



The New Mexico Institute of Mining and Technology (NMIMT)
Request for Proposal (RFP)

PROJECT NAME: First Responder Training Support

PROPOSAL NUMBER: RFP #2406028E

RFP DUE TIME AND DATE: July 24, 2024 at 2:00 PM (Local Time)

PURCHASING CONTACT: Kimela Miller, Chief Procurement Officer
575-835-5881
kimela.miller@nmt.edu

LOCATION: New Mexico Institute of Mining & Technology
Attn: RFP #2406028E
Brown Hall, Rm 110
801 Leroy Place
Socorro, NM 87801

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1. INSTRUCTIONS TO PROPOSERS

1.1 It is the Proposer's responsibility to deliver their offer by the date and time indicated in this Request For Proposal (RFP). The date and time of receipt will be stamped on the offer by the Purchasing Services Office and held in a secure place. Offers received later than the due date and time shall not be considered. Offers submitted by fax or email shall not be considered. Proposers should never leave a offer with any NMIMT office or NMIMT individual for delivery to the Purchasing Services Office.

1.2 This RFP contains specific requests for information. However, in responding, Proposers are encouraged to include in their offers any additional information they believe relevant and valuable. Sales and general promotional material should not be included, specific product literature may be included. The offer must be specific and must be responsive to the criteria set forth in this request. There is no page limit, but please be concise.

1.3 Clarification of instructions, terms and conditions, insurance, and preparation or submission of offers shall be made only by the Purchasing Services Office. No other source within NMIMT is authorized to explain, interpret, or give information concerning this RFP document. Further, no contact between the proposers and the end-users of the goods or services is permitted until an offer is selected and a contract signed. Questions must be submitted in writing and should be restricted to clarification of the RFP. Proposers should reference their questions to specific RFP sections, paragraphs and page numbers. Questions may be faxed to 575-835-5887 or emailed to purchasing@nmt.edu. **All questions must be submitted no later than 5:00 P.M. seven (7) calendar days before the proposal is due.** Questions and their answers will be incorporated into an addendum which will be posted on the Purchasing website at <http://www.nmt.edu/purchasing-services>. Receipt of addenda must be noted on the Proposer's offer confirming the receipt of any and all amendments.

1.4 This RFP implies no obligation on the part of NMIMT, nor does NMIMT's silence imply any acceptance or rejection of any offer. NMIMT reserves the right to accept or reject any or all offers or any part thereof, and to waive any technicalities or informalities in the offer if in the best interests of NMIMT. Incomplete offers may result in dismissal of all or part of the response.

1.5 The offer should be delivered to the Purchasing Services Office at the address shown on page 1. A total of one (1) **original and one (1) thumb drive** are required. ***Please ensure the signature is original by using a colored ink pen.*** The completed offer must be in a sealed envelope or box marked with "Request for Proposal" and corresponding RFP number. Note: the Purchasing Services Office is closed at lunch M-F from noon until 1:00 p.m. if hand delivering, please time your arrival accordingly.

1.6 Each offer must give the complete mailing address of the Proposer and must be signed by the Proposer with the Proposer's legal authorized signature on the forms included in this RFP, electronic signatures are not acceptable. An offer by partnerships must be signed by one of the members of the partnership or by an authorized representative. Offers by corporations must be signed and sealed in the name of the corporation followed by the signature and title of the president, secretary or other person authorized to bind the corporation in the matter. The names of all signers should be typed or printed below the signature. **Unsigned offers will be considered non-responsive and returned to the Proposer.**

1.7 Offers will not be opened publicly but shall be opened in the presence of the Chief Procurement Officer and one or more NMIMT representatives.

1.8 Offers will be evaluated on their ability to satisfy the requirements stated herein at the best obtainable price. The precise method by which the Proposer shall be evaluated is detailed further in this document.

1.9 If a Proposer has assisted with the development of the proposal or has provided specifications, that Proposer MAY NOT submit an offer.

1.10 Each offer must be typed and legible. Failure to include all information requested in the RFP documents may render the Proposer's offer non-responsive and the offer may be returned to the Proposer. All information must be entered in ink or typed and corrections must be initialed.

1.11 No employee of NMIMT shall have any direct financial interest with any Proposer's company. Any violation of this provision will render the offer void unless it is approved by the Board of Regents after full disclosure by the employee.

1.12 Proposer's response must be specific and in such form that the evaluation committee may readily compare the response to the appropriate criteria. If invited for an interview or product demonstration regarding this proposal, failure to respond to an invitation to make a presentation to the committee may result in an offer not being considered.

1.13 Proposer’s offer must be bound and indexed and must use, where required, the forms provided in the RFP. Proposers should organize each copy of their offer as follows, with a tab / section for each alpha designation and its title, in order to simplify evaluation. If the required format is not followed, the offer may be eliminated from consideration.

1.14 The Chief Procurement Officer will make every effort to adhere to the following schedule however the schedule is subject to change.

Action	Responsibility	Date
Issuance of Request for Proposal	NMIMT Purchasing	June 24, 2024
Mandatory Pre-Proposal Conference and Site Visit	NMIMT Purchasing Proposer	N/A
Deadline for Questions	Proposer	July 11, 2024 @5:00 PM (local time)
Deadline for Addendum(s)	NMIMT Purchasing	July 12, 2024 @5:00 PM (local time)
Submission of Offer	Proposers	July 24, 2024 @2:00 PM (local time)

2. MODIFICATION AND WITHDRAWAL OF OFFER

2.1 Any offer may be modified prior to the established due date in accordance with the requirements of the New Mexico Procurement Code 13-1-1 et seq. NMSA 1984 Supp. A late modification of an otherwise successful offer that makes its terms more favorable to NMIMT will be considered at any time it is received.

2.2 If not withdrawn before the proposal opening date and except as otherwise provided in the Procurement Code, no Proposer may withdraw its offer within ninety (90) days after the actual date of the opening. Prior to award, offers may be withdrawn anytime by written notice or in person by Proposer’s authorized representative.

2.2 No Proposer shall be deemed responsible if it has been debarred by NMIMT, if in the preceding twelve months it has failed to perform any contract, or if Proposer’s bonding company has been required to complete the work of a contract for Proposer.

3. RFP TERMINATION

3.1 This RFP in no manner obligates NMIMT to the eventual purchase of any services or goods described, implied or which may be offered, until confirmed by a written contract. Progress towards this end is solely at the discretion of NMIMT and may be terminated without penalty or obligation at any time prior to the signing of a contract. NMIMT reserves the right to cancel this RFP at any time, for any reason, and to reject any or all proposals.

4. EVALUATION CRITERIA

4.1 Offers shall be evaluated by a committee comprised solely of three to five (3-5) NMIMT employees. Offers must address each of the following criteria. Each offer may be awarded points up to the numeric value listed. Points will be awarded in compliance with NMSA 13-1-21 for New Mexico In-State Resident Business and Resident Veteran Business. If offer is a Joint Venture, Proposer shall state in submitted offer the percentage of work that will be performed by Resident Business and / or Resident Veteran Business. Please Note: A Proposer cannot be awarded both a resident preference and a resident veteran business preference. Proposers shall include in their proposal a copy of the certificate issued by State of New Mexico Taxation and Revenue. Offers will be evaluated by NMIMT on the following factors:

4.1.1

Identification Number	Evaluation Criteria	Basis for Evaluation
1.0 Experience and Past Performance		Weight 40%
1.1 Ability to provide NMT/EMRTC in fulfilling the mission to develop and deliver training courses for the First Responder Training Program.	The Proposers should have extensive experience, the ability, capacity to provide services as outlined in the Statement of Work. Furnish three (3) examples of previous projects similar to the requirements stated in NM Tech's SOW. The information should include the following: <ul style="list-style-type: none"> a. Name and location b. Name, address, email address and telephone number of owner's representative c. Project description 	The previous work experience for the firm will be evaluated for their similarity to the requirements of NM Tech as stated in the SOW. In addition, customer satisfaction will be evaluated. Do not provide any NMT employees as references.
2.0 Approach to Providing Deliverables		Weight 30%
2.1 Approach	Proposer should confirm the approach that they will utilize to provide the required deliverables as described in the SOW.	Overall methodology to be employed; analytical procedures to be used; problem solving techniques used to provide deliverables.
2.2 Resume(s)	Proposer is to provide resumes for the all proposed key personnel that would include their education, qualifications / certifications, tenure with the company, and experience with projects of this size and complexity.	Resumes will be evaluated to determine the adequacy of the individual / firm being offered. Adequacy will be determined by reviewing such factors as: Applicable experience towards the position proposed Education Experience/Qualifications with projects similar in nature.
3.0 Cost		Weight 30%
	Proposals should include sufficient cost detail to provide the service requirements of this RFP. Cost assumptions made by the Offeror should be explained in sufficient detail to confirm the Offeror's understanding of the financial risks and cost elements to meet the requirements of the SOW.	Cost will be considered in the overall evaluation of proposals regarding cost consciousness, cost realism, probable costs, cost reasonableness, financial adequacy, and understanding of the contract requirements as reflected in the cost and financial information. Proposals which do not reflect a reasonable relationship of cost to the work to be performed may be viewed as a failure to comprehend the contract requirements.

4.2 The price portion of the offer shall remain sealed until the evaluation committee has completed its evaluation of the technical portions for all Proposers and has prepared technical scores for each. The evaluation committee will evaluate each Proposer's offer and then establish, by consensus, percentage points for each evaluation criteria. Award will be made to the Proposer(s) who receives the highest total score.

5. TERMS AND CONDITIONS

5.1 General

5.1.1 NMIMT's Terms and Conditions are an equal and integral part of this RFP.

5.1.2 This RFP, addenda, and all attachments will be considered to be part of and incorporated into the resultant contract or purchase order by reference.

5.1.3 The Proposer shall include all applicable costs in their proposal, including but not limited to licenses, materials and labor.

5.1.4 The freight terms shall be Freight Prepaid unless otherwise agreed to at the time of award. The F.O.B. will be destination unless otherwise agreed to at the time of award.

5.1.5 This RFP constitutes the entire agreement between the parties with respect to its subject and shall not be modified, altered or amended in any way except as provided for this RFP. This RFP and the resultant contract will be interpreted and governed by the Laws of the State of New Mexico.

5.2 NMIMT reserves the right to select the combination of goods and services that appear best-suited to meet the needs of NMIMT. NMIMT reserves the right to reject any offer outright even if technically superior, if such an offer exceeds NMIMT's available resources.

5.3 In evaluating the responses, the Purchasing Services Office reserves the right to accept or reject all or any part of any response, waive minor technicalities and award the contract to the Proposer that best serves the interests of NMIMT.

5.4 Expenses for developing offers, pre-proposal and site visits, and for demonstrations, if requested, are entirely the responsibility of the Proposer and shall not be chargeable in any manner to NMIMT.

5.5 NMIMT reserves the right to negotiate a change in Proposer's representative if the assigned representative is not supplying NMIMT's needs adequately. The right shall carry forward through the RFP period and the full time during which the service acquired as a result of the Request for Proposal is provided to NMIMT.

5.6 If Proposer's offer is accepted, the offer and appropriate modifications will be incorporated in the contract entered into between NMIMT and Contractor.

5.7 The Purchasing Services Office will contract for the proposed goods and / or services from the selected Contractor. Third-Party Subcontractors to the Contractor will be expected to comply with all terms and conditions of the award. During the term of the agreement, no work is to be performed by the Contractor without the express written consent of the Purchasing Service Office. Any work performed without written authorization shall be at the Contractor's expense. Any resulting agreement will be the exclusive statement of understanding between the parties with respect to its subject matter and shall consist of the following, in order of precedence:

- 1) NMIMT RFP# 2406028E and all addenda
- 2) Proposer's Offer

5.8 NMIMT shall reserve the right to terminate any contract entered into as a result of the RFP at any time by giving thirty (30) days written notice of its intent to cancel. In the event the Contractor fails to carry out and comply with any of the conditions and agreements to be performed under the specifications, NMIMT shall notify the Contractor, in writing, of such failure or default. In the event the necessary corrective action has not been completed within a ten (10) day period, the Contractor must submit, in writing, why such corrective action has not been performed. NMIMT reserves the right to determine whether or not such non-compliance may be construed as a failure of performance of the contract.

5.9 The Proposer must state those standard terms and conditions which the Proposer will expect NMIMT to consider. Any deviation from proposal specifications must be clearly identified by the Proposer. This RFP will prevail in the event of a conflict between the Proposer's offer and the RFP. NMIMT will consider but is not bound by any Proposer's standard terms and conditions. If an impasse occurs, the offer shall be disqualified.

5.9.1 Any proposed changes to the terms and conditions attached to this RFP including the additional terms and conditions must be stated in Offeror's proposal in a Section marked "TERMS AND CONDITIONS." Offerors are cautioned that any changes to the terms and conditions that are NOT stated in the RFP response, will not be entertained by NMIMT at a later date. Any provisions in any proposal, quotation, acknowledgment or other forms or contract documents applicable to the services that are inconsistent, or in conflict, with any provisions of this RFP or the resultant contract, will be ineffective and inapplicable.

5.9.2 NMIMT reserves the right to reject a proposal on the basis the compromising language which cannot be accepted by NMIMT. Any additional terms and conditions which may be the subject of negotiation will be discussed only between NMIMT and the successful Offeror and shall not be deemed an opportunity to amend the Offeror's proposal.

5.10 It shall be each Contractor's responsibility to provide for the safety of workers and public in compliance with the requirements of insurance and public health and safety.

5.11 The selected Contractor(s) shall be required to provide insurance certificates to the Purchasing Services Office as part of the resulting contract. Coverage must be maintained in full force for the duration of the contract, or until complete and successful performance of the contract is acknowledged by NMIMT. The following minimum amounts are required:

WORKER'S COMPENSATION - Minimum by Statute

COMMERCIAL GENERAL LIABILITY - INCLUDING CONTRACTUAL

Single Limit	\$500,000 OR
Bodily Injury Liability	\$100,000 each person and \$500,000 each occurrence
Property Damage Liability	\$100,000 each occurrence

COMPREHENSIVE AUTOMOBILE - Including Owned and Non-owned

Single Limit	\$500,000 OR
Bodily Injury Liability	\$100,000 each person and \$500,000 each occurrence
Property Damage Liability	\$100,000 each occurrence

5.12 Each party will be solely responsible for its liability for bodily injury, including death, or damage to property under the common law or statutory law of New Mexico and for only its own attorney fees and costs arising from the act or failure to act of such party or of its regents, directors, members, shareholders, officers, agents and employees pursuant to this Agreement; provided however, the foregoing obligation is a statement of responsibility pursuant to common and statutory law only and does not constitute an agreement to indemnify. The liability and responsibility of New Mexico Institute of Mining and Technology shall be subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4- through 41-4-27, and of any amendments thereto, and shall be construed and applied in accordance with the laws of the State of New Mexico, irrespective of the conflict of law and choice of law principles of New Mexico or any other jurisdiction.

5.12.1 The Contractor shall adhere to the Federal Occupational Safety and Health Administration (OSHA) regulations and the State of New Mexico Environmental Improvement Board Occupation Health and Safety Regulations, and Radiation Control Bureau regulations that apply to work performed under this proposal. The Contractor shall defend, indemnify, and hold NMIMT free and harmless against any and all claims, loss, liability and expense resulting from any alleged violation(s) of said regulation(s) including but not limited to, fines or penalties, judgments, court costs, and attorney's fees.

5.13 NMIMT is an agency of the State of New Mexico. In accordance with State Statutes, Sections 7-9-13 and 7-9-54, sales of tangible personal property to NMIMT are specifically exempted from New Mexico Gross Receipts Tax. This exemption does not apply to the purchase of services, leases of property, or items purchased for a construction project.

5.13.1 All proposal amounts shall EXCLUDE any applicable Gross Receipts Tax. If the resulting contract is taxable, show the amount of the tax as a separate item on the itemized list.

5.13.2 Federal Registration #: 85-6000-411 New Mexico Identification #: CRS 01-507116-002

5.13.3 A Nontaxable Transaction Certificate (NTTC) can be obtained from NMIMT by sending a request to purchasing@nmt.edu along with company name, address and TIN or NM CRS number.

5.13.4 When appropriate, Contractor agrees to certify to the County of Socorro that all applicable Gross Receipts Taxes ("GRT") have been reported and paid under location code 25-025 in the unincorporated areas of Socorro County. Contractor agrees to certify to the City of Socorro that all applicable Gross Receipts Taxes ("GRT") have been reported and paid under location code 25-125 for work performed in the incorporated areas of Socorro.

5.14 In accordance with NMSA 13-1-129, Proposers are hereby notified that other governmental entities within the State of New Mexico, or as otherwise allowed by their respective governing directives, may contract for services with the awarded

Contractor. Contractual engagements accomplished under this provision shall be solely between the awarded Contractor and the contracting entity with no obligation by NMIMT.

5.15 The Immigration Reform and Control Act of 1986, Pub L 99-603 (8 USC 1324a) requires employers to verify the eligibility of individuals for employment to preclude the unlawful hiring, or recruiting or referring for a fee, of aliens who are not authorized to work in the United States. This information will be used by employers as a record of their basis for determining eligibility of an employee to work in the United States. The form will be kept by the employer and made available for inspection by authorized officials of the Department of Homeland Security, Department of Labor, and Office of Special Counsel for Immigration-Related Unfair Employment Practices. Submission of the information required is voluntary. However, an individual may not begin employment unless this form is completed, since employers are subject to civil or criminal penalties if they do not comply with the Immigration Reform and Control Act of 1986. More information regarding the employment requirements can be found at the following website: <http://www.uscis.gov/files/form/i-9.pdf> **NMIMT's E-Verify Company ID Number is 165512**

5.16 Any Contractor and Subcontractor(s) working on a contract(s) entered into subsequent to this RFP shall not discriminate against any employee or applicant for employment, to be employed in the performance of such contract, with respect to its hire, tenure, terms, conditions, or privileges of employment, because of age, color, disability, national origin, race, religion, gender, sexual orientation, or veteran status.

5.17 During the term of this agreement, NMIMT reserves the right to contract with the awarded Contractor for additional services as required. Such services shall be performed by mutual consent of the parties and shall be documented by addendum to the contract.

5.18 NMIMT reserves the right to audit the Contractor's records associated with this contract at any time during the contract period and for a period of up to three (3) years following the expiration or termination of the agreement. Such audit may be conducted by NMIMT personnel or a third party under contract with NMIMT. NMIMT shall give the Contractor reasonable notice prior to the conduct of any audit and upon receiving the notice from NMIMT the Contractor agrees to fully cooperate with the auditors.

5.19 Unless otherwise specifically stated by the Proposer, all equipment, materials, supplies and workmanship furnished or installed is to be free of defects and Proposer shall agree to replace solely at his / her expense any and all defective equipment, parts, etc. within a one (1) year period after the date of acceptance of the items and / or installation unless otherwise agreed to in writing at the time of award. Proposer also warrants the materials, supplies or services furnished to be exactly as specified in the order, free from defects and to be in compliance with any drawings or specifications incorporated herein and with any samples furnished by offeror. All applicable UCC warranties express and implied, are incorporated herein.

5.20 The performance of the Contract by NMIMT is contingent upon availability of sufficient funds and sufficient appropriations and authorizations being made by the funding entity(s) for such performance. NMIMT's decision as to whether sufficient funds are available and whether sufficient appropriations and authorizations have been made shall be made in good faith and in its sole discretion, shall be accepted unconditionally by the Contractor, and shall be final. If NMIMT decides that sufficient funds are not available and / or sufficient appropriations and / or authorizations have not been made, it shall notify the Contractor of its decision in writing and may either terminate the Contract or propose modifications to accommodate the insufficient funds and / or appropriations and / or authorizations. If NMIMT proposes modifications, the Contractor shall within thirty (30) days after receiving NMIMT's notice give NMIMT written notice that it has elected either to (i) accept the proposed modifications or (ii) terminate the Contract. If the Contractor fails timely to give such notice, it shall be deemed to have accepted the proposed modifications. In no event shall NMIMT be liable for any financial or other penalty on account of any termination or modification of the Contract as a result of insufficient funds, appropriations or authorizations.

6. DISCUSSIONS WITH PROPOSERS AND AWARD

6.1 The Procurement Code permits, and NMIMT reserve the right to conduct discussions with any or all Proposers, or to make an award of a contract without such discussions based only on evaluation of the written offers. NMIMT likewise reserves the right to designate an Evaluation Committee in evaluating the offers according to the evaluation criteria. NMIMT shall make a written determination showing the basis upon which the award was made and such determination shall be included in the procurement file.

6.2 If NMIMT is unable to negotiate a contract with the one selected as most qualified, negotiations will be terminated at the discretion of NMIMT. Negotiations will then be initiated with the next most qualified, or the procurement process will be terminated and new proposals requested.

7. PROCUREMENT CODE

7.1 This award shall be made pursuant to the provisions of the Procurement Code governing procurement of goods and services. Please note that Sections 13-1-199 NMSA impose civil and criminal penalties for violation of the provisions of the Procurement Code. New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities or kickbacks.

8. RESIDENTIAL PREFERENCE

8.1 A New Mexico resident business shall be awarded the equivalent of five percent (5%) of the total possible points to be awarded based on the resident business possessing a valid resident business certificate in accordance with Section 13-1-21 of the New Mexico Statutes 1978 Annotated, Chapter 13. If applicable, document the residential preference number in the Offer form and attached the certificate to the response. The preference may not be combined with the Veterans Preference. Procurements involving federal funds are excluded from in state preference laws.

9. VETERANS PREFERENCE

9.1 A New Mexico resident veteran contractor, upon providing certification as a resident veteran with their offer, shall be given a preference of ten percent (10%). The preference may not be combined with the residential preference. Procurements involving federal funds are excluded from in state preference laws.

10. TERM

10.1 The terms of this agreement shall be for two years with the option to renew this agreement for up to an additional two year term by mutual consent, not to exceed four (4) years in total.

11. PUBLIC INSPECTION

11.1 General: After award, the register of offers shall be open to public inspection. Each offer, except those portions for which the Proposer has made a written request for confidentiality, shall also be open to public inspection.

11.2 Confidential Data: If a citizen of this State requests disclosure of data, for which a Proposer has made a written request for confidentiality, the Chief Procurement Officer shall examine the citizen's request and make a written determination that specifies which portions of the offer should be disclosed. Unless the Proposer protests under Section 13-1-172 NMSA 1978, the offer will be so disclosed. The offer shall be open to public inspection subject to any continuing prohibition on the disclosure of confidential data.

12. LICENSES AND PERMITS

12.1 The Contractor must keep himself informed of, and in adherence to, all laws and ordinances governing any matter related to the services to be performed. The Contractor shall obtain all necessary licenses and permits, and shall be aware of all labor conditions and agreements relating to the work specified in this document and shall make all provisions necessary to avoid any dispute which might arise from those conditions and agreements and shall be responsible for any delays, damages or extra costs caused by such disputes. The Contractor shall be solely engaged in this type of work and service.

13. CONTRACT TERMINATION

13.1 NMIMT reserves the right to terminate the contract with ninety (90) days written notice by the Chief Procurement Officer via certified mail to the address listed on the signature page of the RFP if any of the terms of the proposal and subsequent contract are violated.

13.1.1 If, through any cause and as determined solely by NMIMT, the Contractor shall fail to fulfill in a timely and proper manner its obligation under this agreement or if the Contractor shall violate or fail to meet any of the covenants, agreements or stipulations of this agreement, NMIMT shall thereupon have the right to terminate this agreement by giving five (5) days written notice to the Contractor of such termination and specifying the effective date of such termination. In such event, all finished or unfinished documents, data and reports prepared by the Contractor under this agreement shall, at the option of NMIMT, become the property of NMIMT, and the Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily

completed hereunder. Notwithstanding the above, the Contractor shall not be relieved of liability to NMIMT for damages sustained by NMIMT by virtue of any breach of this agreement by the Contractor, and NMIMT may withhold any payments to the Contractor for the purposes of set-off until such time as the exact amount of damages due NMIMT from the contract is determined.

13.1.2 NMIMT may terminate the Contract at any time by giving ninety (90) days written notice to the Contractor. If the Contractor is terminated by NMIMT as provided herein, the Contractor will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Contractor covered by this agreement, less payments of compensations previously made. If this agreement is terminated due to the fault of the Contractor, the "Termination for Cause" clause will apply.

14. GOVERNMENT FLOW-DOWN PROVISIONS

14.1 The resulting order is subcontracted under a U.S. Government Prime Contract, the applicable clauses listed below are incorporated into, and form a part, of the terms and conditions of the resulting order. In the event of any conflict between previously referenced terms and conditions and the Government Flow-Down Provisions, the Government Flow-Down Provisions take precedence. The clauses contained in the following paragraphs of the Federal Acquisition Regulations (FAR) are incorporated herein by reference. For purposes of this Purchase Order, in the following clauses, the term "contract" shall mean "this order", the term "contractor" shall mean "Seller" and the term "Government" and "Contracting Officer" shall mean "New Mexico Institute of Mining and Technology (NMIMT) and the "Chief Procurement Officer" respectively. The following provisions of the FAR apply at the specified order dollar amounts:

Title	Applicability	FAR Reference
Equal Employment Opportunity	All Orders	52.222-26 (Sept 2016)
Debarment and Suspension	All Orders	52.209-6 (Jun 2020)
Rights in Data Alt IV	All R&D Orders	52.227-14 (May 2014)
Anti-Kickback Act	Construction Over \$2K	52.203-7 (Jun 2020)
Limitations on Payments to Influence Certain Federal Transactions	Orders exceeding \$150K	52.203-12 (Jun 2020)
Audit & Negotiations Alt II	All Orders Over \$100K	52-215-2 (Jun 2020)
Davis Bacon Act	Construction Over \$2K	52.222-6 (Aug 2018)
Contract Work Hours & Safety Standards	Construction and Labor Hour Contracts Over \$2.5K	52.222-4 (Mar 2018)
E-Verification	All Orders	52.222-54 (Oct 2015)
Certification and Disclosure Regarding Payments to Influence Certain Transactions	All Orders Over \$150K	52.203-11 (Sept 2007)
Patent Rights Ownership by the Contractor Ownership by the Government	All Orders	52.227-11 (May 2014) 52.227-13 (Dec 2007)
Buy American Act	All Orders over \$3K	52.225-2 (May 2014)
Contract Terms & Conditions, Commercial Items	All Orders over \$10K	52.212-4 (Oct 2018)
Energy Efficiency in Energy-Consuming Products	All Orders and Services with Energy Consuming Products	52.223-15 (May 2020)
Contract Provisions for Non-Federal Entity Contracts Under Federal Awards	All Orders over \$150K	CFR200.236
Small Business Subcontracting Plan	All Orders over \$700K	52.219-9 (June 2020)
Subcontractor Certified Cost or Pricing Requiring Certified Cost or Pricing Data	All Orders over \$750K	52.215-12 (June 2020) 15.403-4
Disclosure and Consistency of Cost Acctg	All Orders over \$750K	52.230-3 (June 2020)
Recovered Material	Biobased products that use USDA designated items	52.223-1 (May 2012)
Recovered Material	Biobased products that do not use USDA designated items	52.223-2 (Sept 2013)
Recovered Material	EPA Designated items except off the shelf Items less than \$150K	52.223-4 (May 2008)
Recovered Material	EPA Designated items except off the shelf Items greater than \$150K	52.223-9 (May 2008)
Recovered Material	EPA-designated items Service and Construction	52.223-17 (Aug 2018)

15. SCOPE OF WORK

STATEMENT OF WORK

The objective of this Statement of Work is to obtain reliable, efficient, and effective services by applying a concise management and technical approach that will provide the best value and meet the objectives described in this document. The work described is to assist NMT/EMRTC in fulfilling the mission to develop and deliver training courses for the First Responder Training Program – sponsored and funded by DHS/FEMA (Department of Homeland Security / Federal Emergency Management Agency).

NMT/EMRTC is actively broadening its training portfolio, potentially resulting in the development of analogous programs funded independently, both domestically and internationally. When proposing initiatives beyond the First Responder Training Program, consideration of capabilities and pricing is paramount. Kindly specify if there is a preference against involvement in these external programs or pricing agreements as NMT/EMRTC wants to use this pricing information when writing proposals for these new projects.

Prospective bidders may bid on one or more tasks.

For tasks requesting instructor support below, instructors and SMEs are required to have substantial documented experience and specialized technical expertise in course subject matter. Resident course instructors assigned to deliver classroom training concerning explosives must have completed military, state public service, or federal explosives ordnance disposal training (EOD) or be a recognized Explosive Breaching program. Instructor experience and qualifications will be subject to review and approval by NMT/EMRTC. All instructors will be evaluated by NMT/EMRTC and must meet the NMT/EMRTC Instructor Certification Requirements (See Appendix A). Any exceptions will be at the discretion of NMT/EMRTC as well as making the final decision if instructors will continue within the program training functions. Subject Matter Expert (SME) qualifications will be provided for review to NMT/EMRTC and maintained for additional requirements and needs.

Requirements under each task are subject to change based on the needs of the First Responder Program, at the discretion of NMT/EMRTC and/or funding availability. Positions may be terminated at any time based on funding or changes in program requirements/needs. All travel required for this program will be within the U.S. and its Territories and associated costs will meet Federal Travel Policies. Any allowable exceptions must be authorized in writing prior to the travel occurring. When traveling to training sites, no salaries may be charged to the program.

TASK DESCRIPTIONS

TASK 1: Bombing Prevention and Response Instructor Support Services - This task provides Subject Matter Expert (SME) instructor and course SME development support services to NMT/EMRTC for DHS/FEMA-sponsored training courses. These courses are presented in a variety of formats including Resident, Mobile, Conference, and Web-based deliveries as defined below. Examples of bombing prevention and response course subject matter includes, but is not limited to:

- Homemade explosives (HME) recognition
- Bomb threat assessment
- Pre-blast response and post-blast response
- Recognition of bomber ideologies
- Military ordnance recognition
- Medical preparedness and response to blast injuries
- School bombing incident planning and response

Additional courses and subject matter may be added per funding availability.

The period of performance is expected to be from October 1, 2024, to September 30, 2028.

Resident Courses:

Resident courses are conducted on the NMT campus in Socorro, NM, or at a training site managed by NMT/EMRTC. These courses span 3-4 days and feature a blend of lecture instruction and hands-on activities. Key components of these courses include, performance exercises such as live-explosive demonstrations, field assessments, and virtual reality simulations. These

experiences are designed to enhance the learning outcomes for participants by providing practical, real-world applications of the taught concepts.

- Each residential course may require up to 3 part-time SME instructors with instruction hours of:
 - 24 hours per week (3-day courses), and up to
 - 40 hours per week (5-day courses).
- Resident course length may change because of 1) the DHS/FEMA course certification and re-certification process which requires courses be revised by NMT/EMRTC's team of SME and curriculum staff or 2) to accommodate logistical needs or limitations of the training site at the discretion of NMT/EMRTC.

NMT/EMRTC estimates 60 courses offered per calendar year but will be determined annually based on funding availability and demand.

Mobile, Customized/Conference, Web-based Courses:

Mobile, Customized/Conference and Web-based courses are conducted at or near a location of the agency requesting training anywhere within the US and its territories. These courses may be tailored to meet specific agency needs and can also be conducted virtually via platforms, such as Zoom, to accommodate remote participants. This adaptability offers specialized training without the logistical needs of traveling to the NMT campus or training facility.

- Each mobile course may require between 1 and 3 part-time SME instructors with instruction hours from 4 to 16 hours.
- Each customized/conference course will require up to 1 part-time SME instructor with instruction hours from 1 to 3 hours.
- Mobile, Customized/Conference, and Web-based course length may change because of 1) the DHS/FEMA course certification and re-certification process which requires courses be revised by NMT/EMRTC's team of SME and curriculum staff or 2) to accommodate logistical needs or limitations of the training site at the discretion of NMT/EMRTC.
- Web-based courses are administered using an LMS system in an independent study format.

NMT/EMRTC estimates 180 courses offered per calendar year but will be determined annually based on funding availability and demand.

For each fiscal year, NMT/EMRTC will identify the number of courses offered and estimated man hour requirements to the contractor when the contract is renewed. Required travel will be within the U.S. and its Territories and associated costs will meet Federal Travel Policies. When travelling to training sites, no salaries may be charged to the program. All courses are subject to change or cancellation as approved by NMT/EMRTC and/or funding availability. Examples of changes may include:

- Course duration changes
- Changes in man hour requirements
- Changes in number of SME instructors required/requested.
- Course cancellations for one instance or indefinitely for inclement weather, participant numbers, funding availability, or any other reason at the discretion of NMT/EMRTC

SME Development Support

SME instructors may be tasked with supporting the development of training courses in accordance with the DSH/FEMA course certification and re-certification process and at the direction of the NMT/EMRTC Curriculum Team. This includes, but is not limited to:

- Conducting preliminary subject research such as collecting data sources and preparing Reports
- Drafting course outlines by developing course learning objectives and lesson topics
- Writing technical course content for the inclusion in official course documentation
- Developing hands-on exercises and activities
- Completing additional tasks as required by the DHS/FEMA course development process.
- NMT/EMRTC will assign/authorize the number of SME's required to develop or create new course or existing courses in the re-certification process. Written confirmation from the Training Program Manager must be obtained authorizing who is assigned and the number of SMEs assigned to each curriculum project.

1.1 The subtasks include:

- 1.1.1 Contractor will be responsible for recruiting, identifying, hiring, and supervising instructors that meet the required experience level. Instructors must have substantial experience and specialized technical expertise in subject matter areas of course assignment.

1.1.2 Ensuring all course content files, such as instructor and participant guides being used are current.

1.1.3 Instructors' training and certifications must meet or exceed the NMT/EMRTC Instructor Certification Program Requirements (See Appendix A).

1.1.4 Instructor experience and qualifications will be subject to review and approval by NMT/EMRTC.

1.1.5 Annual requirements: All instructors will be evaluated and reviewed by NMT/EMRTC annually according to the NMT/EMRTC Instructor Certification Program Requirements. Additionally, instructors will be required to attend, in person, instructor development training hosted by NMT/EMRTC at least once every two years.

1.1.6 NMT/EMRTC reserves the right to approve all instructors prior to hiring and when hired, whether he/or she will continue to support the program.

1.1.7 Contractor is responsible for briefing NMT/EMRTC on any and all deficiencies or issues identified in classroom deliveries.

1.1.8 Contractor is responsible for establishing a Point of Contact (POC) who will schedule instructors as needed.

1.1.9 Contractor is responsible for instructor disciplinary actions and termination.

1.1.10 Contractor, via instructors, will be responsible to perform training functions in the classroom, field presentations, and to aid NMT appointed representative(s) with other functions as required to develop and deliver courses.

1.1.11 Contractor and instructors may be required to support the National Bomb Commanders Training and Symposium hosted by NMT/EMRTC and other special events. Once these events are identified and finalized the appropriate contractor will be notified by NMT/EMRTC.

1.1.12 Prior to the start of courses assigned the contractor will be responsible for providing a six-month schedule with appointed instructors. For every six-month period thereafter, the same process will apply. SMEs must be appointed and approved in writing prior to curriculum development beginning.

1.1.13 For Mobile and Conference course deliveries, contractor is responsible for managing all aspects of the training functions in the classroom – i.e., provide presentations, manage and utilize instructional equipment to present classes, and support and manage class participants at host facilities.

1.1.14 Resident, Mobile and Conference course outreach and public relations will be documented and provided by NMT/EMRTC personnel. These efforts could include, but are not limited to, email, phone calls, conferences presentations, and correspondence with emergency response/emergency management agencies, state training coordinators, and first responder associations and organizations. Contractors are expected to support these outreach efforts when teaching for NMT/EMRTC.

1.1.15 Instructors may be required to use and/or assist participants with a variety of learning devices such as tablets/mobile devices, or VR equipment.

TASK 2: Tactical Bombing Response Instructor Support Services - This task provides Subject Matter Expert (SME) instructor and course SME development support services to NMT/EMRTC for DHS/FEMA sponsored training courses. These courses are presented in a variety of formats including Resident, Mobile, Conference, and Web-based deliveries as defined below. Examples of tactical bombing response course subject matter includes, but is not limited to:

- Identification of active suicide bombers
- Tactical response to an active suicide bomber
- Mitigation of suicide bomber effects/hazards
- Prioritization of life-saving tactics at an active suicide bomber incident

Additional courses and subject matter may be added per funding availability.
Period of performance is expected to be from October 1, 2024, to September 30, 2028.

Resident Courses:

Resident courses are conducted on the NMT campus in Socorro, NM, or at a training site managed by NMT. These courses span 3-5 days and feature a blend of lecture instruction and hands-on activities. Key components of these courses include, performance exercises such as live-explosive demonstrations, field assessments, and virtual reality simulations. These experiences are designed to enhance the learning outcomes for participants by providing practical, real-world applications of the taught concepts.

- Each residential course may require up to 3 part-time SME instructors with instruction hours of:
 - 24 hours per week (3-day courses), and up to
 - 40 hours per week (5-day courses).
- Resident course length may change because of 1) the DHS/FEMA course certification and re-certification process which requires courses be revised by NMT/EMRTC's team of SME and curriculum staff or 2) to accommodate logistical needs or limitations of the training site at the discretion of NMT/EMRTC.

NMT/EMRTC estimates 12 courses offered per calendar year but will be determined annually based on funding availability and demand.

Mobile, Customized/Conference, Web-based Courses:

Mobile, Customized/Conference, and Web-based courses are conducted at or near a location of the agency requesting training anywhere within the US and its territories. These courses may be tailored to meet specific agency needs and can also be conducted virtually via platforms, such as Zoom, to accommodate remote participants. This adaptability offers specialized training without the logistical needs of traveling to the NMT campus or training facility.

- Each mobile course may require between 1 and 3 part-time SME instructors with instruction hours from 4 to 16 hours.
- Each customized/conference course will require up to 1 part-time SME instructor with instruction hours from 1 to 3 hours.
- Mobile, Customized/Conference, and Web-based course length may change because of 1) the DHS/FEMA course certification and re-certification process which requires courses be revised by NMT/EMRTC's team of SME and curriculum staff or 2) to accommodate logistical needs or limitations of the training site at the discretion of NMT/EMRTC.
- Web-based courses are administered using an LMS system in an independent study format.

NMT/EMRTC estimates 20 courses offered per calendar year but will be determined annually based on funding availability and demand.

For each fiscal year, NMT/EMRTC will identify the number of courses offered and estimated man hour requirements to the contractor when the contract is renewed. Required travel will be within the U.S. and its Territories and associated costs will meet Federal Travel Policies. When travelling to training sites, no salaries may be charged to the program. All courses are subject to change or cancellation as approved by NMT/EMRTC and/or funding availability. Examples of changes may include:

- Course duration changes
- Changes in man hour requirements
- Changes in number of SME instructors required.
- Course cancellations for one instance or indefinitely for inclement weather, participant numbers, funding availability, or any other reason at the discretion of NMT/EMRTC

SME Development Support

SME instructors may be tasked with supporting the development of training courses in accordance with the DSH/FEMA course certification and re-certification process and at the direction of the NMT/EMRTC Curriculum Team. This includes, but is not limited to:

- Conducting preliminary subject research such as collecting data sources and preparing reports
- Drafting course outlines by developing course learning objectives and lesson topics
- Writing technical course content for the inclusion in official course documentation
- Developing hands-on exercises and activities
- Completing additional tasks as required by the DHS/FEMA course development process.
- NMT/EMRTC will assign/authorize the number of SME's required to develop or create new courses or existing courses in the re-certification process. Written confirmation from the Training Program Manager must be obtained authorizing what SMEs are assigned and the number of SMEs assigned to each curriculum project.

2.1 The subtasks include:

2.1.1 Contractor will be responsible for recruiting, identifying, hiring, and supervising instructors that meet the required experience level. Instructors must have substantial experience and specialized technical expertise in subject matter areas of course assignment.

2.1.2 Ensuring all course content files, such as instructor and participant guides, are current.

2.1.3 Instructors' training and certifications must meet or exceed the NMT/EMRTC Instructor Certification Program Requirements (See Appendix A).

2.1.4 Instructor experience and qualifications will be subject to review and approval by NMT/EMRTC.

2.1.5 Annual requirements: All instructors will be evaluated and reviewed by NMT/EMRTC annually according to the NMT/EMRTC Instructor Certification Program Requirements. Additionally, instructors will be required to attend instructor development training hosted by NMT/EMRTC at least once every two years.

2.1.6 NMT/EMRTC reserves the right to approve all instructors prior to hiring and when hired, whether he/or she will continue to support the program.

2.1.7 Contractor is responsible for briefing NMT/EMRTC on all deficiencies or issues identified in classroom deliveries.

2.1.8 Contractor is responsible for establishing a Point of Contact (POC) who will schedule instructors as needed.

2.1.9 Contractor is responsible for instructor disciplinary actions and termination.

2.1.10 Contractor, via instructors, will be responsible to perform training functions in the classroom, field presentations, and to aid NMT appointed representative(s) with other functions as required to develop and deliver courses.

2.1.11 Contractor and instructors may be required to support the National Bomb Commanders Training and Symposium hosted by NMT/EMRTC and other special events. Once these events are identified and finalized the appropriate contractor will be notified by NMT/EMRTC.

2.1.12 Prior to the start of courses assigned the contractor will be responsible for providing a six-month schedule with appointed instructors. For every six-month period thereafter, the same process will apply. SMEs must be appointed and approved prior to curriculum development.

2.1.13 For Mobile and Conference course deliveries, contractor is responsible for managing all aspects of the training functions in the classroom – i.e., provide presentations, manage and utilize instructional equipment to present classes, and support and manage class participants at host facilities.

2.1.14 Resident, Mobile and Conference course outreach and public relations will be documented and provided by NMT/EMRTC personnel. These efforts could include, but are not limited to, email, phone calls, conferences presentations, and correspondence with emergency response/emergency management agencies, state training coordinators, and first responder associations and organizations. Contractors are expected to support these outreach efforts when teaching for NMT/EMRTC.

2.1.15 Instructors may be required to use and/or assist participants with a variety of learning devices such as tablets/mobile devices, or VR equipment.

TASK 3: Training Site Support

This task supports course delivery at the NMT/PRTC training site (Playas Research and Training Center). Requirements are determined by NMT/EMRTC based on course needs.

- Staffing: Contractor will provide one representative for activities 1 and 2 (Sunday through Friday, up to 40 hours) and 2-3 representatives for activity 3 (Sunday through Friday, up to 40 hours). These are part-time positions, with training occurring, typically, one week per month.

Services include:

1. Training Setup/Takedown: Assist with classroom/laboratory setup and teardown.
2. Daily Housekeeping: Maintain classrooms and prepare/stock the snack room.
3. Food Management: Provide and manage meals and snacks within federal per diem rates, including onsite cooking and helpers.

Annual Planning: NMT/EMRTC will provide course numbers and estimated man-hour requirements annually. Courses may change or be canceled, affecting site support needs. Examples include changes in course duration, instructor/participant numbers, man-hour requirements, or cancellations due to various reasons.

The period of performance is expected to be from October 1, 2024, to September 30, 2028.

TASK 4: Training Course Scheduler

This task supports the First Responder Program at NMT/EMRTC by efficiently scheduling all offered courses. The scheduler must have significant experience within the first responder community and be adept at communicating with State, Local, Federal, and Tribal agencies to organize NMT/EMRTC FEMA-approved courses.

- Location: Based in Socorro, NM, unless otherwise approved.
- Responsibilities: Work under NMT/EMRTC management to establish priorities, coordinate outreach efforts and personnel.
- Travel: May be required as needed and approved.
- Hours: Not to exceed 40 hours per week.

The period of performance will be from October 1, 2024, through September 30, 2028.

4.1 The subtasks include:

- 4.1.1 Communication with SAA (State Administrative Agency) Training Coordinators for all NMT/EMRTC Residential, Mobile, Conference and Web courses
- 4.1.2 Coordinate outreach team and efforts for participant recruitment.
- 4.1.3 Ensure the training schedule has the correct number of participants for each iteration.
- 4.1.4 Ensure Residential courses are scheduled and filled with the required number of participants.
- 4.1.5 Provide information to participants on course and travel requirements.
- 4.1.6 Provide reports on the scheduling process and statistics to NMT/EMRTC
- 4.1.7 Maintain an ongoing liaison with SAA Training Coordinators

Task 5: Curriculum Coordinator and Development

This task provides Curriculum Coordination and Instructional Systems Design expertise to develop training curricula and corresponding course materials. Curricula and associated course materials must be developed following standards and requirements from DHS/FEMA and the National Training and Education Division (NTED) (or corresponding authority/stakeholder). As such, curricula must meet or exceed established and evolving standards placed on NMT/EMRTC by DHS/FEMA and/or other agency of authority or stakeholder. Additionally, this task will support the implementation of learning technologies and systems utilized to facilitate course deliveries and/or their administration under the direction of NMT/EMRTC.

NMT/EMRTC currently offers multiple courses with additional ones undergoing development; new courses may be added or removed at the discretion of NMT/EMRTC and per funding availability. Examples of existing courses include, but are not limited to:

- Response to Bombing Incidents, Course Series
- Prevention of Bombing Incidents, Course Series

- Initial Law Enforcement Response to Suicide Bombing Attacks, Course Series
- Tactical Response to Suicide Bombing Incidents, Course Series
- Drone Assessment Response Tactics, Course Series

The period of performance is expected to be from October 1, 2024, to September 30, 2028.

5.1 The subtasks include:

5.1.1 Providing, at a minimum, staff who will operate within the NMT/EMRTC Curriculum Team who can support the outlined tasks at the direction of NMT/EMRTC.

5.1.2 Coordinate the development and sustainment of curricula and course material throughout the DHS/FEMA (or corresponding authority/stakeholder) development process from inception to the continued sustainment or as directed by NMT/EMRTC.

Tasks include, but are not limited to:

- Assigning, and coordinating Subject Matter Expert (SME) development support staff and guiding processes to ensure all requirements are met.
- Overseeing course certification and re-certification schedule, including but not limited to creating timelines or development schedules.
- Supporting instructor training and evaluation according to the NMT/EMRTC Instructor Certification Program Requirements (See Appendix A).
- Coordinate development with DHS/FEMA NTED Program Manager as necessary or as required by existing or evolving standards.

5.1.3 Develop course material utilizing varying learning technologies and software as appropriate for multiple delivery modalities including, but not limited to, instructor-led training, remote or virtual training, and online training.

5.1.4 Development of course material by DHS Trusted Tester(s) that meets or exceeds Section 508 of the Rehabilitation Act which includes, but is not limited to, developing captions, audio descriptions, PDF tags structures, meeting WCAG requirements, or alternate delivery methods to ensure users with accessibility needs can access material using assistive technologies.

5.1.5 Provide information to participants on course and travel requirements.

- DHS/FEMA NTED courses of all modalities and the entirety of their components must be found 508 compliant by DHS/FEMA independent reviewers.

5.1.6 Conduct periodic evaluations of curricula to ensure consistent quality and that DHS/FEMA (or corresponding authority/stakeholder) standards are met and maintained by observing deliveries and/or analyzing data to recommend and manage the implementation of improvements to curricula and related course delivery components where/as necessary in coordination with NMT/EMRTC.

5.1.7 Develop, recommend, implement, and manage learning technologies utilized to enhance or support the delivery of training curricula or administration. This includes but is not limited to, analyzing and assessing technologies and systems that will enhance or provide alternate delivery methods of new and existing training courses.

5.1.8 Support the development of materials and documentation as required for grant proposals, research projects, academic products, and any other documentation in support of the program or appearing in professional publications as directed by NMT/EMRTC.

Expected associated positions (may change at the discretion of NMT/EMRTC):

- **Research and Development Coordinator** works at the direction of NMT/EMRTC to oversee the development of the program curricula, and associated components including learning technologies and support systems, Subject

Matter Expert (SME) development support, DHS/FEMA NTED coordination, evaluation of training course effectiveness.

- **Instructional Systems Designer(s):** works at the direction of the Curriculum Coordinator to develop course material of assigned courses, including creating course guides, assessments, and supporting documentation.
- **Section 508 Specialist and Media Developer(s):** oversees the development of training materials including training aids, visual or auditory, in support of curricula which are compliant with Section 508 of the Rehabilitation Act. Potential associated positions (may change at the discretion of NMT/EMRTC):
- **Research and Development Specialist:** works at the direction of the Research and Development Coordinator to ensure curricula and associated course materials are developed following DHS/FEMA NTED (or corresponding authority/stakeholder) standards and requirements, ensures DHS/FEMA NTED certification and re- certification timelines are met in a timely manner.
- **Curriculum Development Support Specialist:** provides functional support in the development and sustainment of the curricula, its associated components, and their delivery at the direction of NMT/EMRTC.

Positions are not to exceed 40 hours per work week.

TASK 6: Ordnance Technician – This task provides support for the First Responder Program at NMT/EMRTC with ordnance support at both NMT/EMRTC and PRTC. Technician must have substantial experience and previous certification through either military or civilian explosive ordnance disposal (EOD) training.

- This position will be based in Socorro, NM or Playas, NM unless approved at another location at the convenience or best interest of NMT/EMRTC and the program.
- The technician will work at the direction of NMT/EMRTC Training unit, which will establish priorities.
- Travel may be required as needed and approved by NMT/EMRTC.
- This position may not be full-time; the number of hours needed is dependent on the training schedule. Will not exceed 40 hours per work week.

The period of performance is expected to be from October 1, 2024, to September 30, 2028.

6.1 The subtasks include:

6.1.1 Communication with NMT/EMRTC Project Managers.

6.1.2 Comply with all NMT/EMRTC/PRTC safety and explosive range policies and procedures.

6.1.3 Provide full-time ordnance/range support for the First Responder Training program.

6.1.4 Assist with range set-up, testing and clean-up of ordnance related functions.

6.1.5 Can be assigned to work at EMRTC or PRTC. Normal duty station location will be designated, and travel will be authorized when away from normal duty station location.

6.1.6 Ordnance Technician will take direction and oversight will be provided by the NMT/EMRTC training project managers who will be onsite at the training venue.

Task 7: Software Developer – The Software Developer will be tasked with developing, maintaining, and enhancing software applications to meet the specific needs of NMT/EMRTC’s First Responder Program. Must be able to code, test, debug, deploy and maintain current applications. The Software Developer must have experience in software development practices.

- This position will be based in Socorro, NM or Playas, NM unless approved at another location at the convenience or best interest of NMT/EMRTC and the program.
- The Software Developer will work at the direction of NMT/EMRTC Training unit, who will establish priorities.
- Travel may be required as needed and approved by NMT/EMRTC.
- This position is not to exceed 40 hours per work week.

The period of performance will be from October 1, 2024, through September 30, 2028.

The following are desired:

- Proficient in Languages: Java, Python

- Proficient in Programming Frameworks/Design: Web Interface Frameworks, Junit
- Proficient in Testing and Developer Frameworks: JIRA, Github/Bitbucket, Git, and IDE
- Proficient in Languages: Bash, C, C++, Javascript/Typescript
- Proficient in Programming Frameworks/Design: Docker/Kuberetes, Kafka/MQTT
- Proficient in Testing and Developer Frameworks: Confluence, Bamboo, Artifactory
- Familiar with Languages: Perl, Scala, Matlab, PHP, HTML, C#
- Familiar with programming Frameworks/Design: Spark, Hadoop, SQL
- Familiar with Testing and Developer Frameworks: Linux, Windows, Mac

7.1 The subtasks include:

7.1.1 Will collaborate with First Responder team members to implement, test, and deploy systems and procedures to enhance program operations.

7.1.2 Will provide technical support to First Responder team members as needed.

7.1.3 The Software Developer will take direction and oversight will be provided by the NMT/EMRTC First Responder Program Manager.

PROPOSAL FORMS

(ALL FORMS TO BE COMPLETED, SIGNED AND INCLUDED IN OFFER)

OFFER

To: New Mexico Institute of Mining and Technology
801 Leroy Place
Socorro, NM 87801

Re: RFP#2406028E

Offer of _____ (hereinafter called Proposer) a:

Corporation Partnership or Individual

The Proposer in compliance with RFP mentioned above having examined the proposal documents and the site of the proposed work (if applicable), hereby proposes to furnish all materials, equipment, labor and supplies and to complete the work at the prices stated in their offer. These prices, excluding New Mexico Gross Receipts Taxes, are to cover all expenses incurred in performing the Work as required in the RFP proposal.

The Proposer accepts all of the terms and conditions of the Request for Proposal and Instructions to Proposer. This offer will remain subject to acceptance for ninety (90) days after the day of Proposal opening.

An award shall be made pursuant to the evaluation criteria in the Instruction to Proposers. The Institute reserves the right to accept or reject any all offers, based entirely on its own judgment as to which are in the best interest of the Institute and/or within available funds.

By signing this form, proposers acknowledge receipt of the following addendum/addenda:

#1 _____ #2 _____ #3 _____ #4 _____ #5 _____ #6 _____ #7 _____ #8 _____

Title *Date*

Telephone *Email*

Resident Contractor Certification Number *Resident Veteran Contractor Certification Number*
(include a copy with the offer) *(include a copy with the offer)*

Signature *Date*

Please provide a point of contact for questions regarding your offer:

Name *Telephone*

Email

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

(please return with Offer)

Pursuant to NMSA 1978, § 13-1-191.1 (2006), any person seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body shall void an executed contract or cancel a solicitation or proposed award for a proposed contract if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT HE/SHE/IT, HIS/HER/ITS FAMILY MEMBER, OR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"Applicable public official" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"Campaign Contribution" means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to either statewide or local office. "Campaign Contribution" includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"Family member" means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law, or son-in-law.

"Pendency of the procurement process" means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

"Person" means any corporation, partnership, individual, joint venture, association or any other private legal entity.

"Prospective contractor" means a person who is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or a small purchase contract.

"Representative of a prospective contractor" means an officer or director of a corporation, a member, or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s): _____

Nature of Contribution(s): _____

Purpose of Contribution(s): _____
(Attach extra pages if necessary)

Name

Title

Signature

Date

-OR-

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member, or representative.

Name

Title

Signature

Date

CERTIFICATION REGARDING

DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

(please return with Offer)

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

Debarment: Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.

Have not within a three year period preceding this proposal been convicted of all has a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal of State Antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

Are not presently indicted for otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses in enumerated in paragraph (2) of this certification and

Have not within a three year period preceding this proposal had one or more public transaction (Federal, State, or local) terminated for cause or default.

Anti-Kickback: Per N.M.S.A. 13-1-191 & 198 and the Federal Acquisition Regulation (FAR 52.203.7) Anti-Kickback Act of 1986, in signing this offer we certify that we have not made, or accepted any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which was provided for the purpose of improperly obtaining, or as a reward for favorable treatment in connection with, any prime contract, or a subcontract relating to a prime contract.

I understand that a false statement of this certification may be ground for rejection of this proposal or termination of the award. Under 18USC Sec. 101, a false statement may result in a fine up to \$10,000 or imprisonment for up to 5 years, or both.

Name

Title

Signature

Date

NON-COLLUSION AFFIDAVIT

(please return with Offer)

State of _____)

County of _____)

_____, being first duly sworn, deposes and says that _____ he/she is (title) _____ of (organization) _____ submits herewith to New Mexico Institute of Mining and Technology, a proposal and that all statement of fact in such proposal is true.

That said proposal was not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization or corporation;

That said Proposer has not directly or indirectly by agreement, communication or conference with anyone attempted to induce action prejudicial to the interest of NMIMT, or any Proposer of anyone else interested in the proposed contract and further,

That prior to the public opening and reading of proposal, said Proposer:

1. Did not directly or indirectly induce or solicit anyone else to submit a false or sham proposal
2. Did not directly or indirectly collude, conspire, connive or agree with anyone else that said Proposer or anyone else would submit a false or sham proposal or that anyone should refrain from bidding or withdraw his proposals;
3. Did not in any manner directly or indirectly, seek by agreement, communication or conference with anyone to raise or fix the proposal price or fix the proposal price of said Proposer or of anyone else or to raise or fix any overhead, profit or cost element of their proposal price or of that of anyone else;
4. Did not directly or indirectly, submit his proposed price or any breakdown thereof, or the contest thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association organization, bid depository or to any member or agent thereof, or to any individual of group of individuals, except that NMIMT, or to any person or persons who have a partnership or other financial interest with said Proposer in his business.

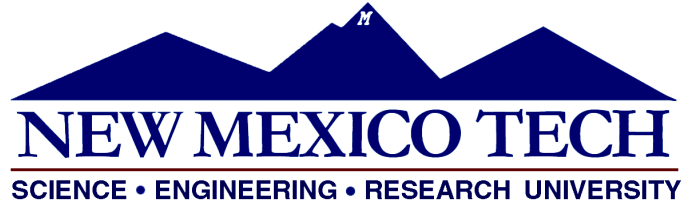
Name

Title

Signature

Date

TO BE COMPLETED BETWEEN NMIMT AND THE SELECTED CONTRACTOR(S)



PROFESSIONAL SERVICES AGREEMENT (PSA)

Agreement / Purchase Order Number: _____

THIS AGREEMENT, made and entered into this ____ day of _____, 20__ by and between New Mexico Institute of Mining and Technology, hereinafter called New Mexico Tech, and

Vendor Name:

Address:

Hereinafter called the "Contractor"

WITNESSETH:

NOW THEREFORE, in consideration of the premises and of the mutual and reciprocal promises of the parties hereto, is hereby covenanted and agreed by and between parties:

1. That the Contractor will render the following professional services to New Mexico Tech:

2. That the Contractor represents and warrants that the Contractor is professionally qualified to render the consultant services required by New Mexico Tech and possess any licenses and / or certifications required under state or federal law to perform the services required under this Agreement.

3. If the work to be performed under this Agreement is funded wholly or in part by the federal government, the Contractor represents and warrants that neither Contractor nor any employee of Contractor nor any subcontractor of Contractor are employees of the funding agency.

4. That the Contractor will devote the necessary hours each week to the performance of such duties that may be assigned to him / her by New Mexico Tech.

5. That the Contractor shall provide written progress reports and schedules in sufficient detail to the Department at a frequency agreed upon between the parties.

6. That the Contractor will serve New Mexico Tech diligently and faithfully, and according to its ability and in all respects will use his / her utmost endeavors to promote the interest of New Mexico Tech.

7. That the Contractor will maintain records indicating the date and length of time such services are rendered. These records shall be subject to inspection by the designated agent of New Mexico Tech. If federal funds are used under this Agreement, the Contractor and its subcontractors shall preserve fiscal records and supporting documentation for a period of three (3) years from the date of termination of this Agreement if an audit to the satisfaction of 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards has occurred by that time. If such audit has not occurred by that time, the records must be retained until an audit has occurred or for a period of five (5) years from the date of termination of this Agreement, whichever comes first. If any litigation, claim, or audit is started before

the expiration of the retention period, the records shall be retained until all litigations, claims, or audit findings involving the records have been resolved. The Contractor shall make its fiscal records and supporting documentation available for audit by New Mexico Tech and / or the Federal Government and any persons or entities hired by the above named. The Contractor shall refund any costs disallowed by such audit to New Mexico Tech.

8. That services rendered by the Contractor shall be performed at _____ or where New Mexico Tech shall designate. Contractor shall provide written notification to the Department when the costs incurred exceeds seventy-five percent (75%) of the total amount obligated under this Agreement.

9. That for the services rendered satisfactory, New Mexico Tech agrees to pay the Contractor compensation as follows, at the following rate (hourly or daily) of \$_____ plus expenses (if applicable) as follows: _____ . Such compensation and expenses not to exceed \$_____ including tax, payable by New Mexico Tech upon receipt of a signed invoice or Payee Claim for Reimbursement. The Contractor will pay the State of New Mexico the Gross Receipts Tax levied on the amounts payable under this Agreement.

10. Invoices shall be sent to New Mexico Tech, Accounts Payable, 801 Leroy Place, Socorro, NM 87801. Invoices shall be presented at the beginning of each month covering services and / or expenses incurred during the previous month, all applicable taxes shall be shown as a separate line item. The purchase order number shall be clearly marked on all invoices.

11. New Tech Mexico understands and agrees that the contractor may request additional funding to cover the day-to-day workflow activities that exceed the agreed amount on this document; the Contractor will request such additional funding upon previous discussion and approval from New Mexico Tech and Sponsor. Additional funding will be provided only on the issuance of an approved change order to the purchase order. No verbal approval shall be given.

12. That the Contractor is an independent contractor/ /corporation, is not an employee of the Sponsor, performing professional services for New Mexico Tech. The Contractor is responsible for any applicable state or federal taxes, a Form 1099 Nonemployee Compensation will be issued for any payments made. The Contractor shall not accrue leave, retirement, insurance, or any other benefits afforded to employees of New Mexico Tech as a result of this Agreement.

13. The performance of this Agreement by New Mexico Tech is contingent upon availability of sufficient funds and sufficient appropriations and authorizations being made by the funding entity(s) for such performance. New Mexico Tech's decision as to whether sufficient funds are available and whether sufficient appropriations and authorizations have been made shall be made in good faith and in its sole discretion, shall be accepted unconditionally by the Contractor, and shall be final. If New Mexico Tech decides that sufficient funds are not available and / or sufficient appropriations and / or authorizations have not been made, it shall notify the Contractor of its decision in writing and may either terminate this Agreement or propose modifications to accommodate the insufficient funds and/or appropriations and/or authorizations. If NMT proposes modifications, the Contractor shall within thirty (30) days after receiving New Mexico Tech's notice give New Mexico Tech written notice that it has elected either to (i) accept the proposed modifications or (ii) terminate this Agreement. If the Contractor fails timely to give such notice, it shall be deemed to have accepted the proposed modifications. In no event shall New Mexico Tech be liable for any financial or other penalty on account of any termination or modification of this Agreement as a result of insufficient funds, appropriations or authorizations.

14. That the Contractor shall not assign any interest in this Agreement or transfer any interest in same or assign any claim for money due or to become due under this Agreement without the prior written consent of New Mexico Tech.

15. That either party, independent or in concert, may terminate this Agreement by giving thirty (30) days written notice to the other party.

16. That this Agreement incorporates all of the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof and that all such covenants, agreements, and understandings, have been merged into this written Agreement. No prior agreement or understanding verbal or otherwise of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

17. That this Agreement shall not be altered, changed, or amended except by the instrument in writing executed by the parties hereto. The foregoing being clearly understood and agreed to, the parties hereto have set their hands and seals.

18. That this Agreement shall be deemed to be an Agreement made in accordance with the laws of the State of New Mexico.

19. Each party will be solely responsible for its liability for bodily injury, including death, or damage to property under the common law or statutory law of New Mexico and for only its own attorney fees and costs arising from the act or failure to act of such party or of its regents, directors, members, shareholders, officers, agents and employees pursuant to this Agreement; provided however, the foregoing obligation is a statement of responsibility pursuant to common and statutory law only and does not constitute an agreement to indemnify. The liability and responsibility of New Mexico Institute of Mining and Technology shall be subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4- through 41-4-27, and of any amendments thereto, and shall be construed and applied in accordance with the laws of the State of New Mexico, irrespective of the conflict of law and choice of law principles of New Mexico or any other jurisdiction.

20. Throughout the period of this Agreement, copies of all correspondence, work products, specifications, estimates and other material prepared by the Contractor should be directed to the Department Contact Person. Direct contact or communication by the Contractor with other New Mexico Tech offices or any other state or governmental entity concerning the Agreement shall be made only with the prior knowledge and approval of the Department Contact Person.

21. All documents which are prepared by the Contractor or any subcontractor that form a part of its services under this Agreement shall be the property of New Mexico Tech and shall be delivered to New Mexico Tech upon termination of this Agreement if so requested by New Mexico Tech. The Contractor shall be responsible for the protection and / or replacement of any original documents in its possession. New Mexico Tech shall receive all original drawings and documentation.

22. For the consideration payable under this Agreement, the work product required by this Agreement shall be considered a work made for hire within the meaning of that term under the copyright laws of the United States, applicable common law and corresponding laws of other countries. New Mexico Tech shall have sole right and authority to seek statutory copyright protection and to enjoy the benefit of ownership of the work. The party performing the work hereby assigns all rights, title and interest in and to the work to New Mexico Tech and shall require all subcontractors to agree in writing that they assign all right, title and interest in work product to New Mexico Tech required by the Agreement.

23. For the consideration payable under this Agreement, the Contractor agrees to report to New Mexico Tech any invention arising out of the work required by this Agreement. New Mexico Tech shall have sole right and authority to seek statutory patent protection under United States and foreign patent laws to enjoy the benefits of ownership of the invention, whether or not the invention was required of the Contractor or subcontractor as part of the performance of the Agreement. The Contractor hereby assigns all right, title and interest in and to inventions made in the course of the Agreement and agrees to execute and deliver all documents and do any and all things necessary and proper to effect such assignment. Contractor shall require all subcontractors to agree in writing that they will execute and deliver all documents and do any and all things necessary and proper to effect assignment of inventions arising out of the Agreement.

24. Confidential information provided by New Mexico Tech to Contractor shall not be disclosed by Contractor, its officers, employees or agents, to any third party, without the express written consent of New Mexico Tech.

24. The Contractor shall follow the Immigration Reform and Control Act of 1986, Pub L 99-603 (8 USC 1324a). More information regarding the employment requirements can be found at the following website: <http://www.uscis.gov/files/form/i-9.pdf> NMT E-Verify Company ID Number is 165512.

CONTRACTOR INFORMATION

NAME

MAILING ADDRESS

TELEPHONE NUMBER

CITY / ST/ ZIP CODE

EMAIL ADDRESS

DEPARTMENT INFORMATION

DEPARTMENT

CONTACT PERSON

TELEPHONE NUMBER

EFFECTIVE DATE: _____

TERMINATION DATE: _____

TOTAL AMOUNT THIS AGREEMENT SHALL NOT EXCEED: \$ _____

THIS AGREEMENT BETWEEN NEW MEXICO TECH AND _____

HAS BEEN APPROVED BY:

SIGNATURE OF CONTRACTOR

SIGNATURE OF CHIEF PROCUREMENT OFFICER

SIGNATURE OF DEPARTMENT

SIGNATURE OF VICE PRESIDENT FOR ADMINISTRATION
AND FINANCE

___ THIS AGREEMENT IS NOT A FEDERALLY FUNDED PROJECT.

___ THIS AGREEMENT IS A FEDERALLY FUNDED PROJECT AND THE ATTACHED FEDERAL ACQUISITION REGULATIONS (FAR) CERTIFICATIONS, and FLOW-DOWN PROVISIONS APPLY.

Allowability of Costs under Sponsor's prime contract will be determined in accordance with 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Allowability of subcontractor costs, if commercial entity, will be determined in accordance with FAR 31.2 Cost Principles for Contracts with Commercial Organizations. In the event any subcontractor costs are disallowed under the prime contract because of a conflict between the provisions of 2 CFR 200 and FAR 31.2, the provisions of 2 CFR 200 shall govern.

THE FOLLOWING MUST BE CERTIFIED FOR ALL AGREEMENTS \$25,000 OR GREATER USING FEDERAL FUNDS

CONFLICT OF INTEREST

The authorized Person, Firm and / or Corporation states that to the best of his/her belief and knowledge:

No employee or Regent of New Mexico Tech (or close relative), with the exception of the person(s) identified below, has a direct or indirect financial interest in the Contractor or in the proposed transaction. Contractor neither employs, nor is negotiating to employ, any New Mexico Tech employee, Regent or close relative, with the exception of the person(s) identified below. Contractor did not participate, directly or indirectly, in the preparation of specifications upon which the quote or offer is made. If the Contractor is a New Mexico State Legislator or if a New Mexico State Legislator holds a controlling interest in Contractor, please identify the legislator(s):

List below the name(s) of any New Mexico Tech employee, Regent or close relative who now or within the preceding twelve (12) months

- (1) works for the Contractor;
- (2) has an ownership interest in the Contractor (other than as an owner of less than 1% of Contractor's stock, if Contractor is a publicly traded corporation);
- (3) is a partner, officer, director, trustee or consultant to the Contractor;
- (4) has received grant, travel, honoraria or other similar support from Contractor; or
- (5) has a right to receive royalties from the Contractor.

NAME OF INDIVIDUAL(S)

DEBARMENT/SUSPENSION STATUS

The Contractor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice or proposed debarment from any Agency per FAR 52.209-5. The Contractor agrees to provide immediate notice to the New Mexico Tech Purchasing Department in the event of being suspended, debarred or declared ineligible by any department or federal agency, or upon receipt of a notice of proposed debarment that is received after the submission of the quote or offer but prior to the award of the purchase order or contract.

CERTIFICATION

The undersigned hereby certifies that he/she has read the above CONFLICT OF INTEREST and DEBARMENT/SUSPENSION Status requirements and that he/she understands and will comply with these requirements. The undersigned further certifies that they have the authority to certify compliance for the Contractor named and that the information contained in this document is true and accurate to the best of their knowledge.

Signature

Title

Date

Printed Name

Company Name

Address

City / State / Zip Code

**THE FOLLOWING MUST BE CERTIFIED FOR ALL AGREEMENTS \$100,000 OR GREATER USING FEDERAL FUNDS
 CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS
 (September, 2005)**

1. In accordance with FAR 52.102, the definitions and prohibitions contained in the clause at FAR 52.203-12, Limitation on Payments to Influence Certain Federal Transactions, included in this solicitation, are hereby incorporated by reference in this certification.

2. The offeror, by signing its offer, hereby certifies to the best of his or her knowledge and belief that on or after; December 23, 1989

A. No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to Influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of any Federal contract.

B. If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal Transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the offeror shall complete and submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to the Contracting Officer; and

C. He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.

3. Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by Section 1352, Title 31, United States Code. Any person who makes expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

The undersigned company agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.)

CERTIFICATION

The undersigned hereby certifies that he / she has read the above CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTION (APR 1991) and CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT requirements and that he / she understands and will comply with these requirements. The undersigned further certifies that they have the authority to certify compliance for the Contractor named below.

Signature

Title

Date

Printed Name

Company Name

Address

City / State / Zip Code

GOVERNMENT FLOW-DOWN PROVISIONS

The resulting order is subcontracted under a U.S. Government Prime Contract, the applicable clauses listed below are incorporated into, and form a part, of the terms and conditions of the resulting order. In the event of any conflict between previously referenced terms and conditions and the Government Flow-Down Provisions, the Government Flow-Down Provisions take precedence. The clauses contained in the following paragraphs of the Federal Acquisition Regulations (FAR) are incorporated herein by reference. For purposes of this Purchase Order, in the following clauses, the term “contract” shall mean “this order”, the term “contractor” shall mean “Seller” and the term “Government” and “Contracting Officer” shall mean “New Mexico Institute of Mining and Technology (NMIMT) and the “Chief Procurement Officer” respectively. The following provisions of the FAR apply at the specified order dollar amounts:

Title	Applicability	FAR Reference
Equal Employment Opportunity	All Orders	52.222-26 (Sept 2016)
Debarment and Suspension	All Orders	52.209-6 (Jun 2020)
Rights in Data Alt IV	All R&D Orders	52.227-14 (May 2014)
Anti-Kickback Act	Construction Over \$2K	52.203-7 (Jun 2020)
Limitations on Payments to Influence Certain Federal Transactions	Orders exceeding \$150K	52.203-12 (Jun 2020)
Audit & Negotiations Alt II	All Orders Over \$100K	52-215-2 (Jun 2020)
Davis Bacon Act	Construction Over \$2K	52.222-6 (Aug 2018)
Contract Work Hours & Safety Standards	Construction and Labor Hour Contracts Over \$2.5K	52.222-4 (Mar 2018)
E-Verification	All Orders	52.222-54 (Oct 2015)
Certification and Disclosure Regarding Payments to Influence Certain Transactions	All Orders Over \$150K	52.203-11 (Sept 2007)
Patent Rights Ownership by the Contractor Ownership by the Government	All Orders	52.227-11 (May 2014) 52.227-13 (Dec 2007)
Buy American Act	All Orders over \$3K	52.225-2 (May 2014)
Contract Terms & Conditions, Commercial Items	All Orders over \$10K	52.212-4 (Oct 2018)
Energy Efficiency in Energy-Consuming Products	All Orders and Services with Energy Consuming Products	52.223-15 (May 2020)
Contract Provisions for Non-Federal Entity Contracts Under Federal Awards	All Orders over \$150K	CFR200.236
Small Business Subcontracting Plan	All Orders over \$700K	52.219-9 (June 2020)
Subcontractor Certified Cost or Pricing Requiring Certified Cost or Pricing Data	All Orders over \$750K	52.215-12 (June 2020)
Disclosure and Consistency of Cost Acctg	All Orders over \$750K	15.403-4 52.230-3 (June 2020)
Recovered Material	Biobased products that use USDA designated items	52.223-1 (May 2012)
Recovered Material	Biobased products that do not use USDA designated items	52.223-2 (Sept 2013)
Recovered Material	EPA Designated items except off the shelf	52.223-4 (May 2008)
Recovered Material	Items less than \$150K EPA Designated items except off the shelf	52.223-9 (May 2008)
Recovered Material	Items greater than \$150K EPA-designated items Service and Construction	52.223-17 (Aug 2018)