**Notification of Funding Availability (NOFA) #145 Elevator Modernization Project (EMP)**

**Attachment 2: Applicant Questionnaire**

**Part I**

**Applicant Information**

|  |  |
| --- | --- |
| Name of Owner:  |   |
|  |  |
| Name of Non-Profit:  |   |
|  |  |
| Headquarter Address:  |   |
|  |  |
| Site Name & Address: |   |
|  |  |
| Phone No.: |   |
|  |  |
| Contact Name & Title:  |   |
|  |  |
| E-mail: |   |
|  |  |
| Non-profit SF Supplier ID:  |   |
|  |  |
| Non-profit Federal Tax ID: |   |
|  |  |
| Payment Terms: |   |
|  |  |
| Person Preparing Proposal:  |   |
|  |  |
|  |  |

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**Part II**

**Applicant Questionnaire**

|  |  |  |
| --- | --- | --- |
| **Question** | **Yes** | **No** |
| 1. **Do you certify that you have complied and will continue to comply with “Limitation on Communications” on page 1 of this Solicitation?**
 |  |  |
| 1. **Have you registered as a Bidder or Supplier, through the Supplier Portal** ([*https://sfcitypartner.sfgov.org/*](https://sfcitypartner.sfgov.org/))?

If yes, what is your Bidder ID or Supplier ID? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| 1. **Has your company enrolled with Paymode-X to receive electronic payments from the City?**

<https://www.paymode.com/city_countyofsanfrancisco> |  |  |
| 1. **Have you registered your business with the San Francisco Treasurer & Tax Collector as required prior to submission of any Proposal?**

*Enter your Business Tax Registration ID here*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| 1. **Can you comply with the terms set forth in Attachment 1 City’s Proposed Grant Terms?**
 |  |  |
| 1. **Have you submitted with your Proposal Appendix 1: Written Proposal that complies with the requirements of the accompanying solicitation document?**

If you reply NO to any document, please explain. |  |  |
| 1. **Have you submitted with your Proposal Appendix 2: Minimum Proposal Requirements outlined in the accompanying solicitation document?**

If you reply NO to any document, please explain. |  |  |
| 1. **Have you submitted with your Proposal a Budget Proposal that complies with the requirements of the accompanying solicitation document?**

If you reply NO to any document, please explain. |  |  |
| 1. **Have you submitted with your Proposal all the Required Supporting Documentation outlined in the accompanying solicitation document?**

Required Supporting Documentation includes:* Completed and signed Attachment 2: Proposer Questionnaire
* Completed Attachment 3: HCAO and MCO Declarations Forms
* Completed Attachment 4: First Source Hiring Form
* Completed Attachment 5: CMD Form 3
* Completed Attachment 6: Non-Elevator Structural and Ancillary Building Components and System Issues Disclosure Form

If you reply NO to any document, please explain. |  |  |

**Part III.**

**Applicant Certification of Truth, Accuracy, and Completeness**

I certify that based on information and belief formed after reasonable inquiry, the statements and information contained in this document are true, accurate, and complete. Additionally, by submitting this bid/proposal, I attest that I have reviewed and accepted all terms found in this solicitation, any and all addenda issued to this solicitation, and City’s contract terms.

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Owner Name

|  |
| --- |
|  |

Non-Profit Name

|  |  |  |
| --- | --- | --- |
|  |  |  |

Signature of Authorized Representative of Joint Applicants Date

|  |
| --- |
|  |

Print Name and Title