

Invitation for Bid

Physician Consulting

CONTRACT #26-C0020

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SECTION I OVERVIEW

General Information	The Department of Pesticide Regulation's (DPR) mission is to protect human health and the environment by regulating pesticide sales and use, and by fostering reduced-risk pest management. For more information on the Department and its program, please see our Web site, www.cdpr.ca.gov.
DPR Contact	Department of Pesticide Regulation Attn: Samuel Martinez, MS 4A EMAIL: ContractsUnit@cdpr.ca.gov
Service Need	Occupational health and screening services
Contract Budget	Subject to the availability of funds and approval by the Department, there is a current maximum budget of $191,724.00 DPR reserves the right to amend the budget for this Agreement as needs arise.
Contract Term	The term of this Agreement will span approximately 35 months and is expected to begin in July/2026 DPR reserves the right to amend the term of this Agreement as needs arise.
Process Type	Invitation for Bid (IFB).

Process Schedule

This process will be conducted according to the following tentative schedule:

Advertisement Date	July 17, 2026
Written Questions Due by 5:00 pm on	July 24, 2026
Questions Answered by 5:00 pm on	July 31, 2026
Submittal's Due/Bid Opening by 2:00 pm on	August 7, 2026
Intent to Award	August 14, 2026

SECTION II RULES AND CONDITIONS

Introduction

There are conditions that this IFB, submitting Bidders, bids and resulting Agreements are subject to and/or required to comply with.

Commitment

Upon submittal of a Bid, the Contractor has committed to comply with the following requirements:

- All items noted in IFB documents
- General Terms and Conditions available for viewing at *www.ols.dgs.ca.gov/Standard+Language*.
- Contractor Certification Clauses available for viewing at *www.ols.dgs.ca.gov/Standard+Language*.

If the bidder fails to meet any of the requirements or comply with DPR requests, DPR can reject, disqualify, or remove the firm from the process.

DPR is not committed to award an Agreement resulting from this IFB.

Antitrust Claims

In submitting a Bid Package to a public purchasing body, the Bidder offers and agrees that if the Bid Package is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the Bidder for sale to the purchasing body pursuant to the Bid Package. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the Bidder. (See Government Code Section 4552.)

If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the Bid Package price, less the expenses incurred in obtaining that portion of the recovery. (See Government Code Section 4553.)

Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. (See Government Code Section 4554.)

Contractor's Cost

All costs resulting from the Contractor's participation in the IFB process are at the firm's expense.

No costs incurred by the Contractor participating in the IFB process will be reimbursed by DPR.

Information

All information obtained or produced during the course of the Agreement will be made available to DPR.

Any information that the Bidder deems confidential, must so be marked prior to submission to DPR.

DPR will hold information deemed confidential by the Bidder to the extent allowable by the California Public Records Act and the Public Contract Code.

Written Inquiries

Bidders needing clarification of the requirements of this solicitation may submit questions to DPR's Contracts Unit using the contact information found in Section I. All inquiries must be received no later than 5:00PM on July 24, 2026. The time and date of the receipt of the email must not be later than the due date and time.

Questions, suggestions or objections regarding the content of this solicitation, including but not limited to the purpose, scope of work, etc., not submitted by the deadline for questions shall be deemed waived and may not be raised at a later time.

Oral communications with DPR officers and employees shall be non-binding on the State and shall in no way exclude the Bidder of any obligations as set forth in this package.

All questions or inquiries regarding this solicitation shall be submitted using the DPR Contact information provided in Section I.

E-mails should be clearly marked "**Questions Relating to SOLICITATION 26-C0020**."

Addenda

DPR reserves the right to amend, alter, or change the rules and conditions of this IFB.

Any ambiguity, conflict, discrepancy, omission, or other error discovered in the IFB should immediately be reported to DPR prior to the deadline for submission of written questions. DPR will issue addenda to address such issues.

Modification of Submittals

A Bid submitted prior to the submittal deadline, can be withdrawn or modified by the submitting Bidder. The Bidder must:

- Provide a written request
- Identify the requesting individual and their association to the Bidder

A Bid cannot be withdrawn for modification after the submittal deadline has passed.

Errors in Submittals

An error in a Bid Package may be cause for rejection of that bid.

DPR may make certain corrections, if the Bidder's intent is clearly established based on review of the complete bid.

Negotiating State Contracts

This solicitation and any resulting contract or amendments are subject to the conditions set forth in PCC 6611.

If any of the conditions identified in PCC 6611 exist, the State may perform contract negotiations, if it is determined to be in the best interest of the State.

Electronic Waste Recycling

If the Contractor or any subContractors participate in activities that result in the disposition of electronic components, they will comply with the provisions of PRC Chapter 8.5.

Use Tax

If, during the course of the agreement, the Contractor will be involved in the re-sale of goods to the State, they must comply with the requirements of Section 6452.1, 6487, 6487.3, 7101, and 18510 of the Revenue and Taxation Code, in addition to Section 10295.1 of the Public Contract Code.

Small Business (SB) Preference

Any Bidder competing in this process as a California Certified Small Business, or as a non-SB certifying to subcontract a minimum of 25% of the total contract services to a California Certified SB, will receive a five percent (5%) preference. Certification must be provided by the Department of General Services (DGS), Procurement Division (PD), Office of Small Business and DVBE Services (OSDS). DPR will apply the preference per State law and as described on the DGS website at http://www.pd.dgs.ca.gov/smbus/sbpref.htm .

The preference is used solely for computation purposes in determining the lowest responsive bidder. The preference does not alter the amounts of the resulting agreement.

A copy of the Bidder's SB certification should be included with the Bid Package.

Subcontractors

All Subcontractors identified in the bid, must be experts in their respective disciplines and capable of performing the tasks for which they are hired.

If awarded the agreement, the Contractor must use all of the SB and Disabled Veteran Business Enterprise (DVBE) firms identified on the SB/DVBE Participation Summary.

DPR reserves the right to approve substitutions of subcontractors, as long as, certified business participation levels remain unchanged.

Ineligible Businesses

Any Contractor or Sub-Contractor currently on the DPR Unreliable list, is ineligible to apply for or participate in this contract.

In addition, as required by PRC§42290 et seq., any business determined to be in non-compliance with the Recycled Content Plastic Trash Bag Law is ineligible to apply for or participate in this contract.

Loss Leader	It is unlawful for any person engaged in business within this state to sell or use any article or product as a 'loss leader' as defined in Section 17030 of the Business and Professions Code.
Darfur Contracting Act	For solicitation of non-IT goods and services only. If IT, delete this clause here and in the Table of Contents and remove Attachment E. All Proposers competing in this process must comply with the requirements of the Darfur Contracting Act (Public Contracting Code sections 10475 through 10481), effective January 1, 2009. To comply, Proposers must complete the Darfur Contracting Act form (Attachment E) and return with their Proposal.
Iran Contracting Act	Prior to bidding on, submitting a proposal or executing a contract or renewal for a State of California contract for goods or services of $1,000,000 or more, Proposers must complete the Iran Contracting Act form (Attachment F) and return with their Proposal.
California Civil Rights Laws	Pursuant to Public Contract Code section 2010, all Proposers that submit a bid or proposal to, or otherwise propose to enter into or renew a contract with, a state agency with respect to any contract in the amount of $100,000 or above competing in this process must comply with the requirements of the California Civil Rights Laws. To comply, Proposers must complete the California Civil Right Laws (Attachment G) and return with their Proposal.

SECTION III BID SUBMITTAL REQUIREMENTS

Introduction

Failure to follow the instructions contained in this document may be grounds for rejection of a Bid.

DPR may reject any Bid if it is conditional, incomplete or contains irregularities.

DPR may waive an immaterial deviation in a Bid, if deemed in the best interest of DPR.

Deadline

The Bid Package must be received by DPR, at the address listed in Section I, Overview.

Bids received after the deadline, will be considered late and returned to the Bidder unopened.

Number of Copies

The Bidder is required to submit all required documents in the following format:

- One electronic copy viewable by Adobe Acrobat Reader

It is the submitting Bidder's responsibility to ensure that the electronic copy is formatted in Adobe Acrobat Reader and viewable by DPR.

Qualifications and Resources

The prospective Contractor and subcontractors must have the experience, qualifications, and resources to perform the required tasks of the project.

Each bid must include a description of the resources to be used on the project while demonstrating an individual or team members abilities to perform the work. The bid must include resume for the Manager/Lab Director overseeing laboratory technicians and engineers that detail the following area(s) of expertise:

- Experience
- Knowledge
- Educational Background
- Appropriate licensing
- Tasks to be performed and number of hours

References

The Bidder's team must provide a minimum of three (3) verifiable references and/or experience.

DPR reserves the right to seek references in addition to the client references provided by the Bidder, as it deems necessary.

If a reference or project experience is unable to be verified, it will be disregarded.

Negative responses from references may be cause for rejection of the bid.

Organization

Provide a brief description of the organization's or team's services and activities, including:

- Date of establishment
- History
- Location
- Any known conflict's of interest
- An organizational chart of the laboratory which outlines laboratory personnel and management structure.

Contract Eligibility

The Bidder must include a written declaration, stating that the Contractor and any SubContractors to be used during the performance of the contract are eligible to contract with the State of California, pursuant to PCC 10286.

Licenses

The Contractor shall be an individual or firm licensed to do business in California. Required documentation includes the following as applicable:

- A copy of the Proposer's county/city issued license with proof of expiration date, must be included with the Proposal submittal.

- Additionally, pursuant to the California Business and Professions Code, for services of a "professional" nature requiring a professional license issued by the CA Department of Consumer Affairs, Proposers must submit a copy of the appropriate license(s) for each team member who will provide "professional" services under the contract.

Travel and Per Diem

Lodging, food, and incidental expenses on trips in support of services will be reimbursed at the following State per diem rates per 24 hour day for the length of the contract.

- Lodging – up to a maximum of $84 per day
- Meals (breakfast, lunch and dinner) – up to a maximum of $34 per day
- Incidentals – up to a maximum of $6 per day.
- Coach airfare, mid-size/economy rental cars, and fuel – actual costs verified by bills or receipts. First Class or Business Class air travel is not allowed.

Cost Breakdown

The bid must specify the total cost and include detailed project costs, as required in the Bid Sheet.

All firm and individual commitments must be identified by task and dollar amount and included in the task by task bid submittal.

The costs identified, should take into consideration the length of the contract, rise in salaries and administrative overhead costs.

The amount identified on the cost breakdown may not be changed and will remain in effect for the life of the agreement.

Small Business (SB) Participation

A small business preference of five percent (5%) is applied to all bids from and/or including small business participation from a California OSDS Certified SB. DPR encourages a minimum of twenty-five percent (25%) of the project services to be contracted to a California OSDS Certified SB that performs a commercially useful function.

This goal can be achieved by a combined effort of the prime and/or any subcontractors, that includes:

- If the Bidder is a Certified OSDS SB, as defined in Section V Definitions and Terms, the Participation Summary (see Attachments) must be completed and submitted with the proposal.
- If the Bidder has identified subcontractors to be utilized to meet this goal, the Participation Summary (see Attachments) must be completed and submitted with the proposal.

Please contact the Department of General Services, Office of Small Business and DVBE Services to locate potential SB firms at http://www.pd.dgs.ca.gov/smbus/default.htm.

Disabled Veteran Business Enterprise Participation (DVBE)

DPR encourages a minimum of three percent (3%) of the project services to be contracted to a California OSDS Certified DVBE that performs a commercially useful function.

This goal can be achieved by a combined effort of the prime and/or any subcontractors, that includes:

- If the Bidder is a Certified OSDS DVBE, as defined in Section V, Definitions and Terms, the Participation Summary (see Attachments) must be completed and submitted with the proposal.
- If the Bidder has identified subcontractors to be utilized to meet this goal, the Participation Summary (see Attachments) must be completed and submitted with the proposal.

SECTION IV EVALUATION AND SELECTION

Introduction

DPR will perform a Pre-Qualification Evaluation process to ensure that the Bidder has included all required documentation in the Bid submittal.

If a bid package does not meet all of the requirements set forth in this IFB, it will be considered non-responsive and rejected from further competition.

Those Bidder's submittals that pass this review will be allowed to participate in the public bid opening.

Grounds for Rejection

All bids may be rejected whenever the determination is made that the bids received are not really competitive, when the cost is not reasonable, or when the cost exceeds the amount expected.

Additionally, a bid may be rejected if:

- It is received after the due date and time for submittal
- The bid submittal is unsigned
- The bid cost is not prepared as required by the IFB
- The Bidder has been prohibited from contracting with the State by the Department of Fair Employment and Housing
- The Bidder has received a substantive negative contract performance from the State
- Any items required by the IFB are not included with the submittal

No bid may be rejected arbitrarily or without reasonable cause.

Bid Opening

The qualified bids will be opened publicly at the time set in Section I, Schedule.

Microsoft Teams meeting

Join:

https://teams.microsoft.com/meet/212177330801696?p=By4mp1AD8be2kXP5WI

Meeting ID: 212 177 330 801 696

Passcode: MS67GX2Z

Need help? | System reference

Dial in by phone

+1 916-306-5633,,843458690# United States, Sacramento

Find a local number

Phone conference ID: 843 458 690#

Join on a video conferencing device

Tenant key: cdpr@m.webex.com

Video ID: 111 294 883 1

More info

For organizers: Meeting options | Reset dial-in PIN

Award of Agreement

Award of this Agreement will be to the lowest cost responsive responsible Bidder meeting all of the IFB requirements.

If the SB Preference is claimed by any Bidder, it will be equal to five percent (5%) of the lowest responsive bid of a non-certified small business Bidder.

Certified SB bids equal to or less than a non-certified bid will be awarded to the certified business.

In the event of a tie, DPR shall utilize a tie breaker to determine the winning Bidder.

DPR reserves the right to not award an Agreement.

Rejection of Award

If the Bidder fails to enter into a satisfactory Agreement within a reasonable timeframe after the award is made, DPR may deem that the Bidder has rejected the award.

DPR reserves the right to disqualify the awardee and award the Agreement to the next lowest responsive responsible Bidder.

DPR will notify the rejected lowest responsive Bidder, at least five (5) days prior to the award being made, of the decision not to award the agreement.

Bidder Notifications

DPR will notify all Bidders of the outcome of their bid submittals, prior to the award of the contract.

Notice of Intent to Award

DPR will post a notice of intent to award the agreement resulting from this IFB, upon written request of any Bidder.

The request must be submitted to DPR contact contained in Section I, Overview.

Protest of Award

A Bidder may protest the proposed award by filing an official protest with the Department of General Services. The protest must be filed within the five (5) day period of the notice of intent to award timeframe.

Within five (5) days of the initial protest filing, the Bidder must submit a detailed written statement with information that supports that the Bidder would have been awarded the contract and the grounds for that position.

The Agreement will not be awarded until a decision has been made on the filed protest.

The protest documents should be sent via registered mail to the following parties:

Department of General Services
Office of Legal Services
Attn: Bid Protest Coordinator
707 Third Street, 7th Floor, Suite 7-330
West Sacramento, CA 95605
Email: OLSProtests@dgs.ca.gov

Department of Pesticide Regulation
Attn: Contracts Unit
1001 I Street, MS-4A
Sacramento, CA 95814
Fax 916.445.6845
Email ContractsUnit@cdpr.ca.gov

SECTION V DESCRIPTION OF WORK

Introduction

The Mission of DPR is “To protect human health and the environment by regulating pesticides sales and use, and by fostering reduced-risk pest management.” Goal 2 of the Department’s Strategic Plan is to “Assure that people, especially workers and sensitive populations, are protected from unacceptable pesticide risks.” Section 105200 of the Health and Safety Code requires “Any physician and surgeon who knows, or has reasonable cause to believe, that a patient is suffering from pesticide poisoning or any disease or condition caused by a pesticide shall promptly report that fact to the local health officer by telephone within 24 hours and by a copy of the report required pursuant to subdivision (a) of Section 6409 of the Labor Code within seven days, except that the information which is available to the physician and surgeon is all that is required to be reported as long as reasonable efforts are made to obtain the information.” The Medical Consultant contributions are instrumental in fulfilling the Department’s Mission and achieving objectives in DPR’s Strategic Plan. The information gathered by the Medical Consultant is an essential part of DPR’s Pesticide Illness Surveillance Program (PISP). From the information gathered and submitted, the PISP generates reports and maintains a database of pesticide-related illnesses and symptoms. The data is used by several programs in DPR to determine the potential for exposure to pesticides and the need to develop regulations to mitigate those potentials. In addition, the information is used by the Human Health Assessment Program for use in DPR risk characterization documents. The development of risk assessments is mandated by the Birth Defects Prevention Act and the Safe Drinking Water Act.

Work to be Performed

The Contractor will provide a Medical Consultant to assist DPR in fulfilling its responsibilities with respect to protecting the health of California residents from the harmful effects of pesticide exposure. The Medical Consultant shall be a subject matter expert on pesticide exposure and practices, or an alternate representative designed by the Contractor in writing and approved by the DPR Contract Manager prior to services being rendered.

The minimum qualifications of the consultant shall be:

1) Education:

Possession of the legal requirements for the practice of medicine in California as determined by the California Board of Medical Quality Assurance as a duly licensed physician in good standing. A copy of this document shall be submitted to the Contract Manager prior to delivery of services under this Agreement.

2) Knowledge:

Be a subject matter expert on pesticides and the effects of pesticide exposure and have knowledge of modern principles and practices of general medicine and skill in their application, including preventive medicine and epidemiology; current scientific literature in the field of pharmacology/toxicology; general principles of pharmacology/toxicology; methods of collecting, tabulating, and analyzing data; methodology and procedures for evaluation of findings. Knowledge of field worker exposure, pesticide illness investigations, physician reporting requirements, and the recognition and management of pesticide related illnesses and injuries. Working knowledge of pesticide laws and regulations, and pesticide application equipment.

3) Ability:

Ability to interpret and evaluate research findings; conduct scientific literature review and assessment; write articles and prepare materials and reports for publication; exercise creative thinking in development of original approaches to achieve the protection of workers and the public; establish and maintain effective relationships with other healthcare disciplines; conduct medical evaluations of patients and prepare reports; provide medical consultation to healthcare providers on pesticide-related illnesses and injuries; make public presentations and address interested groups on controversial issues; analyze situations accurately and take effective action.

4) Bilingual:
Ability to speak Spanish fluently to communicate directly with Spanish speaking field workers and physicians.

Contractor's Responsibilities

Tasks

Under the guidance and direction of the Contract Manager, as identified in paragraph 3. A. of this Exhibit, the Contractor's responsibilities are listed below.

1) For telephone availability and on-site medical consultation:

a. Consult with physicians treating patients with an illness that may be derived from pesticide exposure and recommend clinical tests and treatment modalities as appropriate.

b. Respond to inquiries from the public and healthcare providers regarding pesticide-related illnesses and injuries and other health related pesticide issues.

c. Evaluate medical records submitted in connection with the investigation of pesticide exposure events.

d. Contribute expertise to the analysis of collected reports of illnesses following pesticide exposure.

e. Assist in the development and presentation of pesticide-related training for community outreach workers, such as, but not limited to Promotoras. Promotoras are generally volunteers from local communities who have taken on the responsibility of raising awareness of health and education issues and acting as natural helpers and liaisons to their neighbors and neighborhoods. They are charged with promoting good health among farm workers and their families and providing farm workers with educational materials to help reduce exposure to pesticides in home settings.

f. Compile and publish department reports on health effects of pesticides at the request of WHS Branch Chief or DPR executive officers. The Medical Consultant is frequently a lead author on these reports for the department. These reports are posted on DPR's website and frequently published in peer reviewed literature.

g. Review complex medical and environmental reports of pesticide illness and injury and provide reports to the Contract Manager.

h. When the Contractor is requested to write a report, the timeline will be determined and agreed upon at that time. Once the report is submitted, the Contract Manager will review and determine if it will require Branch peer review.

i. Make recommendations regarding pesticide issues that impact regulations regarding human health and pesticide worker safety.

j. Consult with State and Federal health professionals regarding pesticide illness and injury issues.

k. Develop and assist in performing department research projects regarding human health effects related to pesticide exposure.

l. Each month, submit an itemized report of activities performed and hours worked. Inform Contract Manager of any proposed training sessions or presentations scheduled for the next month.

2) For off-site medical consultation as needed:
   a. Provide medical consultation related to state/county enforcement actions.

   b. Participate in investigating pesticide exposure events, including examining victims if needed.

   c. Participate in public meetings to explain the medical perspective on past or potential pesticide exposure.

3) Surveillance Methodology:
   a. Advise on methods of reporting pesticides directly from medical records.

   b. Collaborate with other California public agencies and Health Information Exchange programs in identifying new sources of illness reporting.

Hours of Work
The Contractor shall be available for medical consultation by telephone, cellular phone or email, Monday through Friday from 8:00 am to 5:00 pm, except California State Holidays. In the event the Medical Consultant is not available for medical consultations for an extended amount of time (vacation, medical leave), a designee must be identified, and the designee's telephone number, cellular phone number, or email must be made available to the Contract Manager.

Confidentiality
Health Insurance Portability and Accountability Act (HIPAA) rules require protection of confidential patient information gathered during Pesticide Illness Surveillance Program activities. Contractor will maintain appropriate standards of confidentiality and will safeguard personal health information (PHI) in fulfillment of its responsibilities as shown in Exhibit A of this Contract.

1) Contractor will assure that it, and any person working under its direction, will refrain from disclosing any personal identifying information of any person reported to have been the subject of a pesticide exposure, to any agency or person without obtaining the express permission of the Department Contract Manager.

2) Contractor will take all reasonable steps to protect personal identifying information obtained during its duties under this contract from disclosure. Specifically, Contractor agrees to encrypt personal identifying information on any electronic storage device such as a flash drive, CD, laptop, personal computer, or any other such device.

Training

The Contractor is responsible for completing any department required training as directed by the Human Resources and Information Technology branches.

Control of Work

1. DPR staff have the authority to determine the quality and acceptability of the following:
   - Work to be performed
   - Rate and progress of the work
   - Fulfillment of the services provided by the Contractor
   - Compensation for services provided by the Contractor

   These decisions will be deemed final and enforceable by DPR staff when the Contractor fails to complete orders required by this Agreement.

2. The Contractor will designate a Program Manager who holds the following authority:

   - Act as the Contractor's Representative for work to be provided under this Agreement
   - Act as the Contractor's Representative regarding contractual matters relating to this Agreement

   If during the course of the Agreement, it is deemed necessary to replace the Program Manager, DPR staff approval is required.

SECTION VI DEFINITION AND TERMS

General

Unless the context otherwise requires, wherever in this IFB or addenda, the following abbreviations and terms, or pronouns in place of them, are used, the intent and meaning shall be interpreted as provided in this Section.

Working titles having a masculine gender, such as “draftsman” and “journeyman” and the pronoun “he”, are utilized in these provisions for the sake of brevity, and are intended to refer to persons of either sex.

Abbreviations

ADA	Americans with Disabilities Act
CCR	California Code of Regulations
DVBE	Disabled Veteran Business Enterprise
EPA	Environmental Protection Agency
IFB	Invitation for Bids
GC	Government Code
DPR	Department of Pesticide Regulation
PCC	Public Contract Code
SB	Small Business
SOW	Scope of Work
OSDS	The Department of General Services (DGS), Procurement Division (PD), Office of Small Business and DVBE Services (OSDS)

Agreement

The written agreement covering performance of the work and furnishing of labor, materials, tools, and equipment in providing the work. The Agreement shall include the IFB, Bid, general and specific terms and conditions, and supplemental agreements which may be required to complete the work in a substantial and acceptable manner.

Bid

A potential Contractor’s reply to a solicitation for purchase of goods or services which represents what the Contractor would charge to provide those goods or services.

Bidder

Any business venture that responds to an Invitation to Bid by submitting a bid to the contracting agency. A potential Contractor.

Bidder’s Conference

A meeting with potential bidders before the bid submission date.

Bid Opening

A public meeting, where the costs bid by a Bidder on an advertised project, are opened and a determination is made as to the apparent low bidder.

DPR

The Department of Pesticide Regulation.

DEFINITION AND TERMS CONT.

Consultant	The person or persons, firm, partnership, corporation, or combination thereof, which may enter into this Agreement with DPR to provide work pursuant to this IFB or his or their legal representatives.
Contract	A legally binding agreement between the state & another entity, public or private, for the provision of goods or services.
Contract Manager	A person designated by the responsible state agency or department to manage performance under a contract.
Contractor	A party contracting with the awarding agency. Vendor is often used synonymously with Contractor.
Director	The Director of the Department of Pesticide Regulation, or designees. Any references to Executive Officer shall mean the Director and/or its designated officer.
Disabled Veteran Business Enterprise (DVBE Certified)	A business that meets all of the following criteria: (1) at least 51% of the business is owned by one or more disabled veterans or, in a business whose stock is publicly held, at least 51% or more of the stockholders are disabled veterans (2) the management and control of the business are exercised by one or more disabled veterans; (3) the business is domestically owned and its home office is in the United States; and (4) the business has been certified as a DVBE by the State.
Legal Holidays	Those days designated as State holidays in the Government Code.
Program Manager	Contractor's representative for all work performed under this Agreement.
Responsible Bidder	A bidder who is fully capable of performing the contract.
Responsive Bidder	A bidder whose bid meets the specifications & other requirements contained in the IFB.
Scope of Work	The description of work required of a Contractor by the awarding agency.
Small Business (Certified)	A business that has been certified by the Office of Small Business Certification and Resources, Department of General Services, as a small business as defined in GC 14837 and 2 CCR 1896.
State	The State of California.

State Contract Law	The Public Contract Code and other applicable laws that form and constitute a part of the provisions of this Agreement to the same extent as if set forth herein in full.
SubContractor	A person or entity which contracts with the Contractor to perform all or a portion of the work as specified in the Scope of Work.

ATTACHMENTS

Bid Sheet

Medical Evaluation
26-C0020

ITEM NO.	ESTIMATED QUANTITY	UNIT OF MEASURE	ITEM	UNIT PRICE (In Figures)	TOTAL (In Figures)
1	Multiple	Hourly Rate	Medical Consulting Services onsite/off-site		
2					
3					
4					
5					
6					
7					

8					
9					
10					
11					
12					
13					

(1) THE ABOVE QUANTITIES ARE ESTIMATES ONLY AND ARE GIVEN AS A BASIS FOR COMPARISON OF QUOTES. NO GUARANTEE IS MADE OR IMPLIED AS TO THE EXACT QUANTITY THAT WILL BE NEEDED.

(2) IN CASE OF DISCREPANCY BETWEEN THE UNIT PRICE AND THE TOTAL SET FORTH FOR A UNIT BASIS ITEM, THE UNIT PRICE SHALL PREVAIL
.

TOTAL THIS SHEET	
Estimated Tax	
TOTAL THIS BID	

Acknowledgement/Authorization

The undersigned acknowledges the submittal of this quote constitutes an irrevocable offer for a ninety (90) day period for DPR to award an Agreement. Additional acknowledgement is made of receipt of all competitive documents, including Addenda, relating to this Agreement.

The undersigned acknowledges that the Bidder has read all of the requirements set forth in DPR documents and will comply with said provisions.

The undersigned hereby authorizes and requests any person, firm, agency, or corporation to furnish any information requested by DPR in verification of the recitals comprising this Quote and also hereby authorizes DPR to contact such persons, firms, etc., in order to obtain information regarding the undersigned.

The undersigned acknowledges that there are no potential conflicts of interest, as defined in Public Contract Code (PCC) 10410, 10411, and Government Code (GC) 87100, by the submitting firm and/or any Sub-Contractors listed in the Quote.

The undersigned acknowledges that they are eligible to contract with the state pursuant to PCC §10286 and §10286.1.

I declare under penalty of perjury that the foregoing is true and correct.

Name & Title of Authorized Representative:		Contractor Name:	
Address:		Telephone #:	
City, State Zip:		Email:	
Signature of Authorized Representative:		Date Signed:	

State of California—Department of General Services, Procurement Division
GSPD–05–105 (REV 08/09)

Solicitation Number_____

BIDDER DECLARATION

1. Prime bidder information **(Review attached Bidder Declaration Instructions prior to completion of this form)**:

a. Identify current California certification(s) **(MB, SB, NVSA, DVBE): _____or None ___** (If "None", go to Item #2)

b. Will subcontractors be used for this contract? **Yes ___No ___**(If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

_____

_____

c. If you are a California certified DVBE: (1) Are you a broker or agent? Yes _____No ___
(2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? **Yes ___No ___N/A ___**

2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):

Subcontractor Name, Contact Person, Phone Number & Fax Number	Subcontractor Address & Email Address	CA Certification (MB, SB, NVSA, DVBE or None)	Work performed or goods provided for this contract	Corresponding % of bid price	Good Standing?	51% Rental?

CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information is true and correct.

BIDDER DECLARATION Instructions

All prime bidders (the firm submitting the bid) must complete the Bidder Declaration.

1.a. Identify all current certifications issued by the State of California. If the prime bidder has no California certification(s), check the line labeled "None" and proceed to Item #2. If the prime bidder possesses one or more of the following certifications, enter the applicable certification(s) on the line:
- Microbusiness (MB)
- Small Business (SB)
- Nonprofit Veteran Service Agency (NVSA)
- Disabled Veteran Business Enterprise (DVBE)

1.b. Mark either "Yes" or "No" to identify whether subcontractors will be used for the contract. If the response is "No", proceed to Item #1.c. If "Yes", enter on the line the distinct element of work contained in the contract to be performed or the goods to be provided by the prime bidder. Do not include goods or services to be provided by subcontractors.

Bidders certified as MB, SB, NVSA, and/or DVBE must provide a commercially useful function as defined in Military and Veterans Code Section 999 for DVBEs and Government Code Section 14837(d)(4)(A) for small/ microbusinesses.

Bids must propose that certified bidders provide a commercially useful function for the resulting contract or the bid will be deemed non-responsive and rejected by the State. For questions regarding the solicitation, contact the procurement official identified in the solicitation.

Note: A subcontractor is any person, firm, corporation, or organization contracting to perform part of the prime's contract.

1.c. This item is only to be completed by businesses certified by California as a DVBE.

(1) Declare whether the prime bidder is a broker or agent by marking either "Yes" or "No". The Military and Veterans Code Section 999.2 (b) defines "broker" or "agent" as a certified DVBE contractor or subcontractor that does not have title, possession, control, and risk of loss of materials, supplies, services, or equipment provided to an awarding department, unless one or more of the disabled veteran owners has at least 51-percent ownership of the quantity and value of the materials, supplies, services, and of each piece of equipment provided under the contract.

(2) If bidding rental equipment, mark either "Yes" or "No" to identify if the prime bidder owns at least 51% of the equipment provided (quantity and value). If not bidding rental equipment, mark "N/A" for "not applicable."

2. If no subcontractors are proposed, do not complete the table. Read the certification at the bottom of the form and complete "Page _____ of ____" on the form.

If subcontractors will be used, complete the table listing all subcontractors. If necessary, attach additional pages and complete the "Page _____ of ____ " accordingly.

Column Labels

Subcontractor Name, Contact Person, Phone Number & Fax Number—List each element for all subcontractors.

2. Column Labels *(continued)*

Subcontractor Address & Email Address—Enter the address and if available, an Email address.

CA Certification (MB, SB, NVSA, DVBE or None)—If the subcontractor possesses a current State of California certification(s), verify on this website www.eprocure.pd.dgs.ca.gov).

Work performed or goods provided for this contract—Identify the distinct element of work contained in the contract to be performed or the goods to be provided by each subcontractor. Certified subcontractors must provide a commercially useful function for the contract. (See paragraph 1.b above for code citations regarding the definition of commercially useful function.) If a certified subcontractor is further subcontracting a greater portion of the work or goods provided for the resulting contract than would be expected by normal industry practices, attach a separate sheet of paper explaining the situation.

Corresponding % of bid price—Enter the corresponding percentage of the total bid price for the goods and/or services to be provided by each subcontractor. Do not enter a dollar amount.

Good Standing?—Provide a response for each subcontractor listed. Enter either "Yes" or "No" to indicate that the prime bidder has verified that the subcontractor(s) is in good standing for all of the following:

- Possesses valid license(s) for any license(s) or permits required by the solicitation or by law
- If a corporation, the company is qualified to do business in California and designated by the State of California Secretary of State to be in good standing
- Possesses valid State of California certification(s) if claiming MB, SB, NVSA, and/or DVBE status

51% Rental?—This pertains to the applicability of rental equipment. Based on the following parameters, enter either "N/A" (not applicable), "Yes" or "No" for each subcontractor listed.

Enter "**N/A**" if the:
- Subcontractor is NOT a DVBE (regardless of whether or not rental equipment is provided by the subcontractor) or
- Subcontractor is NOT providing rental equipment (regardless of whether or not subcontractor is a DVBE)

Enter "**Yes**" if the subcontractor is a California certified DVBE providing rental equipment and the subcontractor owns at least 51% of the rental equipment (quantity and value) it will be providing for the contract.

Enter "**No**" if the subcontractor is a California certified DVBE providing rental equipment but the subcontractor does NOT own at least 51% of the rental equipment (quantity and value) it will be providing.

Read the certification at the bottom of the page and complete the "Page _____of _____" accordingly.

Contractor Status Form

Contractor's Name_____ **County**_____

Address_____ **Phone No.** _____

_____ **Fax No.** _____

Federal Employer Identification No. _____

STATUS OF CONTRACTOR PROPOSING TO DO BUSINESS:

☐ Individual ☐ Limited Partnership ☐ General Partnership ☐ Corporation ☐Other

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INDIVIDUAL:

If a sole proprietorship, state the true name of sole proprietor: _____

PARTNERSHIP:

If a partnership, list each partner, including limited partners, stating their true name and their interest in the partnership:

_____ _____

_____ _____

CORPORATION:

If a corporation, place and date of Incorporation: _____

Date corporation was authorized by Secretary of State: _____

President: _____ **Vice-President:** _____

Secretary: _____ **Treasurer:** _____

Other Officers: _____

OTHER: (Explain)

_____

—

SMALL BUSINESS PREFERENCE

Are you claiming the small business preference? ☐ **YES – Attach OSDS certification for SBs** ☐ **NO**

Date you filed for small business preference: _____ **Your small business ID No.** _____

NOTE: THIS FORM MUST BE COMPLETED OR YOUR BID MAY BE REJECTED

Client References

List at least three (3) client references that can attest to the Proposer's qualifications to fulfill the requirements of the Scope of Work. List the most recent first. Client references must also be provided for any subcontractors identified in the Proposer's response. Duplicate and attach additional pages as necessary. If three references cannot be provided, please explain why on an attached sheet of paper.

PROPOSER / SUBCONTRACTOR'S NAME:

_____

REFERENCE 1

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
E-Mail Address			
Dates of Service		Cost of Service	
Brief Description of Service Provided			

REFERENCE 2

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Cost of Service	
E-Mail Address			
Brief Description of Service Provided			

REFERENCE 3

Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Cost of Service	
E-Mail Address			
Brief Description of Service Provided			

State of California
Department of Pesticide Regulation
Darfur Contracting Act
DPR-049 (Rev. 07/10)
Page 1 of 1

Public Contract Code Sections 10475 -10481 applies to any company that currently or within the previous three years has had business activities or other operations outside of the United States. For such a company to bid on or submit a proposal for a State of California contract, the company must certify that it is either a) not a scrutinized company; or b) a scrutinized company that has been granted permission by the Department of General Services to submit a proposal.

If your company has not, within the previous three years, had any business activities or other operations outside of the United States, you do **not** need to complete this form.

OPTION #1 - CERTIFICATION

If your company, within the previous three years, has had business activities or other operations outside of the United States, in order to be eligible to submit a bid or proposal, please insert your company name and Federal ID Number and complete the certification below.

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that a) the prospective proposer/bidder named below is **not** a scrutinized company per Public Contract Code 10476; and b) I am duly authorized to legally bind the prospective proposer/bidder named below. This certification is made under the laws of the State of California.

Company/Vendor Name (Printed)	*Federal ID Number*
By (Authorized Signature)	
Printed Name and Title of Person Signing	
Date Executed	*Executed in the County and State of*

OPTION #2 – WRITTEN PERMISSION FROM DGS

Pursuant to Public Contract Code section 10477(b), the Director of the Department of General Services may permit a scrutinized company, on a case-by-case basis, to bid on or submit a proposal for a contract with a state agency for goods or services, if it is in the best interests of the state. If you are a scrutinized company that has obtained written permission from the DGS to submit a bid or proposal, complete the information below.

We are a scrutinized company as defined in Public Contract Code section 10476, but we have received written permission from the Department of General Services to submit a bid or proposal pursuant to Public Contract Code section 10477(b). A copy of the written permission from DGS is included with our bid or proposal.

Company/Vendor Name (Printed)	*Federal ID Number*
Initials of Submitter	
Printed Name and Title of Person Initialing	

STATE OF CALIFORNIA
IRAN CONTRACTING ACT VERIFICATION FORM
DGS PD 3 (Rev. 12/19)

DEPARTMENT OF GENERAL SERVICES
PRCUREMENT DIVISION

Public Contract Code sections 2202-2208

Prior to bidding on, submitting a proposal or executing a contract or renewal for a State of California contract for goods or services of $1,000,000 or more, a vendor must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; or b) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d). The DGS list of entities prohibited from contracting with public entities in California per the Iranian Contracting Act, 2010, can be found at:
Department of General Services Procurement Division Iran Contracting Act List
(https://www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/List-of-Ineligible-Businesses#@ViewBag.JumpTo)

To comply with this requirement, please insert your vendor or financial institution name and Federal ID Number (if available) and complete **one** of the options below. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of $250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

OPTION #1 - CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

Vendor Name/Financial Institution (Printed)	*Federal ID Number (or n/a)*
By (Authorized Signature)	**Date**
Printed Name and Title of Person Signing	

OPTION #2 – EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or enters into or renews, a contract for goods and services.

If you have obtained an exemption from the certification requirement under the Iran Contracting Act, please fill out the information below, and attach documentation demonstrating the exemption approval.

Vendor Name/Financial Institution (Printed)	*Federal ID Number (or n/a)*
By (Authorized Signature)	**Date**
Printed Name and Title of Person Signing	

STATE OF CALIFORNIA
CALIFORNIA CIVIL RIGHTS LAWS ATTACHMENT
DGS OLS 04 (Rev. 01/17)

DEPARTMENT OF GENERAL SERVICES
OFFICE OF LEGAL SERVICES

Pursuant to Public Contract Code section 2010, a person that submits a bid or proposal to, or otherwise proposes to enter into or renew a contract with, a state agency with respect to any contract in the amount of $100,000 or above shall certify, under penalty of perjury, at the time the bid or proposal is submitted or the contract is renewed, all of the following:

1. CALIFORNIA CIVIL RIGHTS LAWS: For contracts executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and

2. EMPLOYER DISCRIMINATORY POLICIES: For contracts executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Proposer/Bidder Firm Name (Printed)	Federal ID Number

By (Authorized Signature)

Printed Name and Title of Person Signing

Executed in the County of	Executed in the State of

Date Executed

BID
Completion Checklist

Please use this checklist to assist in the preparation of your Quote package to ensure that all required items are included.

☐	Bid Sheet (Attachment A)
☐	Bidder Declaration (Attachment B)
☐	Contractor Status Form (Attachment C)
☐	Client References (Attachment D)
☐	Darfur Contracting Act (Attachment E)
☐	Iran Contracting Act (Attachment F)
☐	California Civil Rights Laws (Attachment G)
☐	Bid Completion Checklist (Attachment H)
☐	OSDC Verification Letter
☐	Copy of Bidder's business license

The following number of Quote packages must be submitted as the Contractor's response to this RFQ:

☐	One (1) PDF copy viewable by Adobe Acrobat Reader

The following forms are not required at the time of the quote submission but will be required by the successful Contractor during the contract period:

☐	Contractor Certification Clauses (CCC 307)
☐	Payee Data Record

Please note that if any of the items are missing from the Quote package, the package will be considered incomplete and will be disqualified from the process.