



CONFLICT OF INTEREST STATEMENT RFB/RFP/RFQ# 8424

The County of Sacramento Ethics Policy is a set of principles to guide the conduct of every employee/contractor who is involved in evaluating bidder responses to Request for Bids/Proposals/Quote (a.k.a. solicitation) issued by staff. I certify, as a participant in the evaluation of this solicitation, I am in compliance with and will continue to comply with the County of Sacramento, Procurement Code of Ethics and the Evaluation Committee Rules of Conduct. I further certify that I will comply with all conditions or restrictions imposed by the County of Sacramento to manage, reduce or eliminate actual or potential conflicts of interest. This form must be completed and signed by each team members before the evaluation commences.

EMPLOYMENT:

- ☒ I am an employee of Sacramento County;
- ☐ I am a contractor (not a County employee) employed by: n/a; - OR -
Company Name
- ☐ Other (explain): n/a

FINANCIAL INTEREST:

- ☒ I have no financial interests in any of the bidders or sub-contractors associated with this solicitation process; - OR -
- ☐ I am disclosing the following financial interests in vendors/subcontractors associated with this solicitation process:
- ☐ Salary or other payments for goods and/or services to myself or another family member,
 - ☐ Equity or ownership,
 - ☐ Intellectual property rights, and/or
 - ☐ Other financial interests that could affect or be perceived to affect the results of the solicitation process:

Company

n/a

Financial Interest

n/a

- OR -

- ☐ I am disclosing the following non-financial interests (such as personal relationships, etc.):

Company

n/a

Non-Financial Interest

n/a

CERTIFICATION:

I certify that the above information is true and accurate to the best of my knowledge:

Printed Name: Anita Peden Signature: Anita Peden Date: 6/11/17

Job Title: Chief of Admin Svcs Agency/Department: SSD/Fiscal



Evaluation Committee Rules of Conduct

These rules of conduct were established to protect the Evaluation Committee (EC) member and the respondent, to avoid any appearance of impropriety, and to avoid any unnecessary delays during the evaluation process:

1. All contact with Offerors must be conducted through the Issuing Officer assigned to the Request for Bid/Proposal/Quote (a.k.a. solicitation). Any questions the EC may have must be submitted, in writing, to Offerors by the Issuing Officer, with written responses required.
2. The Issuing Officer is responsible for scheduling proposal presentations, should presentations be requested by the EC.
3. EC members must not have a personal interest (financial or other personal benefit) with any competing Offeror. Any such interest must be reported immediately to the Issuing Officer before starting the evaluation whereupon that interest will be reviewed as to whether or not it constitutes a Conflict.
4. EC members must have sufficient understanding of the evaluation process and the rules associated with the evaluation process to support the EC's recommendation.
5. Each EC member must sign a Conflict of Interest Statement before the evaluation begins certifying that participation, as a member of the EC, represents no conflict of interest. Failure to sign a Conflict of Interest Statement will disqualify the evaluator from participating in the evaluation process.
6. EC members are directed to perform as fair an evaluation of all proposals as possible, setting aside any bias. Knowledge of, and/or past or current association with, particular firms and/or individuals must not influence the evaluation. Members are required to be particularly objective and guard against any tendency to favor a particular firm or individual. Use of reference checks is allowable as part of the evaluation process.
7. During the evaluation process, the EC members shall maintain confidentiality. No EC member shall transmit, communicate, or otherwise convey preliminary conclusions or results of what was proposed by the offerors, or that a given proposal was selected. All internal workings of the EC shall be kept confidential until the EC has completed its work and its recommendation, and the Issuing Officer (or designee) or the Board of Supervisors has approved the recommended proposal and subsequent contract.
8. Unless consensus scoring methodology is used, each EC member will complete an individual evaluation of each proposal. The individual evaluations will be submitted to an Issuing Officer where they will be preliminarily summarized and totaled, then presented to and finalized by the EC as a whole.
9. If the evaluation results in an unacceptable conclusion due to a failure to correctly follow the evaluation process, any EC member may, at their option, make their findings known to the EC. If consensus cannot be reached, the Department Head (or designee) shall make a ruling. The Issuing Officer shall keep a record of the evaluation process in the event of any such ruling.
10. After the selection is made, refer all inquiries regarding the evaluation process to the Issuing Officer.

Signature: _____

A handwritten signature in cursive script, appearing to read "Anna Pedersen", written over a horizontal line.

Date: _____

6/1/17

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Signature: 

Date: 4/20/17



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Company

Financial Interest

- OR -

- ☐ I am disclosing the following non-financial interests (such as personal relationships, etc.):

Company

Non-Financial Interest

CERTIFICATION:

I certify that the above information is true and accurate to the best of my knowledge:

Printed Name: NIKKOL CAVE Signature: Nikkol Cave Date: 4/20/17

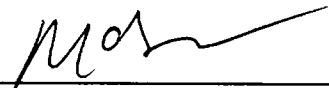
Job Title: SRLOI Agency/Department: SSD (M)



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Date: 20 Apr 17



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Company

Financial Interest

- OR -

- ☐ I am disclosing the following non-financial interests (such as personal relationships, etc.):

Company

Non-Financial Interest

CERTIFICATION:

I certify that the above information is true and accurate to the best of my knowledge:

Printed Name: Mia Lorenz Signature: [Signature] Date: _____

Job Title: Sr Admin Analyst Agency/Department: SSD - Fiscal



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Financial Interest

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Company

Non-Financial Interest

CERTIFICATION:

I certify that the above information is true and accurate to the best of my knowledge:

Printed Name: Kirsten Ireton Signature: Kirsten Ireton Date: 4/6/17

Job Title: IWF Supervisor - RCCC Agency/Department: Sheriff's Department



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Signature: Karen Sutton

Date: 4/6/17



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Financial Interest

- OR -

- ☐ I am disclosing the following non-financial interests (such as personal relationships, etc.):

Company

Non-Financial Interest

CERTIFICATION:

I certify that the above information is true and accurate to the best of my knowledge:

Printed Name: KEVIN FIEL Signature: [Signature] Date: 4/20/17
Job Title: SERGEANT Agency/Department: SSD/MAIN JAIL

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Signature: Gov. Fair #51

Date: 4/20/17



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Financial Interest

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Company

Non-Financial Interest

CERTIFICATION:

I certify that the above information is true and accurate to the best of my knowledge:

Printed Name: JAMES HATFIELD Signature: [Signature] Date: 4-19-17

Job Title: OPERATIONS SERGEANT Agency/Department: SAC. COUNTY SHERIFF

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Signature:  #18

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