Request for Quotations (RFQ) with multi-year (4) extensions without going out to bid annually, however, an annual contracted cost analysis by the Service Provider is required and the execution of an annual extension of that contract.

## **XV. Allowable Weatherization Measures**

All energy conservation measures will be required to comply with DOE's definition of cost effectiveness. The costs of the measures or installed cost includes labor costs of contractors and any subcontractors plus materials. Measures may vary by funding source. Measures installed through the Weatherization Assistance Program may include:

- Ceiling, floor, duct and wall insulation;

- Duct leakage sealing (return and supply systems);
- Shell infiltration sealing (replace broken windows, replace exterior doors and windows);
- Insulation of water heater and water heater pipes;
- Solar screens (southern Nevada only);
- Heating and cooling system repairs/replacements;
- Health and Safety measures (testing of combustion appliances, compliance with indoor air quality standards, and installation of carbon monoxide detectors and smoke alarms);
- Refrigerator replacement;
- Compact fluorescent light (CFL) bulbs or light-emitting diode (LED) bulbs; and
- Minor home repairs.

#### **XVI. Integrity of Application Process and Award Decision**

NHD reserves the right to allocate funds and to initiate program design *in the interest of the public and the State*. NHD's decisions regarding program design (i.e., funding allocations in service areas) are intended to ensure full compliance with funder requirements and to promote long-term program efficacy.

#### **XVII. Documentation of Insurance**

After the issuance of the Notice of Award and prior to the implementation date of the Agreement, the Service Providers shall provide NHD with proof of Insurance.

#### **XVIII. Cost for Preparation of Response to Application Process**

No payments shall be made to cover costs incurred by or the associated costs of any Service Provider in the preparation or submittal of this Request for Application from funds awarded/granted.

#### **XIX. Application Requirements**

1. Applicant shall be able to present proof as a duly-registered public or private, nonprofit agency.
2. Applicant is to ensure any proposed contractors and/or subcontractors participating in the Weatherization Assistance Program are licensed in the State of Nevada and do not appear on the debarred contractors list for federal projects under the System for Award Management (SAM). Applicants must provide documentation (printout) stating their agency does not appear on the debarred list.
3. Applicant shall provide their DUNS and CAGE numbers with their application.

4. Applicant must notify NHD (include in proposal) of any pending or unresolved litigation.
5. Applicant shall state the service area(s) for which they are applying (Appendix A, pages 24-25). Applicant should have an operational office somewhere within the service area(s) for which they are applying.
6. NHD reserves the right to award additional funding and service area(s) to another Applicant if it is in the best interest of the program or due to unforeseen circumstances without releasing an additional solicitation.

## **XX. Evaluation Criteria**

Using the forms provided in this Request for Application packet:

1. **Experience:** Please list Applicant's experience in administering a government funded weatherization assistance program. If none, please list Applicant's experience with a public utility funded residential energy conservation program, a housing rehabilitation program and/or a program designated to assist low-income families.

Please include the project periods, source and amount of funding, service areas, description/type of work provided, and the number of units assisted by the project.

If Applicant is a current Service Provider, please provide a current year to date production and expenditure schedule by month which includes dollars spent, number of units weatherized, and projections through June 30, 2018.

2. **Outreach and Client Education:** Please list any successful outreach efforts Applicant performed or is currently performing specifically designed to assist low-income households. Describe your outreach strategy for completing the work within the grant period. (Client education efforts, if any, should be included.)
3. **Staffing:** Please list the staff, salaries and number of staff positions that will be paid (in whole or in part) with weatherization funds received from NHD necessary to perform the duties described in this Request for Application for Service Providers.
4. **Training and BPI & QCI Certifications:** Please list any staff members experienced in participating in a weatherization assistance program with respect to: training, auditing, installation or inspection of work performed in the field.

Any staff members completing the assessment or doing the final inspection on the residence must be Building Performance Institute (BPI) certified. Please list staff members who are BPI Certified and include a copy of the certification.

Also, licensing or certification is required through the Real Estate Division for energy auditors performing energy audits on weatherization projects for non-profit agencies (local governments and quasi-governmental agencies may receive an exemption from the Real Estate Division or otherwise shall comply with this requirement). Please include all Real Estate Division certifications for Energy Auditors in your agency or include a copy of the exemption letter provided to your agency by the Real Estate Division.

Any staff performing final or in process inspections on DOE funded work must be performed by a certified Quality Control Inspector (QCI). Please include a copy of the QCI certification.

5. **Monthly Production and Expenditure Timeline:** Applicants must provide proposed production and expenditure schedule for the period from July 1, 2018 through June 30, 2019.
6. **Preference:** A preference will be given to an Applicant which has or is currently administering an effective program in their service area.

## **XXI. Evaluation Process**

All applications submitted by the deadline will be reviewed by NHD staff based on the criteria outlined in this Request for Application for Service Providers and a recommendation to award will be submitted to the NHD Administrator who retains the final authority to fund any Service Provider with grant awards.

## **XXII. Evaluation Scoring**

All responses will be evaluated and scored based on the following criteria:

Experience	Up to 25 Points
Outreach	Up to 10 Points
Staffing	Up to 25 Points
Training	Up to 10 Points
Production & Expenditure Timeline	Up to 20 Points
Currently administering an effective program	Up to 10 Points
<b>TOTAL</b>	<b>100 Points</b>

## Public Posting Locations

### Request for Application for Service Providers are Posted at the Following Locations

#### **Public Places:**

Business and Industry  
1830 College Pkwy, Suite 100  
Carson City, Nevada 89706

Nevada State Library  
100 Stewart Street  
Carson City, Nevada 89701

Nevada Housing Division  
3300 W. Sahara Avenue, Suite 300  
Las Vegas, Nevada 89102

Office of the Attorney General  
100 N. Carson Street  
Carson City, Nevada 89701

This Request for Application is also posted on the Nevada Housing Division's website at <http://housing.nv.gov> and at Nevada's Public Notice website at <https://notice.nv.gov>.

## **Checklist for Package Contents**

Provided to assist Applicant in ensuring all required components of Application are submitted.

### **Application Documents:**

- Complete the Application forms starting on page 15 of this Request for Application for Service Providers:
  - Complete, sign and date the Application Form (page 15).
  - Complete the Experience form (page 16).
  - Complete Applicant's Current Year to Date Production and Expenditures form (page 17).
  - Complete the Outreach and Client Education form (page 18);
  - Complete Staffing chart (page 18);
  - Complete the Training form (page 19);
  - Complete the SFY 2019 Proposed Monthly Production and Expenditure Timeline form (page 20); and
  - Answer DEAL Program Questions (page 20).

### **Attachment Documents:**

- Place the signed and dated Application Attachment Cover Sheet in front of all Attachments (page 21).
- Attachments to be submitted with Application included:
  - Proof public or non-profit entity status;
  - Resumes of Program Manager/Primary Contact and Key Staff;
  - Licenses, Certificates and other requested documents; and
  - Printout of Applicant's debarment search results from the System for Award Management.
- Include a signed Debarment Statement form (pages 22 and 23).

# NHD Weatherization Assistance Program

## Application Form

Date:

Service Provider Name:

Name of Primary Contact:

Title:

Address:

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City

State

Zip Code

Phone: Area Code:

DUNS Number:

CAGE Number:

Service Provider has pending or unresolved litigation Yes \_\_\_\_\_ No \_\_\_\_\_

If pending our unresolved litigation please explain below:

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Service Area (s) Applicant is applying for: \_\_\_\_\_  
(See Appendix A, pages 24-25)

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**Name**

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**Title**

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**Signature**

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**Date**

**Experience:** Limit response to three (3) pages:

Please list Applicant's experience in administering a government or public utility funded residential energy conservation program/weatherization assistance program, a housing rehabilitation program or a program designated to assist low-income families.

Please explain the type of weatherization or energy-related home improvements in which the Respondent:

( ) has knowledge ( ) has direct experience performing ( ) has training to perform

- 1) Attic, wall, floor or duct insulation
- 2) Windows and Doors (Repair and Replace)
- 3) Solar Screens (southern Nevada)
- 4) Heating and Air Conditioning Repairs and Replacements
- 5) Water Heaters
- 6) Mitigating Air Infiltration
- 7) Reducing Electric Base Load Consumption
- 8) Other \_\_\_\_ Explain.

How long has the Applicant performed weatherization assistance services?

\_\_\_ Years \_\_\_ Months

What is Applicant's experience in serving low-income?

Why is the Applicant best suited to provide services in the service area(s)?



### Applicant's Current Year to Date Production and Expenditures

Please provide Applicant's current State Fiscal Year's Production and Expenditures with projections for the months not yet reported to NHD.

Service Area: \_\_\_\_\_

Month	Number of Completed Projects	Expenditures
July 2017		
August 2017		
September 2017		
October 2017		
November 2017		
December 2017		
January 2018		
February 2018		
March 2018 - proposed		
April 2018 - proposed		
May 2018 - proposed		
June 2018 - proposed		
<b>Total</b>		

**Outreach and Client Education:** Limit response to three (3) pages:

Describe any successful outreach and education efforts Applicant performed or is currently performing.

Describe Applicant's strategy in reaching hard-to-reach Clients; such as, those located in rural counties or rural areas of the county.

**Staffing – Please include proposed staff Applicant will utilize for the WAP**

<b>Staffing Full Name</b>	<b>Title/Function</b>	<b>Salary</b>	<b>% of Time</b>

## Training

Please list any staff members experienced in participating in a weatherization assistance program with respect to training, auditing, installation or inspection of work performed in the field.

<b>Staffing Full Name</b>	<b>Job Title</b>	<b>License or Certification</b>	<b>Course Title (Training, Auditing, Installation, Inspection)</b>	<b>Date of Course</b>	<b>Company Sponsoring Training</b>

## SFY 2019 Proposed Monthly Production and Expenditure Timeline

Please provide Applicant’s proposed production and expenditure schedule for the period of July 1, 2018 through June 30, 2019.

Service Area (s): \_\_\_\_\_

Month	Projected Number of Completed Projects	Projected Expenditures
July 2018		
August 2018		
September 2018		
October 2018		
November 2018		
December 2018		
January 2019		
February 2019		
March 2019		
April 2019		
May 2019		
June 2019		
<b>Total</b>		

### DEAL Program Questions

Is the Applicant willing to receive DEAL funded projects in this service area? \_\_\_\_\_

Is the Applicant willing to receive DEAL funded projects **outside** of their requested service area? \_\_\_\_\_

If the Applicant is willing to receive DEAL funded projects, what is the maximum number of DEAL funded projects the Applicant is willing to commit to complete in SFY 2019?

\_\_\_\_\_

## Attachments for Application Form

### Cover Sheet

**Pease place Attachments behind this Cover Sheet:**

- Attachment A      Attach proof of public or non-profit entity status.
- Attachment B      Attach resumes of Program Manager/Primary Contact and Key Staff.
- Attachment C      Attach Licenses, Certificates and other documents detailed below:
- Nevada Secretary of State and County and/or City Government;
  - Real Estate Division Energy Auditor (**1 employee minimum** and attach all certificates for Applicant) or a copy of the exemption letter provided to Applicant by the Real Estate Division;
  - Community Action Agency, if applicable;
  - Energy Auditor License (**1 employee minimum** and attach all licenses for Applicant);
  - BPI Building Analyst Professional Certificate (**1 employee minimum** and attach all licenses for Applicant); and
  - BPI Quality Control Inspector Certificate (**1 employee minimum** and attach all licenses for Applicant).
- Attachment D      Printout of Applicant’s debarment search results from the System for Award Management.
- Attachment E      Signed **Debarment Statement** form (Certification Regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions).

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**Name**

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**Title**

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**Signature**

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**Date**

## **Debarment Statement**

Certification Regarding  
Debarment, Suspension, and Other Responsibility Matters  
Primary Covered Transactions

**This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).**

(Before Signing Certification, Read Attached Instruction)

- 1. The prospective agency certifies to the best of its knowledge and belief, that it and its principals:**
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;**
  - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;**
  - c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offense enumerated in paragraph (1)(b) of this certification; and**
  - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.**

2. **Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.**

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

\_\_\_\_\_

**Name**

\_\_\_\_\_

**Title**

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Service Areas**

<b>Service Area 1 – North Las Vegas and Northern Rural Clark County</b>
Bunkerville
Glendale
Indian Springs
Logandale
Mesquite
North Las Vegas (City)
Overton
Sunrise Manor
Moapa
Moapa Valley
Mt. Charleston
North of Charleston (Cities or neighborhoods not named above)

<b>Service Area 2 – Las Vegas, Henderson and Southern Rural Clark County</b>
Arden
Blue Diamond
Cal-Nev-Ari
Enterprise
Goodsprings
Jean
Las Vegas (City)
Laughlin
Nelson
Primm
Sandy Valley
Sloan
Summerlin
Spring Valley
Searchlight
Whitney
Winchester
Boulder City
Paradise
South of Charleston (Cities or neighborhoods not named above)



**Service Area 3 – Washoe County**

Washoe County including Reno, Sparks and Rural Washoe County

**Service Area 4 – Easter Rural Counties**

Elko County

Esmeralda County

Eureka County

Humboldt County

Lander County

Lincoln County

Mineral County

Nye County

Pershing County

White Pine County

**Service Area 5 – Carson City and Western Rural Counties**

Carson City

Churchill County

Douglas County

Lyon County

Storey County

**End of the Request for Application for Service Providers**