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**CITY OF FISHERS**  
**REQUEST FOR PROPOSALS AND QUALIFICATIONS TO DEVELOP A CONCEPT**  
**FOR A RESIDENT IDENTITY AND ACCESS MANAGEMENT SOLUTION**

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**Issued:**                   **June 13, 2024**

**Responses Due:**       **July 12, 2024**

**City Contact:**         **Jennifer Roam**  
                              **roamj@fishers.in.us**  
                              **1 Municipal Drive**  
                              **Fishers, IN 46038**

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**I. INTRODUCTION.** Pursuant to Ind. Code § 5-22-9 *et. seq.*, the City of Fishers, Hamilton County, Indiana (“City”) seeks to retain a technology firm to develop a detailed concept for a Resident Identity and Access Management (“RIAM”) platform that connects the City and its residents. Offerors responding to this Request For Proposals & Qualifications (“RFPQ”) should describe the steps, strategies, and technologies necessary to create a RIAM that is intuitive, branded, and user-friendly (the “Solution”) while describing how the Offeror will otherwise satisfy the requirements of this RFPQ.

**II. CITY BACKGROUND.** The City is a thriving small city of 100,000 residents located immediately northwest of Indianapolis, Indiana. The City is a marque community for high-tech entrepreneurialism, targeted capital investment, pedestrian-friendly living and the life-sciences industry. While retaining its family-focused, Mid-Western characteristics, the City has become synonymous with opportunity, exceptional services and abundant amenities, including, among others, more than 600 acres of public recreational area, the Nickel Plate Amphitheater, and the soon to be completed Fishers Community Center and Fishers Event Center. The City has been named *Money Magazine’s* Best Place to live and has repeatedly been included in the magazine’s national list.

**III. PROJECT OVERVIEW.** The Solution will be implemented to support multiple systems and applications. The Solution will initially need to support one hundred thousand 100,000 current City application users and up to five hundred thousand 500,000 potential application users. Additionally, the City seeks a downloadable mobile application that utilizes the Solution and serves as a viable single point of navigation to access applications served by the Solution.

**A. Solution Objectives:**

1. Maintain increased security and ensure compliance with applicable laws/regulations and policies.
2. Ensure “sign on once” functionality, meaning users go to one place, sign-in one-time, and then can seamlessly navigate between systems.
3. Ensure each user requires one account and one password for all of the systems that can be easily maintained (set, reset, etc.) while receiving notification of expiring passwords.
4. To provision the application databases and keep them synchronized.
5. Provide a single point of navigation to access applications served by the Solution via browser and downloadable mobile application.
6. Access to data for ad hoc reporting in order to make analytical decisions.

**B. Requirements of Solution:** The concept for the Solution must:

1. be available in the cloud.
2. support identity and access management for multiple City designated applications via an open API method.

3. support single sign on for multiple City designated applications via an open API method.
4. support multi-factor authentication.
5. provide centralized reporting and audit ability for single sign on.
6. Allow role and group-based access that is supported and customizable by the application.
7. support separation of duties between administrators and be customizable by agency and by application.
8. be accessible to the visually impaired according to state and federal laws including end user use and administration.
9. provide periodic account archiving.
10. provide provision for directing archive to a City designated location.
11. support bulk deletion/inactivation of IDs from specific applications.
12. All for customizable interface for user sign-on
13. create users, modify/enable/disable users, modify groups etc.
14. perform the above tasks and in addition perform the following:
  - a. Mass delete users via csv
  - b. Download csv of all accounts
  - c. Download csv of all managers
  - d. Reporting on user activity
  - e. Customizable reporting
15. Provide a user interface that is available via desktop and mobile devices (i.e. downloaded application and mobile optimization).
16. Be available via the iOS app store and GooglePlay store.
17. act as a single point of navigation to access applications served by the Solution.
18. provide the following:
  - a. Customizable home screen app icon
  - b. Customizable user interface (UI/UX).
  - c. Allow for City of Fishers branding throughout the application.
  - d. Allow for push notifications.
  - e. Allow for directed communication based on:
    - i. Location
    - ii. Interests
    - iii. Other areas to be defined

**IV. SCOPE OF WORK.** The winning Offeror shall be required to complete a scope of work that includes development of a concept for a Solution pursuant to the following:

**A. Solution Development:**

1. Stakeholder Engagement: Collaborating with City officials and other stakeholders to gather insights, feedback, and requirements.
2. Strategic Recommendations: Formulating a strategic plan that outlines specific actions, timelines, milestones, and resources required to achieve the project objectives.

3. Roadmap Presentation: Delivering a comprehensive report and presentation that describes the roadmap for Solution development in a clear, concise, and actionable manner.

**B. Ancillary & Ongoing Services:** In addition to developing the Solution, the winning Offeror will be required to complete in full the following:

1. Training. The Contractor shall be responsible for training six (6) City employees on the use and support of the proposed Solution.
2. Ongoing Maintenance. The Contractor shall be responsible for performing maintenance of the proposed solution.
3. User & Technical Support. The Contractor shall provide ongoing user and technical support for the proposed Solution after it goes live. At minimum, this must include 24/7 emergency support.

**C. Hosting Requirements for Solution:**

1. Offerors shall propose a cloud hosted Solution. Offerors proposing a Software as a Service (SaaS) System will be considered under the cloud hosted model.
2. All servers and data associated with the must reside in the continental United States.
3. The City prefers the proposed Solution be hosted on a private cloud or a virtual private cloud. For the purposes of this RFPQ, a private cloud is either a single-tenant environment where the hardware, storage, and network are dedicated to the City; or a virtual private cloud, a multi-tenant environment with network isolation and private subnets. Offerors may propose other types of cloud in their proposal, but preferential scoring will be given for private or virtual private cloud.
4. Contractor shall perform all work on the proposed Solution from within the continental United States of America. The Solution must not be accessed from outside of the U.S.
5. The winning Offeror shall be responsible for the acquisition and operation of all hardware, software, and network support related to the hosting services being provided.
6. The winning Offeror shall develop and implement the Solution and all dependent hosted hardware in such a manner that allows for direct network communications with the winning Offeror's Solution and the exchange of data via approved industry standard protocols for interfacing with other City systems as deemed necessary.
7. The winning Offeror shall provision all environments including, at minimum, the following:
  - i. development
  - ii. testing
  - iii. production

8. The winning Offeror shall keep all hosting related software current and up to date, including the following:
  - i. notifying the City of all software and security upgrades within three (3) business days of upgrade availability. The Contractor shall provide all software and security upgrades at no additional cost to the City.
  - ii. Providing the City's designee with a proposed implementation plan for approval with implementation timelines for all software and security upgrades within seven (7) business days of upgrade availability.

**D. Performance Standards:** Any contract awarded pursuant to this RFPQ will include negotiated performance standards governing the deliverables, performance measures or outcomes. Any such performance standards will continue throughout the aggregate term of the contract, and failure to meet the performance standards will be considered a default subjecting the contract to termination and the winning offeror to damages.

**NOTE: This RFPQ is to retain a technology provider who will work with the City to develop a concept for the Solution. Offerors are not expected to respond with Solutions. Rather, the City plans to work collaboratively with the winning Offeror to develop a concept for the Solution that satisfies the foregoing requirements.**

**V. OFFEROR'S MINIMUM QUALIFICATIONS.** Offerors shall have experience providing Identity & Access Management Solution for at least three (3) projects of similar size and scope as described in this RFPQ. Offerors solutions (the "Offeror Solutions"). The Offeror Solutions must be currently in use and implemented in the last five (5) years by at least three (3) public entities for a project of similar size and scope as described in this RFP.

**VI. PAYMENT.** The City's budget for completion of concept development; meaning, development of the concept for the Solution pursuant to this RFPQ and completing the scope of work (all work described and required herein, the "Project"), is depending on the offers received in response to this RFPQ. Offerors shall complete the chart included as **Exhibit E** concerning the price offered to develop the concept. All payments will be in arrears for work performed.

**VII. PROCUREMENT PROCESS.** Pursuant to Ind. Code § 5-22-9 *et. seq.*, the City hereby solicits proposals from Offerors to complete the Project.

**A. Review RFPQ Responses.** The City will (1) review responses to this RFPQ based on the factors and weight provided to each factor included in Section X(B); (2) determine which Offerors, if any, will be offered interviews before a City committee responsible for evaluating responses to this RFPQ; (3) interview selected Offerors; and (4) at a public meeting, select Offerors to enter into a professional services agreements (each, a "PSA") for completion of Project.

**B. Offeror Selected for Professional Services Agreement.** The winning Offeror will enter into a PSA with the City that includes the terms set forth in Section X, together with other terms to which the City and the winning Offeror mutually agree.

**VIII. ANTICIPATED PROCUREMENT SCHEDULE.**

RFPQ Issued	June 13, 2024
Deadline for Questions regarding the RFPQ	June 24, 2024
Addenda (responses to questions) issued by City	July 1, 2024
<b><i>RFPQ Responses Due</i></b>	<b>July 12, 2024, at 4:00 p.m.</b>
Interviews	July 15 - 16, 2024
City Board Meeting and Proposed Offerors considered, and winning Offeror approved	July 23, 2024
Contract with winning Offeror finalized	July 31, 2024

This schedule is for illustration purposes only and should not be construed as binding, except that all **RFPQ Offers shall be submitted by or before July 12, 2024. Offers submitted after July 12, 2024 at 4:00 p.m. EST will not be considered.**

**IX. CITY’S RESERVED RIGHTS.**

The City reserves, at all times in connection with this procurement, all rights available to it under applicable law, including without limitation, without notice and for any reason, the right to the following: (A) terminate this RFPQ in whole or in part, (B) issue a subsequent RFPQ after terminating this RFPQ, (C) reject any RFPQ response, (D) terminate, suspend, or elect not to proceed with awarding the PSA, and/or (E) waive any deficiencies, nonconformities, irregularities, and/or apparent clerical mistakes in a RFPQ response. The issuance of this RFPQ does not commit or bind the City to enter into a PSA. **The cost of responding to this RFPQ shall be borne exclusively by each Offeror, and the City assumes no obligations, or liability to reimburse all or Offeror of the costs incurred by Offerors responding to this RFPQ.**

**X. GENERAL CONTRACT TERMS.** In addition to other standard or negotiated contractual terms, the PSA will include the following:

- A. **Termination.** (1) The City or winning Offeror may terminate without cause upon 90 days’ notice; (2) The City or winning Offeror may terminate for default upon 60 days’ notice; and (3) The City may immediately terminate for gross misconduct.
- B. **Non-discrimination provision.**
- C. **Drug-free workplace provision.**
- D. **E-Verify.** Comply with E-Verify requirements, if applicable.

- E. **Indemnification & Hold Harmless.** Winning Offeror agrees to hold the City harmless and provide indemnification and the insurance included at Exhibit A. The City will not indemnify the winning Offeror.
- F. **Law & Venue.** Application of Indiana law with venue in Hamilton County.
- G. **Requirements of RFPQ.** All requirements included and/or described herein.

**XI. RFPQ REQUIREMENTS.**

**A. RFPQ Submission Deadline.** RFPQ Responses must be received by the City at the address provided in Section XI(B) **no later than July 12th at 4:00 p.m. EST** (the "Submission Deadline"). Only complete RFPQ responses delivered before the Submission Deadline will be accepted by the City. RFPQ responses delivered after the Submission Deadline will be rejected and returned unopened to the Offeror. The City will not accept facsimile or e-mail submission of RFPQ responses.

**B. Delivery of Response.** All Offerors shall submit one (1) original and three (3) complete copies of the original. Additionally, Offerors shall submit one (1) electronic copy on CD or DVD or USB flash drive. The sealed package containing the RFPQ Responses must have the following information written on the outside of the package:

SEALED PROPOSALS – DO NOT OPEN

The City of Fishers  
Attn: Jennifer Roam  
3 Municipal Drive  
Fishers, Indiana 46038  
(Name of Offeror)  
(Name of Offeror Duly Appointed Representative)  
(Mailing Address of Offeror)  
(Telephone Number of Offeror)  
(E-Mail Address of Offeror)

RFPQ responses need not be accompanied by a certified check.

**C. Questions & Requests for Clarification.** Offerors must refrain from communicating with any City official, employee, agent, or representative regarding this RFPQ. All communication requests for information and clarifications shall be made via e-mail correspondence to both of the following : roamj@fishers.in.us and jennifercmesserlaw@gmail.com. No oral requests will be considered. No requests for additional information or clarification to any person other than the e-mail address provided in this section will be considered. **Failure to abide by this section may result in disqualification from the procurement process.**

If Offeror considers any of its questions or request for clarifications to be confidential in nature, it must specifically state the reasons it believes the information to be confidential. The City intends to respond individually to those questions identified by Offeror and deemed by the City, in its sole discretion, as containing confidential information relating to Offeror's response. The City reserves the right to disagree with Offeror's assessment regarding confidentiality to comply with applicable law. If the City disagrees with Offeror's confidential assessment, the City may allow Offeror to withdraw the question, rephrase the question, or have the question answered non-confidentially.

**All questions and requests for clarification must be submitted on or before June 24, 2024 at 4:00 p.m. EST.** Answers to questions deemed appropriate for response by the City, in its sole discretion, will be distributed by publication on **June 20, 2024**. The City may consolidate and rephrase questions as it deems appropriate.

**D. Addenda to the RFPQ.** The City reserves the right to issue written addenda to this RFPQ (each, an "Addendum" or "Addenda") at any time before the Submission Deadline and will post any addenda at <https://fishersin.gov/do-business-here/bids-proposals/>. Any Addenda shall constitute a part of this RFPQ. All RFPQ responses shall be prepared with full consideration of the Addenda issued prior to the Submission Deadline. Each Offeror is solely responsible to ensure that it has received and considered all Addenda issued by the City. Offerors should monitor the City's website for information concerning this procurement.

**E. Modification & Withdrawal of RFPQ Responses.** RFPQ responses may be modified or withdrawn in writing by request to the City Contact, if received prior to the Submission Deadline. Any modification to an RFPQ response received by the City after the Submission Deadline will not be considered by the City. The Offeror may also withdraw its RFPQ in person at any time before the Submission Deadline.

## **XII. FORMAT AND CONTENT OF RFPQ RESPONSE.**

**A. Format of Response.** The RFPQ response shall be bound and typed, single or double sided, on 8 1/2" x 11" paper in English using no less than 11-point font with 1" margins on all sides. The response shall include a table of contents, which identifies the major response sections as outlined herein, and any illustrations, graphics or exhibits included in the response.

Offerors shall submit one (1) original and three (3) complete copies of the original. Additionally, Offerors shall submit one (1) electronic copy on CD, DVD, or USB flash drive in searchable and printable format.

**B. Organization & Content of Response.** Offerors shall organize their RFPQ responses in following order:

1. *Executive Summary:* Summarize your interest in and qualifications for the Project and any of your unique attributes that should be considered.
2. *Entity Information:*
  - Legal name of Offeror, if not an individual
  - Date entity was created, if an entity
  - Location of organization, if any
  - Number of employees, if any
3. *Personnel:* Identify the main point of contact for the project and all key team members working on the Project. Provide contact information for each person (phone number and email address) a detailed resume, qualifications, and references (name, entity name, phone number and email address) for each.
4. *Portfolio:* Include information and depictions of relevant work that help establish you as qualified to complete the Project.
5. *Relevant Experience:* Describe any work for other governmental agencies or political subdivisions or large-scale public displays.
6. *Proposed Timeline for Completing the Project:* Include a detailed timeline setting forth when key milestones are met for development of the Solution.
7. *Compensation:* Provide a detailed explanation of Offeror’s proposed fee structure for completing the Project. Whether offering a flat fee or hourly rate explain how the proposed fee structure relates to completion of milestones for Solution development.

**NOTE:** Any responsive information that Offeror considers confidential and proprietary should be clearly labeled as confidential. Offeror is solely responsible for reviewing the Indiana Access to Public Records Act, Ind. Code 5-14-3 *et. seq.* (the “APRA”) concerning the City’s disclosure obligations. **The City shall not be liable to Offeror for disclosing materials that the City determines, in its sole discretion, are not protected by APRA, including, without limitation, materials marked “Confidential”.**

6. *Legal Requirements.* This section shall include responses to the following documents:
  - **Transmittal Letter.** One fully executed Transmittal Letter, in accordance with the form of Transmittal Letter set out in **Exhibit B** from the Offeror acknowledging that the Offeror has fully reviewed and understands and agrees to be bound by the terms and requirements of this RFPQ and procurement process. The Transmittal Letter must be executed by a duly authorized representative of Offeror.
  - **Non-Collusion Affidavit.** Offeror must certify that it has not participated in collusion or other anticompetitive practices in connection with its RFPQ response or this procurement process by executing and returning with its RFPQ response the Non-Collusion Affidavit provided in **Exhibit C** attached hereto.
  - **No Default, Breach or Bankruptcy.** Offeror must include an affidavit, as provided in **Exhibit D** attached hereto and incorporated herein, of the Offeror’s authorized

representative affirming that the Offeror and/or its affiliates are not: (a) involved in any current or pending litigation or legal disputes with any governmental entity; (b) in arrears to any governmental entity of any debt or contract; (c) a defaulter as surety or other obligation upon any governmental entity; (d) in failure to perform faithfully in any previous contract with a governmental entity in the preceding five (5) years; and (e) have not, in the preceding five (5) years, voluntarily or involuntarily filed for bankruptcy or other similar insolvency proceeding. In the event Offeror cannot affirm representations (a)-(e), it must sufficiently detail the reasons why and provide the City with sufficient detail surrounding the event or proceedings.

**XIII. EVALUATION AND SELECTION.**

**A. Responsiveness/ Minimum Qualification (Pass/ Fail).** In accordance with the Act, the City will evaluate the RFPQ responses to determine whether the response is complete and responsive. Only those timely submitted RFPQ responses that are as complete and responsive will be evaluated by the City.

**B. Content of Proposal (Scored).** The City will complete an evaluation and ranking of the RFPQ Responses based upon the following criteria and other standards for evaluation :

- |   |     |
|---|-----|
| 1. Portfolio of Work:                                   | 30% |
| 2. Experience with developing projects like the Project | 30% |
| 3. Fees and fee structure:                              | 20% |
| 4. Interview:   | 20% |

**XIV. EXHIBITS**

- |           |  |
|-----------|--|
| Exhibit A | Insurance                                  |
| Exhibit B | Transmittal Letter                         |
| Exhibit C | Non-Collusion Affidavit                    |
| Exhibit D | No Default, Breach or Bankruptcy Affidavit |
| Exhibit E | Compensation/Price Chart                   |

**EXHIBIT A**  
**Required Insurance**

Offeror shall obtain and maintain and require any general contractor or subcontractor(s) to obtain and maintain the below listed policies of insurance written by a company reasonably acceptable to the City and for which certificates of insurance shall be provided to the City prior to commencement of any work on the Project. The City shall be named as an additional insured on Offeror's Commercial General Liability policies of insurance.

1.	Workers Compensation insurance coverage in accordance with statutory requirements.
2.	Employers Liability Insurance with limits of not less than \$500,000.00 each accident; \$500,000.00 Disease- each employee; and \$500,000.00 Disease Policy Limit.
3.	Commercial General Liability Insurance on ISO form GC0001 10 01 (or a substitute form providing equivalent coverage) and General Contractor and Subcontractors shall provide the Developer with Certificate of Insurance and Additional Insured Endorsement on ISO form GC2010 11 85 (or a substitute form providing equivalent coverage) and CG2037 10 01 (or substitute forms providing equivalent coverage) naming City as an additional insured thereunder. Additional insured coverage shall apply as primary insurance with respect to any other insurance afforded City per the follows:  \$500,000.00 Each Occurrence (BI & PD Combined Single Limit);  \$2,000,000.00 General Occurrence (subject to per project general aggregate provision); and
4.	Business Automobile Liability Insurance: Written in the amount of not less than \$500,000.00 each accident to include City.

**EXHIBIT B**  
**Transmittal Letter**

**Offeror:** \_\_\_\_\_

**City**

**c/o City of Fishers**

**Attn:** \_\_\_\_\_

**3 Municipal Drive**

**Fishers, Indiana 46038**

The undersigned (“Offeror”) submits this proposal in response to the Request for Proposal and Qualifications dated June 10, 2024, as amended (“RFPQ”), issued by the City of Fishers (“City”) to create and install Project within the Station portion of the City’s Nickel Plate Trail (the “Project”). Offeror represents and warrants that is has read the RFPQ and any addenda issued by the City and agrees to abide by the contents and terms of the RFPQ.

Offeror understands that the City is not bound to negotiate with any Offeror and may reject each response that it receives. Offeror further understands that all costs and expenses incurred by it in preparing this RFPQ Response and participating in the procurement process will be borne solely by Offeror, except as specifically provided in the RFPQ. Offeror understands that any documents, work product, or proprietary information submitted to the City in response to this RFPQ or throughout the procurement process shall become the sole and exclusive property of the City.

Offeror acknowledges and agrees that the City reserves, at all times in connection with this procurement, all rights available to it under the Act and applicable law, including without limitation, with or without cause and with or without notice, the right to the following: (1) terminate this RFPQ in whole or in part at any time prior to the execution of the PSA, (2) issue a subsequent RFPQ after the withdrawal of this RFPQ, (3) reject any and all RFPQ Responses, (4) terminate, suspend, or elect not to proceed in negotiations with Offeror at any time, and (5) waive any deficiencies, nonconformities, irregularities, and/or apparent clerical mistakes in an RFPQ Response. Offeror acknowledges and agrees that the issuance of this RFPQ does not commit or bind the City to enter into a contract or proceed with the procurement process.

Offeror acknowledges and agrees that this RFPQ and all aspects of the procurement process shall be governed by and construed according to the laws of the State of Indiana.

By: \_\_\_\_\_

Date: \_\_\_\_\_

Its: \_\_\_\_\_

CITY OF FISHERS  
RIAM CONCEPT RFPQ

**EXHIBIT C  
NON-COLLUSION AFFIDAVIT**

The undersigned authorized representative of Offeror, being duly sworn on oath, states and affirms that neither Offeror nor any other member, representative or agent of the Offeror has entered into any combination, collusion or agreement with any person or entity relative to the price or other factors offered or in response to the RFPQ or in any way acted to prevent any other Offeror from responding or otherwise submitting a proposal to the RFPQ. Offeror's proposal is made without reference to any other proposal and without any agreement, understanding or combination with any other person in reference to such proposal.

Further, no member of the City or other officers of the City, or any person in the employ of the City is interested in the proposal, or the work to which it relates.

**OATH AND AFFIRMATION**

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FOREGOING FACTS AND INFORMATION ARE TRUE AND CORRECT.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
(Offeror)

\_\_\_\_\_  
(Offeror's Authorized Representative)

\_\_\_\_\_  
(Signature)

**ACKNOWLEDGEMENT**

STATE OF INDIANA            )  
COUNTY OF \_\_\_\_\_ )

Before me, a Notary Public, personally appeared the above-named and swore that the statements contained in this Non-Collusion Affidavit are true and correct.

Subscribed and sworn to me this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Notary Public Signature

**EXHIBIT D  
NO DEFAULT, BREACH OR BANKRUPTCY**

The undersigned authorized representative of Offeror, being duly sworn on oath, states and affirms that Offeror and its affiliates: (a) are not involved in any current or pending litigation or legal disputes with any federal, state, or local governmental entity; (b) are not in arrears to any federal, state, or local governmental entity of any debt or contract; (c) are not a defaulter as surety or other obligation upon any federal, state, or local governmental entity; (d) have not failed to perform faithfully in any previous contract with a federal, state, or local governmental entity in the preceding five (5) years; or (e) have not, in the preceding five (5) years, voluntarily or involuntarily filed for bankruptcy or other similar insolvency proceeding

**OATH AND AFFIRMATION**

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FOREGOING FACTS AND INFORMATION ARE TRUE AND CORRECT.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
(Offeror)

\_\_\_\_\_  
(Offeror's Authorized Representative)

\_\_\_\_\_  
(Signature)

**ACKNOWLEDGEMENT**

STATE OF INDIANA            )  
COUNTY OF \_\_\_\_\_ )

Before me, a Notary Public, personally appeared the above-named and swore that the statements contained in this Non-Collusion Affidavit are true and correct.

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Notary Public Signature

**EXHIBIT E**  
**PRICE/COMPENSATION CHART**

For the services offered, whether offered as a flat fee or percentage, please complete each of the following or indicate that the listed fee does not apply. Please include any additional categories of fees not specifically listed in this chart and offeror's fee for each such category. The city will not include categories of fees that are not included in this response in the contract.

	<b>FEE TYPE</b>	<b>AMOUNT</b>	<b>ANY EXPLANATION</b>
1.	Professional Services (for each Professional Service offered) <ul style="list-style-type: none"> <li>• Consultant fees</li> <li>• Design</li> <li>• Legal</li> <li>• Documentation/Clerical</li> <li>• Any other professional services</li> </ul>		
2.	Staffing		
6.	Travel		
7.	Other		
8.			
9.			

