


ATTACHMENT "A"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

SIGNATURE AUTHORIZATION

Proposer: Griffin/Swinerton, LLC (Griffin|Swinerton)

- A. I hereby certify that I have the authority to submit this Proposal to the City of Rialto for the above listed individual or company. I certify that I have the authority to bind myself/this company in a contract should I be successful in my proposal.



SIGNATURE

- B. The following information relates to the legal contractor listed above, whether an individual or a company. Place check marks as appropriate:

1. If successful, the contract language should refer to me/my company as:

☒ **A Limited Liability Company (LLC) incorporated in Delaware.**

☐ An individual;

☐ A partnership, Partners' names: _____

☐ A company; (registered in _____)

☐ A corporation; (incorporated in _____)

2. My tax identification number is: 82-3603195

ADDENDA ACKNOWLEDGMENT:

Acknowledgment of Receipt of any Addenda issued by the City for this RFP is required by including the acknowledgment with your proposal. Failure to acknowledge the Addenda issued may result in your proposal being deemed non-responsive.

In the space provided below, please acknowledge receipt of each Addenda:

Addendum(s) # 1, 2, 3 is/are hereby acknowledged.

The "Small Business Concerns Information" sheet shall be included as part of Attachment "A"

Request for Proposals

Attachment "A" – Small Business Concerns Information

The Proposer shall furnish the following information. Additional sheets may be attached, if necessary.

- (1) Name: Griffin|Swinerton
- (2) Address: 1 Technology Drive, Suite I-829, Irvine, California 92618
- (3) Phone No.: 949.497.9000 Fax No.: _____
- (4) E-Mail: info@griffinswinerton.com
- (5) Type of Firm: (Check all that apply)
____ Individual _____ Partnership _____ Corporation
____ Minority Business Enterprise (MBE) _____ Women Business Enterprise (WBE)
____ Small Disadvantaged Business (SDB) _____ Veteran Owned Business
____ Disabled Veteran Owned Business _____ ☒ Other Limited Liability Company (LLC)
- (6) Business License: ____ Yes ☒ No License Number: _____
- (7) Tax Identification Number: 82-3603195
- (8) Names and Titles of corporate members of the firm:
Swinerton Builders Managing Member
Griffin Structures Managing Member

- (9) Three (3) projects of this type recently completed:
Type of project: Orange County Civic Center
(County Administration South Building - Phase I, County Administration North Building - Phase II)
Contract Amount: \$188 M - Phase I, \$200M - Phase II Date Completed: Phase I: 08/2019, Phase II: 07/2022
Owner: County of Orange, Thomas Miller, Chief Real Estate Officer Phone: 714.834.6019
Type of project: Police Services Headquarters, Salinas, California
Contract Amount: \$51M Date Completed: 04/2020
Owner: City of Salinas, David Jacobs, Director of Public Works Phone: 831.758.7241
Type of project: Quartz Hill Public Library
Contract Amount: \$12M Date Completed: 07/2016
Owner: County of Los Angeles, Fred Hungerford Phone: 951.444.6141
Former Chief County Librarian (retired)

Request for Proposals

ATTACHMENT "B"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

NON-COLLUSION AFFIDAVIT

The undersigned, being first duly sworn, deposes and says that he or she is the following person authorized to submit the attached proposal from the following firm (herein the "Proposer"):

Griffin/Swinerton, LLC (Griffin|Swinerton)

Further, that the Proposal is not made in the interests of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from Proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereof, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Proposal depository, or any other member or agent thereof to effectuate a collusive or sham Proposal.

By: Korin Crawford
Signature

Title: Executive Vice President
Korin Crawford

Subscribed and sworn to before this 29 day of July, 2022

Request for Proposals

ATTACHMENT "C"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

CONFLICT DISCLOSURE FORM



CITY OF RIALTO

DISCLOSURES REQUIRED BY PERSONS OR ENTITIES CONTRACTING WITH THE CITY OF RIALTO*

Pursuant to City of Rialto Municipal Code Section 2.48.510, all persons or business entities supplying any goods or services to the city, or seeking a loan or grant awarded by the city, whether through an application or proposal, shall disclose in such application or proposal whether any city officer, employee, or consultant may have a financial or non-financial interest in the person or business entity, or in any member, employee, owner, or officer of the business entity.

- A financial interest shall mean any interest that is prohibited under state law, including California Government Code Sections 1090 and 87100, and California Code of Regulation Section 18700 et seq.
- A non-financial interest shall mean any interest that is prohibited by City of Rialto Municipal Code Section 2.48.450.

For the purpose of helping the City understand whether City personnel might have a conflict of interest in you or your organization, please disclose below whether you or any of your members, employees, paid or unpaid officers, paid or unpaid directors, or owners are (or are related to) a City elected or appointed official, a City officer, or a City employee or consultant.

Name of Your Organization's Affected Member, Employee, Paid or Unpaid Officer, Paid or Unpaid Director, or Owner	Name of City Elected or Appointed Official, City Officer, a City Employee or Consultant	Relationship Between the Two
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A

By submitting this [application/proposal], or supplying any goods or services to the City, the [applicant/vendor/contractor/consultant] hereby attests under penalty of perjury, personally and/or on behalf of the entity [submitting this application/proposal or supplying any goods or services to the City] that no City of Rialto elected or appointed official, employee or consultant has a financial or non-financial interest, as such terms are defined in California Government Code Sections 1090 and 87100 and in City of Rialto Code of Ordinances Section 2.48.145, in the [applicant/vendor/contractor/consultant], except as specifically disclosed herein.

Name of Person/Entity: Griffin/Swinerton, LLC (Griffin|Swinerton)

Title: Executive Vice President

Signature: Korin Crawford Date: July 29, 2022
Korin Crawford

Form Date 11/11/2021

Request for Proposals

**ATTACHMENT “C”
CONFLICT DISCLOSURE FORM**

2.48.450 Employee conflict of interest.

- (1) No covered person shall participate in the making of a grant or contract by the city in which the covered person has a conflicting interest.
- (2) For purposes of this section, the following definitions shall apply:
 - (a) A “covered person” includes any person who holds an elected or appointed City office, a City officer, a City employee, and any person who is a consultant to the City.
 - (b) A “conflicting interest” includes, but is not limited to, those decisions where:
 - (i) A covered person holds or has held within the previous twelve months a position with a potential grant or contract recipient;
 - (ii) A close relative of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient;
 - (iii) A close relative of the spouse or domestic partner of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient.
 - (c) “Position” includes the status of a member, employee, owner, paid or unpaid officer of, paid or unpaid leadership position in, or had an ownership interest in, a grant or contract recipient.
 - (d) A “close relative” includes a spouse, parent, grandparent, child, grandchild, aunt, uncle, or cousin.
 - (e) “Participate in the making of a grant or contract” includes participation in: drafting a solicitation or contract; negotiating, voting on, approving, or executing a grant or contract; discussion of same with any city officer or employee; or attempts in any way to influence the making of a grant or contract.
- (3) This prohibition shall not apply to a contract let by written competitive bid where the contract will be awarded to the person or entity who submits the lowest responsible and responsive bid.
- (4) Except for the Mayor or a member of the City Council, a covered person may request a waiver of any potential conflict of interest in writing from the City Manager. Any request for such a waiver must include full disclosure of the potential conflict of interest and a statement detailing any mitigating factors. The request and the City Manager’s response shall be provided to the City Council prior to any vote to approve the contract or grant, or if City Council approval is not required, at least five days before the contract or grant is approved. The request and the City Manager’s response shall be considered a public record.
- (5) The prohibitions in this section are in addition to any applicable federal or state conflict of interest laws, including but not limited to Government Code section 1090, and Government Code section 87100 *et seq.*

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT “C” CONFLICT DISCLOSURE FORM

- (6) Any person who violates this section is subject to the following:
- (a) Public censure;
 - (b) If the conflict of interest was in the making of a contract, a prohibition from participation in the making of a contract by the city for a period of time up to twelve (12) months from the date of the imposition of the discipline;
 - (c) If the conflict of interest was in the making of a grant, a prohibition from participation in the making of a grant by the city for a period of time of up to twenty-four (24) months from the date of the imposition of the discipline;
 - (d) An administrative fine pursuant to Chapter 1.10 of this code.
- (7) The discipline specified herein may be imposed:
- (a) By the City Manager in the case of any employee or consultant who violates this section.
 - (b) By the City Council in the case of any person who holds an elected or appointed City office, or any City officer who violates this section.

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT "D"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

DEBARMENT AND SUSPENSION CERTIFICATION

Proposer

The ~~Consultant~~ ^{Proposer}, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

None.

Exceptions will not necessarily result in denial of award, but will be considered in determining Proposer responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

Proposer

~~Consultant~~ Name: Griffin/Swinerton, LLC (Griffin|Swinerton)

July 29, 2022

(Date)



(Signature)

Korin Crawford, Executive Vice President

(Name & Title)

Request for Proposals

ATTACHMENT "E"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

NON-DISCRIMINATION CERTIFICATION

Proposer

In connection with its performance under this Agreement, the ~~Consultant~~ hereby certifies that it shall not discriminate in its employment with regard to age, handicap, race, color, religion, gender, gender identity, sex, sexual orientation, or national origin; that it is in compliance with all federal, state, local directives, and executive orders regarding non-discrimination in employment; and that it agrees to demonstrate positively and aggressively the principle of equal employment opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.
2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.
3. To take affirmative steps to hire minority employees within the company.

Proposer

~~Consultant~~ Name: Griffin/Swinerton, LLC (Griffin|Swinerton)

July 29, 2022

(Date)



(Signature)

Korin Crawford, Executive Vice President

(Name & Title)

Proposer's

Attached herewith is a copy of the ~~Consultant's~~ currently adopted equal opportunity employment program.

Request for Proposals

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

This Company is an equal opportunity employer and makes employment decisions on the basis of merit, qualifications, and competence. We want to have the best available persons in every job. Company policy prohibits unlawful discrimination based on race, ethnicity, color, gender (including gender identity and gender expression) religion (all aspects of religious beliefs, observance or practice, including religious dress or grooming practices) marital status, registered domestic partner status, age, national origin (includes language use and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law), ancestry, physical or mental disability, protected medical condition,(including cancer or a record or history of cancer, and genetic characteristics), sex (including pregnancy, childbirth, breastfeeding or related medical condition), genetic information, sexual orientation, military and veteran status, citizenship status, or any other consideration made unlawful by federal, state or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics. Discrimination can also include failing to reasonably accommodate religious practices or qualified individuals with disabilities where the accommodation does not pose an undue hardship. All such discrimination is unlawful.

The Company is committed to complying with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in the company operations. The Company prohibits unlawful discrimination against any job applicant, employee or unpaid intern by any employee of the Company, including supervisors and co-workers.

If you believe you have been subjected to any form of unlawful discrimination, provide a written complaint to your supervisor or other company supervisor. An employee is not required to complain to their supervisor or the individual with day-to-day personnel responsibilities if that person is the individual who allegedly and/or is unlawfully discriminating against the employee, but may instead report the unlawful discrimination to any other member of management, including the Head of the Human Resources Department.

Supervisors and managers who receive complaints or who observe unlawful discriminatory conduct should immediately inform the Head of the Human Resources Department or other appropriate company employee so that an investigation may be initiated.

Your complaint should be specific and should include the names of the individuals involved and the names of any witnesses. If you need assistance with your complaint, or if you prefer to make a complaint in person, contact the Head of Human Resources Department. The Company will immediately undertake an investigation intended to be effective, thorough and objective and will attempt to resolve the situation.

If the Company determines that unlawful discrimination has occurred, remedial action will be taken commensurate with the severity of the offense. Appropriate action will also be taken to deter any future discrimination. The Company will not retaliate against you for filing a complaint and will not knowingly permit retaliation by management employees or your co-workers.

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Company will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. The Company is also committed to complying with all laws protecting employees', unpaid interns' and volunteers' religious beliefs and observances.

Any applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the Head of the Human Resources Department and discuss the need for an accommodation. The Company will engage in an interactive process and assessment with the employee to identify possible accommodations, if any that will help the applicant or employee perform the job. An applicant or employee who requires an accommodation of a religious belief or practice (including religious dress and grooming practices, such as religious clothing or hairstyles) job should contact a Company representative with day-to-day personnel responsibilities and discuss the need for accommodation. If the accommodation is reasonable, considering various factors, including, but not limited to, the nature and cost of the accommodation, the availability of tax credits and deductions, outside funding, the facility's overall financial resources and organization, and the accommodation's impact on the operation of the facility, including its impact on the ability of other employees to perform their essential job functions and on the facility's ability to conduct business, and will not impose an undue hardship, the Company will make the accommodation.

ATTACHMENT "B"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

NON-COLLUSION AFFIDAVIT

The undersigned, being first duly sworn, deposes and says that he or she is the following person authorized to submit the attached proposal from the following firm (herein the "Proposer"):

Public Facilities Group (PFG)

Further, that the Proposal is not made in the interests of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from Proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereof, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Proposal depository, or any other member or agent thereof to effectuate a collusive or sham Proposal.

By: _____
Signature

Title: President
John Finke

Subscribed and sworn to before this 29 day of July, 2022.

Request for Proposals
Development of a New Police Station
Attachment "B"

ATTACHMENT "C"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

CONFLICT DISCLOSURE FORM



CITY OF RIALTO

DISCLOSURES REQUIRED BY PERSONS OR ENTITIES CONTRACTING WITH THE CITY OF RIALTO*

Pursuant to City of Rialto Municipal Code Section 2.48.510, all persons or business entities supplying any goods or services to the city, or seeking a loan or grant awarded by the city, whether through an application or proposal, shall disclose in such application or proposal whether any city officer, employee, or consultant may have a financial or non-financial interest in the person or business entity, or in any member, employee, owner, or officer of the business entity.

- A financial interest shall mean any interest that is prohibited under state law, including California Government Code Sections 1090 and 87100, and California Code of Regulation Section 18700 *et seq.*
- A non-financial interest shall mean any interest that is prohibited by City of Rialto Municipal Code Section 2.48.450.

For the purpose of helping the City understand whether City personnel might have a conflict of interest in you or your organization, please disclose below whether you or any of your members, employees, paid or unpaid officers, paid or unpaid directors, or owners are (or are related to) a City elected or appointed official, a City officer, or a City employee or consultant.

Name of Your Organization's Affected Member, Employee, Paid or Unpaid Officer, Paid or Unpaid Director, or Owner	Name of City Elected or Appointed Official, City Officer, a City Employee or Consultant	Relationship Between the Two
N.A.	N.A.	N.A.

By submitting this [application/proposal], or supplying any goods or services to the City, the [applicant/vendor/contractor/consultant] hereby attests under penalty of perjury, personally and/or on behalf of the entity [submitting this application/proposal or supplying any goods or services to the City] that no City of Rialto elected or appointed official, employee or consultant has a financial or non-financial interest, as such terms are defined in California Government Code Sections 1090 and 87100 and in City of Rialto Code of Ordinances Section 2.48.145, in the [applicant/vendor/contractor/consultant], except as specifically disclosed herein.

Name of Person/Entity: Public Facilities Group (PFG)

Title: President

Signature:  Date: 07/29/2022

John Finke
Form Date 11/11/2021

Request for Proposals
Development of a New Police Station
Attachment "C"

**ATTACHMENT “C”
CONFLICT DISCLOSURE FORM**

2.48.450 Employee conflict of interest.

- (1) No covered person shall participate in the making of a grant or contract by the city in which the covered person has a conflicting interest.
- (2) For purposes of this section, the following definitions shall apply:
 - (a) A “covered person” includes any person who holds an elected or appointed City office, a City officer, a City employee, and any person who is a consultant to the City.
 - (b) A “conflicting interest” includes, but is not limited to, those decisions where:
 - (i) A covered person holds or has held within the previous twelve months a position with a potential grant or contract recipient;
 - (ii) A close relative of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient;
 - (iii) A close relative of the spouse or domestic partner of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient.
 - (c) “Position” includes the status of a member, employee, owner, paid or unpaid officer of, paid or unpaid leadership position in, or had an ownership interest in, a grant or contract recipient.
 - (d) A “close relative” includes a spouse, parent, grandparent, child, grandchild, aunt, uncle, or cousin.
 - (e) “Participate in the making of a grant or contract” includes participation in: drafting a solicitation or contract; negotiating, voting on, approving, or executing a grant or contract; discussion of same with any city officer or employee; or attempts in any way to influence the making of a grant or contract.
- (3) This prohibition shall not apply to a contract let by written competitive bid where the contract will be awarded to the person or entity who submits the lowest responsible and responsive bid.
- (4) Except for the Mayor or a member of the City Council, a covered person may request a waiver of any potential conflict of interest in writing from the City Manager. Any request for such a waiver must include full disclosure of the potential conflict of interest and a statement detailing any mitigating factors. The request and the City Manager’s response shall be provided to the City Council prior to any vote to approve the contract or grant, or if City Council approval is not required, at least five days before the contract or grant is approved. The request and the City Manager’s response shall be considered a public record.
- (5) The prohibitions in this section are in addition to any applicable federal or state conflict of interest laws, including but not limited to Government Code section 1090, and Government Code section 87100 *et seq.*

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT “C” CONFLICT DISCLOSURE FORM

- (6) Any person who violates this section is subject to the following:
- (a) Public censure;
 - (b) If the conflict of interest was in the making of a contract, a prohibition from participation in the making of a contract by the city for a period of time up to twelve (12) months from the date of the imposition of the discipline;
 - (c) If the conflict of interest was in the making of a grant, a prohibition from participation in the making of a grant by the city for a period of time of up to twenty-four (24) months from the date of the imposition of the discipline;
 - (d) An administrative fine pursuant to Chapter 1.10 of this code.
- (7) The discipline specified herein may be imposed:
- (a) By the City Manager in the case of any employee or consultant who violates this section.
 - (b) By the City Council in the case of any person who holds an elected or appointed City office, or any City officer who violates this section.

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT "D"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

DEBARMENT AND SUSPENSION CERTIFICATION

Proposer

The ~~Consultant~~, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award, but will be considered in determining Proposer responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

Proposer

~~Consultant~~ Name: Public Facilities Group

07/29/2022

(Date)



(Signature)

John Finke, President

(Name & Title)

Request for Proposals
Development of a New Police Station
Attachment "D"

ATTACHMENT "E"

REQUEST FOR PROPOSAL #22-062

Development of a New Police Station

NON-DISCRIMINATION CERTIFICATION

Proposer

In connection with its performance under this Agreement, the ~~Consultant~~ hereby certifies that it shall not discriminate in its employment with regard to age, handicap, race, color, religion, gender, gender identity, sex, sexual orientation, or national origin; that it is in compliance with all federal, state, local directives, and executive orders regarding non-discrimination in employment; and that it agrees to demonstrate positively and aggressively the principle of equal employment opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.
2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.
3. To take affirmative steps to hire minority employees within the company.

Proposer

~~Consultant~~ Name: Public Facilities Group

07/29/2022

(Date)



(Signature)

John Finke, President

(Name & Title)

Attached herewith is a copy of the Proposer's currently adopted equal opportunity employment program.

Request for Proposals
Development of a New Police Station
Attachment "E"

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

This Company is an equal opportunity employer and makes employment decisions on the basis of merit, qualifications, and competence. We want to have the best available persons in every job. Company policy prohibits unlawful discrimination based on race, ethnicity, color, gender (including gender identity and gender expression) religion (all aspects of religious beliefs, observance or practice, including religious dress or grooming practices) marital status, registered domestic partner status, age, national origin (includes language use and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law), ancestry, physical or mental disability, protected medical condition,(including cancer or a record or history of cancer, and genetic characteristics), sex (including pregnancy, childbirth, breastfeeding or related medical condition), genetic information, sexual orientation, military and veteran status, citizenship status, or any other consideration made unlawful by federal, state or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics. Discrimination can also include failing to reasonably accommodate religious practices or qualified individuals with disabilities where the accommodation does not pose an undue hardship. All such discrimination is unlawful.

The Company is committed to complying with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in the company operations. The Company prohibits unlawful discrimination against any job applicant, employee or unpaid intern by any employee of the Company, including supervisors and co-workers.

If you believe you have been subjected to any form of unlawful discrimination, provide a written complaint to your supervisor or other company supervisor. An employee is not required to complain to their supervisor or the individual with day-to-day personnel responsibilities if that person is the individual who allegedly and/or is unlawfully discriminating against the employee, but may instead report the unlawful discrimination to any other member of management, including the Head of the Human Resources Department.

Supervisors and managers who receive complaints or who observe unlawful discriminatory conduct should immediately inform the Head of the Human Resources Department or other appropriate company employee so that an investigation may be initiated.

Your complaint should be specific and should include the names of the individuals involved and the names of any witnesses. If you need assistance with your complaint, or if you prefer to make a complaint in person, contact the Head of Human Resources Department. The Company will immediately undertake an investigation intended to be effective, thorough and objective and will attempt to resolve the situation.

If the Company determines that unlawful discrimination has occurred, remedial action will be taken commensurate with the severity of the offense. Appropriate action will also be taken to deter any future discrimination. The Company will not retaliate against you for filing a complaint and will not knowingly permit retaliation by management employees or your co-workers.

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Company will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. The Company is also committed to complying with all laws protecting employees', unpaid interns' and volunteers' religious beliefs and observances.

Any applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the Head of the Human Resources Department and discuss the need for an accommodation. The Company will engage in an interactive process and assessment with the employee to identify possible accommodations, if any that will help the applicant or employee perform the job. An applicant or employee who requires an accommodation of a religious belief or practice (including religious dress and grooming practices, such as religious clothing or hairstyles) job should contact a Company representative with day-to-day personnel responsibilities and discuss the need for accommodation. If the accommodation is reasonable, considering various factors, including, but not limited to, the nature and cost of the accommodation, the availability of tax credits and deductions, outside funding, the facility's overall financial resources and organization, and the accommodation's impact on the operation of the facility, including its impact on the ability of other employees to perform their essential job functions and on the facility's ability to conduct business, and will not impose an undue hardship, the Company will make the accommodation.

ATTACHMENT "B"


REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

NON-COLLUSION AFFIDAVIT

The undersigned, being first duly sworn, deposes and says that he or she is the following person authorized to submit the attached proposal from the following firm (herein the "Proposer"):

Griffin Structures, Inc.

Further, that the Proposal is not made in the interests of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from Proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereof, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Proposal depository, or any other member or agent thereof to effectuate a collusive or sham Proposal.

By: 
Signature

Title: Chief Executive Officer
Roger Torriero

Subscribed and sworn to before this 29 day of July, 2022

Request for Proposals

ATTACHMENT "C"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

CONFLICT DISCLOSURE FORM



CITY OF RIALTO

DISCLOSURES REQUIRED BY PERSONS OR ENTITIES CONTRACTING WITH THE CITY OF RIALTO*

Pursuant to City of Rialto Municipal Code Section 2.48.510, all persons or business entities supplying any goods or services to the city, or seeking a loan or grant awarded by the city, whether through an application or proposal, shall disclose in such application or proposal whether any city officer, employee, or consultant may have a financial or non-financial interest in the person or business entity, or in any member, employee, owner, or officer of the business entity.

- A financial interest shall mean any interest that is prohibited under state law, including California Government Code Sections 1090 and 87100, and California Code of Regulation Section 18700 *et seq.*
- A non-financial interest shall mean any interest that is prohibited by City of Rialto Municipal Code Section 2.48.450.


For the purpose of helping the City understand whether City personnel might have a conflict of interest in you or your organization, please disclose below whether you or any of your members, employees, paid or unpaid officers, paid or unpaid directors, or owners are (or are related to) a City elected or appointed official, a City officer, or a City employee or consultant.

Name of Your Organization's Affected Member, Employee, Paid or Unpaid Officer, Paid or Unpaid Director, or Owner	Name of City Elected or Appointed Official, City Officer, a City Employee or Consultant	Relationship Between the Two
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A

By submitting this [application/proposal], or supplying any goods or services to the City, the [applicant/vendor/contractor/consultant] hereby attests under penalty of perjury, personally and/or on behalf of the entity [submitting this application/proposal or supplying any goods or services to the City] that no City of Rialto elected or appointed official, employee or consultant has a financial or non-financial interest, as such terms are defined in California Government Code Sections 1090 and 87100 and in City of Rialto Code of Ordinances Section 2.48.145, in the [applicant/vendor/contractor/consultant], except as specifically disclosed herein.

Name of Person/Entity: Griffin Structures, Inc.

Title: Chief Executive Officer

Signature:  Date: July 29, 2022

Roger Torriero

Form Date 11/11/2021

Request for Proposals

**ATTACHMENT “C”
CONFLICT DISCLOSURE FORM**

2.48.450 Employee conflict of interest.

- (1) No covered person shall participate in the making of a grant or contract by the city in which the covered person has a conflicting interest.
- (2) For purposes of this section, the following definitions shall apply:
 - (a) A “covered person” includes any person who holds an elected or appointed City office, a City officer, a City employee, and any person who is a consultant to the City.
 - (b) A “conflicting interest” includes, but is not limited to, those decisions where:
 - (i) A covered person holds or has held within the previous twelve months a position with a potential grant or contract recipient;
 - (ii) A close relative of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient;
 - (iii) A close relative of the spouse or domestic partner of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient.
 - (c) “Position” includes the status of a member, employee, owner, paid or unpaid officer of, paid or unpaid leadership position in, or had an ownership interest in, a grant or contract recipient.
 - (d) A “close relative” includes a spouse, parent, grandparent, child, grandchild, aunt, uncle, or cousin.
 - (e) “Participate in the making of a grant or contract” includes participation in: drafting a solicitation or contract; negotiating, voting on, approving, or executing a grant or contract; discussion of same with any city officer or employee; or attempts in any way to influence the making of a grant or contract.
- (3) This prohibition shall not apply to a contract let by written competitive bid where the contract will be awarded to the person or entity who submits the lowest responsible and responsive bid.
- (4) Except for the Mayor or a member of the City Council, a covered person may request a waiver of any potential conflict of interest in writing from the City Manager. Any request for such a waiver must include full disclosure of the potential conflict of interest and a statement detailing any mitigating factors. The request and the City Manager’s response shall be provided to the City Council prior to any vote to approve the contract or grant, or if City Council approval is not required, at least five days before the contract or grant is approved. The request and the City Manager’s response shall be considered a public record.
- (5) The prohibitions in this section are in addition to any applicable federal or state conflict of interest laws, including but not limited to Government Code section 1090, and Government Code section 87100 *et seq.*

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT “C” CONFLICT DISCLOSURE FORM

- (6) Any person who violates this section is subject to the following:
- (a) Public censure;
 - (b) If the conflict of interest was in the making of a contract, a prohibition from participation in the making of a contract by the city for a period of time up to twelve (12) months from the date of the imposition of the discipline;
 - (c) If the conflict of interest was in the making of a grant, a prohibition from participation in the making of a grant by the city for a period of time of up to twenty-four (24) months from the date of the imposition of the discipline;
 - (d) An administrative fine pursuant to Chapter 1.10 of this code.
- (7) The discipline specified herein may be imposed:
- (a) By the City Manager in the case of any employee or consultant who violates this section.
 - (b) By the City Council in the case of any person who holds an elected or appointed City office, or any City officer who violates this section.

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT "D"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

DEBARMENT AND SUSPENSION CERTIFICATION

Proposer

The ~~Consultant~~ ^{Proposer}, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

None.

Exceptions will not necessarily result in denial of award, but will be considered in determining Proposer responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

Proposer

~~Consultant~~ Name: Griffin Structures, Inc.

July 29, 2022

(Date)



(Signature)

Roger Torriero, Chief Executive Officer

(Name & Title)

Request for Proposals

ATTACHMENT "E"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

NON-DISCRIMINATION CERTIFICATION

Proposer

In connection with its performance under this Agreement, the ~~Consultant~~ hereby certifies that it shall not discriminate in its employment with regard to age, handicap, race, color, religion, gender, gender identity, sex, sexual orientation, or national origin; that it is in compliance with all federal, state, local directives, and executive orders regarding non-discrimination in employment; and that it agrees to demonstrate positively and aggressively the principle of equal employment opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.
2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.
3. To take affirmative steps to hire minority employees within the company.

Proposer

~~Consultant~~ Name: Griffin Structures, Inc.

July 29, 2022

(Date)



(Signature)

Roger Torriero, Chief Executive Officer

(Name & Title)

Proposer's

Attached herewith is a copy of the ~~Consultant's~~ currently adopted equal opportunity employment program.

Request for Proposals

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

This Company is an equal opportunity employer and makes employment decisions on the basis of merit, qualifications, and competence. We want to have the best available persons in every job. Company policy prohibits unlawful discrimination based on race, ethnicity, color, gender (including gender identity and gender expression) religion (all aspects of religious beliefs, observance or practice, including religious dress or grooming practices) marital status, registered domestic partner status, age, national origin (includes language use and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law), ancestry, physical or mental disability, protected medical condition,(including cancer or a record or history of cancer, and genetic characteristics), sex (including pregnancy, childbirth, breastfeeding or related medical condition), genetic information, sexual orientation, military and veteran status, citizenship status, or any other consideration made unlawful by federal, state or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics. Discrimination can also include failing to reasonably accommodate religious practices or qualified individuals with disabilities where the accommodation does not pose an undue hardship. All such discrimination is unlawful.

The Company is committed to complying with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in the company operations. The Company prohibits unlawful discrimination against any job applicant, employee or unpaid intern by any employee of the Company, including supervisors and co-workers.

If you believe you have been subjected to any form of unlawful discrimination, provide a written complaint to your supervisor or other company supervisor. An employee is not required to complain to their supervisor or the individual with day-to-day personnel responsibilities if that person is the individual who allegedly and/or is unlawfully discriminating against the employee, but may instead report the unlawful discrimination to any other member of management, including the Head of the Human Resources Department.

Supervisors and managers who receive complaints or who observe unlawful discriminatory conduct should immediately inform the Head of the Human Resources Department or other appropriate company employee so that an investigation may be initiated.

Your complaint should be specific and should include the names of the individuals involved and the names of any witnesses. If you need assistance with your complaint, or if you prefer to make a complaint in person, contact the Head of Human Resources Department. The Company will immediately undertake an investigation intended to be effective, thorough and objective and will attempt to resolve the situation.

If the Company determines that unlawful discrimination has occurred, remedial action will be taken commensurate with the severity of the offense. Appropriate action will also be taken to deter any future discrimination. The Company will not retaliate against you for filing a complaint and will not knowingly permit retaliation by management employees or your co-workers.

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Company will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. The Company is also committed to complying with all laws protecting employees', unpaid interns' and volunteers' religious beliefs and observances.

Any applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the Head of the Human Resources Department and discuss the need for an accommodation. The Company will engage in an interactive process and assessment with the employee to identify possible accommodations, if any that will help the applicant or employee perform the job. An applicant or employee who requires an accommodation of a religious belief or practice (including religious dress and grooming practices, such as religious clothing or hairstyles) job should contact a Company representative with day-to-day personnel responsibilities and discuss the need for accommodation. If the accommodation is reasonable, considering various factors, including, but not limited to, the nature and cost of the accommodation, the availability of tax credits and deductions, outside funding, the facility's overall financial resources and organization, and the accommodation's impact on the operation of the facility, including its impact on the ability of other employees to perform their essential job functions and on the facility's ability to conduct business, and will not impose an undue hardship, the Company will make the accommodation.

ATTACHMENT "B"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

NON-COLLUSION AFFIDAVIT

The undersigned, being first duly sworn, deposes and says that he or she is the following person authorized to submit the attached proposal from the following firm (herein the "Proposer"):

Swinerton Builders

Further, that the Proposal is not made in the interests of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from Proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereof, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Proposal depository, or any other member or agent thereof to effectuate a collusive or sham Proposal.

By:  _____
Signature

Title: President & COO
Dave Callis

Subscribed and sworn to before this 29 day of July, 2022

Request for Proposals

ATTACHMENT "C"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

CONFLICT DISCLOSURE FORM



CITY OF RIALTO

DISCLOSURES REQUIRED BY PERSONS OR ENTITIES CONTRACTING WITH THE CITY OF RIALTO*

Pursuant to City of Rialto Municipal Code Section 2.48.510, all persons or business entities supplying any goods or services to the city, or seeking a loan or grant awarded by the city, whether through an application or proposal, shall disclose in such application or proposal whether any city officer, employee, or consultant may have a financial or non-financial interest in the person or business entity, or in any member, employee, owner, or officer of the business entity.

- A financial interest shall mean any interest that is prohibited under state law, including California Government Code Sections 1090 and 87100, and California Code of Regulation Section 18700 *et seq.*
- A non-financial interest shall mean any interest that is prohibited by City of Rialto Municipal Code Section 2.48.450.

For the purpose of helping the City understand whether City personnel might have a conflict of interest in you or your organization, please disclose below whether you or any of your members, employees, paid or unpaid officers, paid or unpaid directors, or owners are (or are related to) a City elected or appointed official, a City officer, or a City employee or consultant.

Name of Your Organization's Affected Member, Employee, Paid or Unpaid Officer, Paid or Unpaid Director, or Owner	Name of City Elected or Appointed Official, City Officer, a City Employee or Consultant	Relationship Between the Two
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A

By submitting this [application/proposal], or supplying any goods or services to the City, the [applicant/vendor/contractor/consultant] hereby attests under penalty of perjury, personally and/or on behalf of the entity [submitting this application/proposal or supplying any goods or services to the City] that no City of Rialto elected or appointed official, employee or consultant has a financial or non-financial interest, as such terms are defined in California Government Code Sections 1090 and 87100 and in City of Rialto Code of Ordinances Section 2.48.145, in the [applicant/vendor/contractor/consultant], except as specifically disclosed herein.

Name of Person/Entity: Swinerton Builders

Title: President & COO

Signature:  Date: July 29, 2022

Dave Callis

Form Date 11/11/2021

Request for Proposals

**ATTACHMENT “C”
CONFLICT DISCLOSURE FORM**

2.48.450 Employee conflict of interest.

- (1) No covered person shall participate in the making of a grant or contract by the city in which the covered person has a conflicting interest.
- (2) For purposes of this section, the following definitions shall apply:
 - (a) A “covered person” includes any person who holds an elected or appointed City office, a City officer, a City employee, and any person who is a consultant to the City.
 - (b) A “conflicting interest” includes, but is not limited to, those decisions where:
 - (i) A covered person holds or has held within the previous twelve months a position with a potential grant or contract recipient;
 - (ii) A close relative of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient;
 - (iii) A close relative of the spouse or domestic partner of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient.
 - (c) “Position” includes the status of a member, employee, owner, paid or unpaid officer of, paid or unpaid leadership position in, or had an ownership interest in, a grant or contract recipient.
 - (d) A “close relative” includes a spouse, parent, grandparent, child, grandchild, aunt, uncle, or cousin.
 - (e) “Participate in the making of a grant or contract” includes participation in: drafting a solicitation or contract; negotiating, voting on, approving, or executing a grant or contract; discussion of same with any city officer or employee; or attempts in any way to influence the making of a grant or contract.
- (3) This prohibition shall not apply to a contract let by written competitive bid where the contract will be awarded to the person or entity who submits the lowest responsible and responsive bid.
- (4) Except for the Mayor or a member of the City Council, a covered person may request a waiver of any potential conflict of interest in writing from the City Manager. Any request for such a waiver must include full disclosure of the potential conflict of interest and a statement detailing any mitigating factors. The request and the City Manager’s response shall be provided to the City Council prior to any vote to approve the contract or grant, or if City Council approval is not required, at least five days before the contract or grant is approved. The request and the City Manager’s response shall be considered a public record.
- (5) The prohibitions in this section are in addition to any applicable federal or state conflict of interest laws, including but not limited to Government Code section 1090, and Government Code section 87100 *et seq.*

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT “C” CONFLICT DISCLOSURE FORM

- (6) Any person who violates this section is subject to the following:
- (a) Public censure;
 - (b) If the conflict of interest was in the making of a contract, a prohibition from participation in the making of a contract by the city for a period of time up to twelve (12) months from the date of the imposition of the discipline;
 - (c) If the conflict of interest was in the making of a grant, a prohibition from participation in the making of a grant by the city for a period of time of up to twenty-four (24) months from the date of the imposition of the discipline;
 - (d) An administrative fine pursuant to Chapter 1.10 of this code.
- (7) The discipline specified herein may be imposed:
- (a) By the City Manager in the case of any employee or consultant who violates this section.
 - (b) By the City Council in the case of any person who holds an elected or appointed City office, or any City officer who violates this section.

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT "D"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

DEBARMENT AND SUSPENSION CERTIFICATION

Proposer

The ~~Consultant~~ Consultant, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

None.

Exceptions will not necessarily result in denial of award, but will be considered in determining Proposer responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

Proposer

~~Consultant~~ Consultant Name: Swinerton Builders

July 29, 2022

(Date)



(Signature)

Dave Callis, President & COO

(Name & Title)

Request for Proposals

ATTACHMENT "E"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

NON-DISCRIMINATION CERTIFICATION

Proposer

In connection with its performance under this Agreement, the ~~Consultant~~ hereby certifies that it shall not discriminate in its employment with regard to age, handicap, race, color, religion, gender, gender identity, sex, sexual orientation, or national origin; that it is in compliance with all federal, state, local directives, and executive orders regarding non-discrimination in employment; and that it agrees to demonstrate positively and aggressively the principle of equal employment opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.
2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.
3. To take affirmative steps to hire minority employees within the company.

Proposer

~~Consultant~~ Name: Swinerton Builders

July 29, 2022

(Date)



(Signature)

Dave Callis, President & COO

(Name & Title)

Proposer's

Attached herewith is a copy of the ~~Consultant's~~ currently adopted equal opportunity employment program.

Request for Proposals

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

This Company is an equal opportunity employer and makes employment decisions on the basis of merit, qualifications, and competence. We want to have the best available persons in every job. Company policy prohibits unlawful discrimination based on race, ethnicity, color, gender (including gender identity and gender expression) religion (all aspects of religious beliefs, observance or practice, including religious dress or grooming practices) marital status, registered domestic partner status, age, national origin (includes language use and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law), ancestry, physical or mental disability, protected medical condition,(including cancer or a record or history of cancer, and genetic characteristics), sex (including pregnancy, childbirth, breastfeeding or related medical condition), genetic information, sexual orientation, military and veteran status, citizenship status, or any other consideration made unlawful by federal, state or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics. Discrimination can also include failing to reasonably accommodate religious practices or qualified individuals with disabilities where the accommodation does not pose an undue hardship. All such discrimination is unlawful.

The Company is committed to complying with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in the company operations. The Company prohibits unlawful discrimination against any job applicant, employee or unpaid intern by any employee of the Company, including supervisors and co-workers.

If you believe you have been subjected to any form of unlawful discrimination, provide a written complaint to your supervisor or other company supervisor. An employee is not required to complain to their supervisor or the individual with day-to-day personnel responsibilities if that person is the individual who allegedly and/or is unlawfully discriminating against the employee, but may instead report the unlawful discrimination to any other member of management, including the Head of the Human Resources Department.

Supervisors and managers who receive complaints or who observe unlawful discriminatory conduct should immediately inform the Head of the Human Resources Department or other appropriate company employee so that an investigation may be initiated.

Your complaint should be specific and should include the names of the individuals involved and the names of any witnesses. If you need assistance with your complaint, or if you prefer to make a complaint in person, contact the Head of Human Resources Department. The Company will immediately undertake an investigation intended to be effective, thorough and objective and will attempt to resolve the situation.

If the Company determines that unlawful discrimination has occurred, remedial action will be taken commensurate with the severity of the offense. Appropriate action will also be taken to deter any future discrimination. The Company will not retaliate against you for filing a complaint and will not knowingly permit retaliation by management employees or your co-workers.

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Company will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. The Company is also committed to complying with all laws protecting employees', unpaid interns' and volunteers' religious beliefs and observances.

Any applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the Head of the Human Resources Department and discuss the need for an accommodation. The Company will engage in an interactive process and assessment with the employee to identify possible accommodations, if any that will help the applicant or employee perform the job. An applicant or employee who requires an accommodation of a religious belief or practice (including religious dress and grooming practices, such as religious clothing or hairstyles) job should contact a Company representative with day-to-day personnel responsibilities and discuss the need for accommodation. If the accommodation is reasonable, considering various factors, including, but not limited to, the nature and cost of the accommodation, the availability of tax credits and deductions, outside funding, the facility's overall financial resources and organization, and the accommodation's impact on the operation of the facility, including its impact on the ability of other employees to perform their essential job functions and on the facility's ability to conduct business, and will not impose an undue hardship, the Company will make the accommodation.

ATTACHMENT "B"

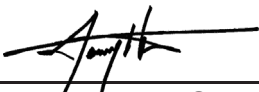
REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

NON-COLLUSION AFFIDAVIT

The undersigned, being first duly sworn, deposes and says that he or she is the following person authorized to submit the attached proposal from the following firm (herein the "Proposer"):

LPA, Inc.

Further, that the Proposal is not made in the interests of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from Proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereof, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Proposal depository, or any other member or agent thereof to effectuate a collusive or sham Proposal.

By:  _____
Jeremy Hart Signature

Title: Associate Principal, Director of Civic + Cultural

Subscribed and sworn to before this 29 day of July, 2022

Request for Proposals

ATTACHMENT "C"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

CONFLICT DISCLOSURE FORM



CITY OF RIALTO

DISCLOSURES REQUIRED BY PERSONS OR ENTITIES CONTRACTING WITH THE CITY OF RIALTO*

Pursuant to City of Rialto Municipal Code Section 2.48.510, all persons or business entities supplying any goods or services to the city, or seeking a loan or grant awarded by the city, whether through an application or proposal, shall disclose in such application or proposal whether any city officer, employee, or consultant may have a financial or non-financial interest in the person or business entity, or in any member, employee, owner, or officer of the business entity.

- A financial interest shall mean any interest that is prohibited under state law, including California Government Code Sections 1090 and 87100, and California Code of Regulation Section 18700 *et seq.*
- A non-financial interest shall mean any interest that is prohibited by City of Rialto Municipal Code Section 2.48.450.


For the purpose of helping the City understand whether City personnel might have a conflict of interest in you or your organization, please disclose below whether you or any of your members, employees, paid or unpaid officers, paid or unpaid directors, or owners are (or are related to) a City elected or appointed official, a City officer, or a City employee or consultant.

Name of Your Organization's Affected Member, Employee, Paid or Unpaid Officer, Paid or Unpaid Director, or Owner	Name of City Elected or Appointed Official, City Officer, a City Employee or Consultant	Relationship Between the Two
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A

By submitting this [application/proposal], or supplying any goods or services to the City, the [applicant/vendor/contractor/consultant] hereby attests under penalty of perjury, personally and/or on behalf of the entity [submitting this application/proposal or supplying any goods or services to the City] that no City of Rialto elected or appointed official, employee or consultant has a financial or non-financial interest, as such terms are defined in California Government Code Sections 1090 and 87100 and in City of Rialto Code of Ordinances Section 2.48.145, in the [applicant/vendor/contractor/consultant], except as specifically disclosed herein.

Name of Person/Entity: LPA, Inc.

Title: Associate Principal, Director of Civic + Cultural

Signature:  Date: July 29, 2022

Jeremy Hart

Form Date 11/11/2021

Request for Proposals

**ATTACHMENT “C”
CONFLICT DISCLOSURE FORM**

2.48.450 Employee conflict of interest.

- (1) No covered person shall participate in the making of a grant or contract by the city in which the covered person has a conflicting interest.
- (2) For purposes of this section, the following definitions shall apply:
 - (a) A “covered person” includes any person who holds an elected or appointed City office, a City officer, a City employee, and any person who is a consultant to the City.
 - (b) A “conflicting interest” includes, but is not limited to, those decisions where:
 - (i) A covered person holds or has held within the previous twelve months a position with a potential grant or contract recipient;
 - (ii) A close relative of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient;
 - (iii) A close relative of the spouse or domestic partner of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient.
 - (c) “Position” includes the status of a member, employee, owner, paid or unpaid officer of, paid or unpaid leadership position in, or had an ownership interest in, a grant or contract recipient.
 - (d) A “close relative” includes a spouse, parent, grandparent, child, grandchild, aunt, uncle, or cousin.
 - (e) “Participate in the making of a grant or contract” includes participation in: drafting a solicitation or contract; negotiating, voting on, approving, or executing a grant or contract; discussion of same with any city officer or employee; or attempts in any way to influence the making of a grant or contract.
- (3) This prohibition shall not apply to a contract let by written competitive bid where the contract will be awarded to the person or entity who submits the lowest responsible and responsive bid.
- (4) Except for the Mayor or a member of the City Council, a covered person may request a waiver of any potential conflict of interest in writing from the City Manager. Any request for such a waiver must include full disclosure of the potential conflict of interest and a statement detailing any mitigating factors. The request and the City Manager’s response shall be provided to the City Council prior to any vote to approve the contract or grant, or if City Council approval is not required, at least five days before the contract or grant is approved. The request and the City Manager’s response shall be considered a public record.
- (5) The prohibitions in this section are in addition to any applicable federal or state conflict of interest laws, including but not limited to Government Code section 1090, and Government Code section 87100 *et seq.*

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT “C” CONFLICT DISCLOSURE FORM

- (6) Any person who violates this section is subject to the following:
- (a) Public censure;
 - (b) If the conflict of interest was in the making of a contract, a prohibition from participation in the making of a contract by the city for a period of time up to twelve (12) months from the date of the imposition of the discipline;
 - (c) If the conflict of interest was in the making of a grant, a prohibition from participation in the making of a grant by the city for a period of time of up to twenty-four (24) months from the date of the imposition of the discipline;
 - (d) An administrative fine pursuant to Chapter 1.10 of this code.
- (7) The discipline specified herein may be imposed:
- (a) By the City Manager in the case of any employee or consultant who violates this section.
 - (b) By the City Council in the case of any person who holds an elected or appointed City office, or any City officer who violates this section.

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT "D"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

DEBARMENT AND SUSPENSION CERTIFICATION

Proposer

The ~~Consultant~~ ^{Proposer}, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

None.

Exceptions will not necessarily result in denial of award, but will be considered in determining Proposer responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

Proposer

~~Consultant~~ Name: LPA, Inc.

July 29, 2022

(Date)



(Signature)

Jeremy Hart, Associate Principal, Director of Civic + Cultural

(Name & Title)

Request for Proposals

ATTACHMENT "E"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

NON-DISCRIMINATION CERTIFICATION

Proposer

In connection with its performance under this Agreement, the ~~Consultant~~ hereby certifies that it shall not discriminate in its employment with regard to age, handicap, race, color, religion, gender, gender identity, sex, sexual orientation, or national origin; that it is in compliance with all federal, state, local directives, and executive orders regarding non-discrimination in employment; and that it agrees to demonstrate positively and aggressively the principle of equal employment opportunity in employment.

We agree specifically:

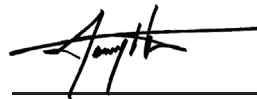
1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.
2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.
3. To take affirmative steps to hire minority employees within the company.

Proposer

~~Consultant~~ Name: LPA, Inc.

July 29, 2022

(Date)



(Signature)

Jeremy Hart, Associate Principal, Director of Civic + Cultural

(Name & Title)

Proposer's

Attached herewith is a copy of the ~~Consultant's~~ currently adopted equal opportunity employment program.

Request for Proposals

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

This Company is an equal opportunity employer and makes employment decisions on the basis of merit, qualifications, and competence. We want to have the best available persons in every job. Company policy prohibits unlawful discrimination based on race, ethnicity, color, gender (including gender identity and gender expression) religion (all aspects of religious beliefs, observance or practice, including religious dress or grooming practices) marital status, registered domestic partner status, age, national origin (includes language use and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law), ancestry, physical or mental disability, protected medical condition,(including cancer or a record or history of cancer, and genetic characteristics), sex (including pregnancy, childbirth, breastfeeding or related medical condition), genetic information, sexual orientation, military and veteran status, citizenship status, or any other consideration made unlawful by federal, state or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics. Discrimination can also include failing to reasonably accommodate religious practices or qualified individuals with disabilities where the accommodation does not pose an undue hardship. All such discrimination is unlawful.

The Company is committed to complying with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in the company operations. The Company prohibits unlawful discrimination against any job applicant, employee or unpaid intern by any employee of the Company, including supervisors and co-workers.

If you believe you have been subjected to any form of unlawful discrimination, provide a written complaint to your supervisor or other company supervisor. An employee is not required to complain to their supervisor or the individual with day-to-day personnel responsibilities if that person is the individual who allegedly and/or is unlawfully discriminating against the employee, but may instead report the unlawful discrimination to any other member of management, including the Head of the Human Resources Department.

Supervisors and managers who receive complaints or who observe unlawful discriminatory conduct should immediately inform the Head of the Human Resources Department or other appropriate company employee so that an investigation may be initiated.

Your complaint should be specific and should include the names of the individuals involved and the names of any witnesses. If you need assistance with your complaint, or if you prefer to make a complaint in person, contact the Head of Human Resources Department. The Company will immediately undertake an investigation intended to be effective, thorough and objective and will attempt to resolve the situation.

If the Company determines that unlawful discrimination has occurred, remedial action will be taken commensurate with the severity of the offense. Appropriate action will also be taken to deter any future discrimination. The Company will not retaliate against you for filing a complaint and will not knowingly permit retaliation by management employees or your co-workers.

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Company will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. The Company is also committed to complying with all laws protecting employees', unpaid interns' and volunteers' religious beliefs and observances.

Any applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the Head of the Human Resources Department and discuss the need for an accommodation. The Company will engage in an interactive process and assessment with the employee to identify possible accommodations, if any that will help the applicant or employee perform the job. An applicant or employee who requires an accommodation of a religious belief or practice (including religious dress and grooming practices, such as religious clothing or hairstyles) job should contact a Company representative with day-to-day personnel responsibilities and discuss the need for accommodation. If the accommodation is reasonable, considering various factors, including, but not limited to, the nature and cost of the accommodation, the availability of tax credits and deductions, outside funding, the facility's overall financial resources and organization, and the accommodation's impact on the operation of the facility, including its impact on the ability of other employees to perform their essential job functions and on the facility's ability to conduct business, and will not impose an undue hardship, the Company will make the accommodation.

ATTACHMENT "B"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

NON-COLLUSION AFFIDAVIT

The undersigned, being first duly sworn, deposes and says that he or she is the following person authorized to submit the attached proposal from the following firm (herein the "Proposer"):

Kidder Mathews

Further, that the Proposal is not made in the interests of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from Proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereof, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Proposal depository, or any other member or agent thereof to effectuate a collusive or sham Proposal.

By: Lori Coleman
Signature

Title: Lori Coleman, Kidder Mathews SVP Market Leader

Subscribed and sworn to before this 29 day of July 2022, 20 .

Request for Proposals
Development of a New Police Station
Attachment "B"

ATTACHMENT "C"

REQUEST FOR PROPOSAL #22-062 Development of a New Police Station

CONFLICT DISCLOSURE FORM



CITY OF RIALTO

DISCLOSURES REQUIRED BY PERSONS OR ENTITIES CONTRACTING WITH THE CITY OF RIALTO*

Pursuant to City of Rialto Municipal Code Section 2.48.510, all persons or business entities supplying any goods or services to the city, or seeking a loan or grant awarded by the city, whether through an application or proposal, shall disclose in such application or proposal whether any city officer, employee, or consultant may have a financial or non-financial interest in the person or business entity, or in any member, employee, owner, or officer of the business entity.

- A financial interest shall mean any interest that is prohibited under state law, including California Government Code Sections 1090 and 87100, and California Code of Regulation Section 18700 et seq.
- A non-financial interest shall mean any interest that is prohibited by City of Rialto Municipal Code Section 2.48.450.

For the purpose of helping the City understand whether City personnel might have a conflict of interest in you or your organization, please disclose below whether you or any of your members, employees, paid or unpaid officers, paid or unpaid directors, or owners are (or are related to) a City elected or appointed official, a City officer, or a City employee or consultant.

Name of Your Organization's Affected Member, Employee, Paid or Unpaid Officer, Paid or Unpaid Director, or Owner	Name of City Elected or Appointed Official, City Officer, a City Employee or Consultant	Relationship Between the Two
N/A	N/A	N/A

By submitting this [application/proposal], or supplying any goods or services to the City, the [applicant/vendor/contractor/consultant] hereby attests under penalty of perjury, personally and/or on behalf of the entity [submitting this application/proposal or supplying any goods or services to the City] that no City of Rialto elected or appointed official, employee or consultant has a financial or non-financial interest, as such terms are defined in California Government Code Sections 1090 and 87100 and in City of Rialto Code of Ordinances Section 2.48.145, in the [applicant/vendor/contractor/consultant], except as specifically disclosed herein.

Name of Person/Entity: Lori Coleman

Title: Kidder Mathews- SVP Market Leader

Signature: Lori Coleman Date: 7/29/22

Form Date 11/11/2021

Request for Proposals
Development of a New Police Station
Attachment "C"

**ATTACHMENT “C”
CONFLICT DISCLOSURE FORM**

2.48.450 Employee conflict of interest.

- (1) No covered person shall participate in the making of a grant or contract by the city in which the covered person has a conflicting interest.
- (2) For purposes of this section, the following definitions shall apply:
 - (a) A “covered person” includes any person who holds an elected or appointed City office, a City officer, a City employee, and any person who is a consultant to the City.
 - (b) A “conflicting interest” includes, but is not limited to, those decisions where:
 - (i) A covered person holds or has held within the previous twelve months a position with a potential grant or contract recipient;
 - (ii) A close relative of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient;
 - (iii) A close relative of the spouse or domestic partner of a covered person holds or has held within the previous twelve months a position with a grant or contract recipient.
 - (c) “Position” includes the status of a member, employee, owner, paid or unpaid officer of, paid or unpaid leadership position in, or had an ownership interest in, a grant or contract recipient.
 - (d) A “close relative” includes a spouse, parent, grandparent, child, grandchild, aunt, uncle, or cousin.
 - (e) “Participate in the making of a grant or contract” includes participation in: drafting a solicitation or contract; negotiating, voting on, approving, or executing a grant or contract; discussion of same with any city officer or employee; or attempts in any way to influence the making of a grant or contract.
- (3) This prohibition shall not apply to a contract let by written competitive bid where the contract will be awarded to the person or entity who submits the lowest responsible and responsive bid.
- (4) Except for the Mayor or a member of the City Council, a covered person may request a waiver of any potential conflict of interest in writing from the City Manager. Any request for such a waiver must include full disclosure of the potential conflict of interest and a statement detailing any mitigating factors. The request and the City Manager’s response shall be provided to the City Council prior to any vote to approve the contract or grant, or if City Council approval is not required, at least five days before the contract or grant is approved. The request and the City Manager’s response shall be considered a public record.
- (5) The prohibitions in this section are in addition to any applicable federal or state conflict of interest laws, including but not limited to Government Code section 1090, and Government Code section 87100 *et seq.*

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT “C” CONFLICT DISCLOSURE FORM

- (6) Any person who violates this section is subject to the following:
- (a) Public censure;
 - (b) If the conflict of interest was in the making of a contract, a prohibition from participation in the making of a contract by the city for a period of time up to twelve (12) months from the date of the imposition of the discipline;
 - (c) If the conflict of interest was in the making of a grant, a prohibition from participation in the making of a grant by the city for a period of time of up to twenty-four (24) months from the date of the imposition of the discipline;
 - (d) An administrative fine pursuant to Chapter 1.10 of this code.
- (7) The discipline specified herein may be imposed:
- (a) By the City Manager in the case of any employee or consultant who violates this section.
 - (b) By the City Council in the case of any person who holds an elected or appointed City office, or any City officer who violates this section.

Request for Proposals
Development of a New Police Station
Attachment “C”

ATTACHMENT "D"

REQUEST FOR PROPOSAL #22-062
Development of a New Police Station

DEBARMENT AND SUSPENSION CERTIFICATION

Proposer

The ~~Consultant~~, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, and manager:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award, but will be considered in determining Proposer responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

Proposer

~~Consultant~~ Name: Kidder Mathews

7/29/22

(Date)

Lori Coleman

(Signature)

Lori Coleman, SVP Market Leader

(Name & Title)

Request for Proposals
Development of a New Police Station
Attachment "D"

ATTACHMENT "E"

REQUEST FOR PROPOSAL #22-062

Development of a New Police Station

NON-DISCRIMINATION CERTIFICATION

Proposer

In connection with its performance under this Agreement, the ~~Consultant~~ hereby certifies that it shall not discriminate in its employment with regard to age, handicap, race, color, religion, gender, gender identity, sex, sexual orientation, or national origin; that it is in compliance with all federal, state, local directives, and executive orders regarding non-discrimination in employment; and that it agrees to demonstrate positively and aggressively the principle of equal employment opportunity in employment.

We agree specifically:

1. To establish or observe employment policies which affirmatively promote opportunities for minority persons at all job levels.
2. To communicate this policy to all persons concerned, including all company employees, outside recruiting services, especially those serving minority communities, and to the minority communities at large.
3. To take affirmative steps to hire minority employees within the company.

Proposer

~~Consultant~~ Name: Kidder Mathews

7/29/22

(Date)

Lori Coleman

(Signature)

Lori Coleman, SVP Market Leader

(Name & Title)

Attached herewith is a copy of the Consultant's currently adopted equal opportunity employment program.

Request for Proposals
Development of a New Police Station
Attachment "E"

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

This Company is an equal opportunity employer and makes employment decisions on the basis of merit, qualifications, and competence. We want to have the best available persons in every job. Company policy prohibits unlawful discrimination based on race, ethnicity, color, gender (including gender identity and gender expression) religion (all aspects of religious beliefs, observance or practice, including religious dress or grooming practices) marital status, registered domestic partner status, age, national origin (includes language use and possession of a driver's license issued to persons unable to prove their presence in the United States is authorized under federal law), ancestry, physical or mental disability, protected medical condition,(including cancer or a record or history of cancer, and genetic characteristics), sex (including pregnancy, childbirth, breastfeeding or related medical condition), genetic information, sexual orientation, military and veteran status, citizenship status, or any other consideration made unlawful by federal, state or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics. Discrimination can also include failing to reasonably accommodate religious practices or qualified individuals with disabilities where the accommodation does not pose an undue hardship. All such discrimination is unlawful.

The Company is committed to complying with all applicable laws providing equal employment opportunities. This commitment applies to all persons involved in the company operations. The Company prohibits unlawful discrimination against any job applicant, employee or unpaid intern by any employee of the Company, including supervisors and co-workers.

If you believe you have been subjected to any form of unlawful discrimination, provide a written complaint to your supervisor or other company supervisor. An employee is not required to complain to their supervisor or the individual with day-to-day personnel responsibilities if that person is the individual who allegedly and/or is unlawfully discriminating against the employee, but may instead report the unlawful discrimination to any other member of management, including the Head of the Human Resources Department.

Supervisors and managers who receive complaints or who observe unlawful discriminatory conduct should immediately inform the Head of the Human Resources Department or other appropriate company employee so that an investigation may be initiated.

Your complaint should be specific and should include the names of the individuals involved and the names of any witnesses. If you need assistance with your complaint, or if you prefer to make a complaint in person, contact the Head of Human Resources Department. The Company will immediately undertake an investigation intended to be effective, thorough and objective and will attempt to resolve the situation.

If the Company determines that unlawful discrimination has occurred, remedial action will be taken commensurate with the severity of the offense. Appropriate action will also be taken to deter any future discrimination. The Company will not retaliate against you for filing a complaint and will not knowingly permit retaliation by management employees or your co-workers.

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Company will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. The Company is also committed to complying with all laws protecting employees', unpaid interns' and volunteers' religious beliefs and observances.

Any applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the Head of the Human Resources Department and discuss the need for an accommodation. The Company will engage in an interactive process and assessment with the employee to identify possible accommodations, if any that will help the applicant or employee perform the job. An applicant or employee who requires an accommodation of a religious belief or practice (including religious dress and grooming practices, such as religious clothing or hairstyles) job should contact a Company representative with day-to-day personnel responsibilities and discuss the need for accommodation. If the accommodation is reasonable, considering various factors, including, but not limited to, the nature and cost of the accommodation, the availability of tax credits and deductions, outside funding, the facility's overall financial resources and organization, and the accommodation's impact on the operation of the facility, including its impact on the ability of other employees to perform their essential job functions and on the facility's ability to conduct business, and will not impose an undue hardship, the Company will make the accommodation.