

**REQUEST FOR PROPOSAL**  
**Rhode Island Life Science Hub**

**Laboratory Incubator Development & Operations**

**RFP Posting Number: RFP-04-2304**

The Rhode Island Life Science Hub (“RILSH”) seeks proposals from firms qualified for developing and operating a laboratory incubator to be located in Providence, Rhode Island.

This document constitutes a Request for Proposal (“RFP”), in a competitive format, from qualified firms. This request is an offer by the RILSH to underwrite, in accordance with the terms and conditions of this RFP, the services proposed by the successful firm(s), by contract.

The Responders (“Proposer(s)” and/or “Candidate(s)”) to this RFP shall provide a proposal, in accordance with the terms and conditions set forth herein, to provide all or part of the services to the RILSH as described in the Scope of Work.

**Project Overview and Background**

RILSH is a quasi-public corporate body and agency created by the Rhode Island General Assembly, pursuant to R.I. Gen. Laws § 23-99-1, et seq., to act as the central entity responsible for coordinating and organizing life science initiatives within Rhode Island. As a quasi-public agency, RILSH will serve as a government and community resource to bolster biotech and life sciences business expansion in, and relocation to, Rhode Island.

The Rhode Island Life Science Hub initiative is tasked to create and support programs that will include, but is not limited to, the development of one or more wet and dry lab incubator spaces in collaboration with industry partners; the creation of a fund that will support wrap-around services to aid in the commercialization of technology and business development, growth of the biosciences talent pipeline, and support for staff to implement the bioscience investments initiative. Wet lab incubator operations should be the primary use and prioritized over dry lab incubator operations for a proposal.

This RFP is seeking proposals for the construction of a shared wet and dry laboratory site to accommodate multiple types of research in order to accommodate a range of needs and for an operator to support network-wide activities to ensure a robust pipeline of scalable businesses and technologies that can advance biotech innovation and small-scale manufacturing, accelerate translational research, conduct early demonstration, and develop commercialization programming. Collaboration with Rhode Island universities is welcome. This shared laboratory space should be located in available space within an existing building; the specific location must be identified as part of the proposal and ideally would be situated in an area where it can best contribute to the state’s growing life science cluster in Providence, Rhode Island and the I-195 Innovation & Design District. Proposers must be qualified to conduct business in Rhode Island by the commencement of the project.

In describing the curation of the space, a Candidate should speak of the amenities, assets, and programming that it will offer to the bioscience entrepreneurs who will utilize the space. It

should also describe the methods the Candidate will use to attract and retain tenants, recruit capital, and market to professionals interested in entering the life sciences field — especially those from underrepresented backgrounds. Responses should also include how and at what cost the Proposer proposes to lease benches and equipment to potential tenants.

### **Main Objectives**

- Provide flexibility and efficiency with clearly organized research lab, teaching lab, core lab support, and office functions to be used by multiple entrepreneurial companies
- Promote collaboration, integration into research, and involvement in outreach
- Attract and retain tenants and professionals interested in entering or bolstering the life sciences field in Rhode Island

### **Scope of Work**

The current operating budget for the RI Life Science Hub is approximately \$45 million, which will include an allocation for this project, divided between an operating budget and separate programmatic budgets, which are tracked separately.

Firms must respond to all elements of the Scope of Work. Candidates will propose their ideas for a transformative concept that supports an overall strategy for catalyzing commercial activity, job growth, research capacity, and innovation in the life science industry. An ideal qualified application will enhance Rhode Island's strengths as a leader in innovation nationwide.

Candidates must provide a one-to-two-page (12pt) Innovation **Partner Project Vision** which includes:

1. A descriptive vision for the intended programmatic concept, including research focus(es), proposed industry & academic tenants, and programs and collaboration opportunities. This should also include a summary description of their business model for how they intend to administer these programs and operations.
2. A location and how they would make best use of the space available to them.
3. A description of the amenities, assets, and programming that it will offer to the bioscience entrepreneurs who will utilize the space. It should also describe the methods the Candidate will use to attract and retain tenants, recruit capital, and market to professionals interested in entering the life sciences field.
4. An explanation of the ways in which the Candidate's application is consistent with and advancing the mission of the Rhode Island Life Science Hub.
5. A narrative description of the Candidate's interest in committing substantial resources to the growth of Rhode Island's innovation economy and the Candidate's understanding of opportunities for industry and academic collaboration to significantly contribute to this goal within key industries.
6. A statement projecting the economic impact of the proposed concept, including the number of companies and/or full-time equivalent jobs created upon initiation of consortium operations, along with a long-term projection for additional companies and/or jobs created over time.

7. Details regarding how and at what cost the Candidate proposes to lease benches and equipment to potential tenants.
8. A description of the Candidate's approach to the management and administration of on-site construction activities for this project, including a site plan or diagram depicting the approach. Address mobilization, construction staging, site access, vehicular circulation, pedestrian circulation, noise, material storage, on-site offices, trash/recycling, security, temporary toilet facilities and utilities and other related factors.

Candidates must also provide an additional one-to-two-page (12pt) Partner's **Statement of Qualifications** which includes:

1. An overview and examples of relevant team capacity and experience necessary to successfully execute the vision of their proposed project, including the team proposed and experience with public-private collaboration and contributions to innovation initiatives.
2. For all proposed personnel, the length of their employment with the Candidate's firm, their responsibilities for this project, their primary office location during the development of this project, past experience on engagements of this scope including resumes, and their role in those past engagements. (*Note that resumes will not be counted toward the page limit*).
3. A proposed management organization chart for this project.
4. A Safety Record and Safety Plan:
  - a. Experience Modification Rate for each of the last five years.
  - b. Lost Time and Recordable Incident Rates for each of the last five years.
  - c. OSHA fines for each of the last five years (including any fines initially imposed, but later rescinded). Including a brief summary and amount of each fine.
  - d. Corporate safety philosophy and approach including description of how the philosophy is implemented from senior management to all building trade workers.]

Proposers shall also provide job titles and rates for any subcontractors included in their response. If the Proposer contemplates any purchases or pass-through charges during the engagement, any mark-up rate above actual cost shall be identified as a separate line item in the budget. The RILSH reserves the right to adjust both the budget and related services.

Candidates must also provide a one-to-two-page (12pt) **Financial Approach and Strength** which includes:

1. An in depth description of the Candidate's process for developing a budget and the specific project controls the Candidate will employ to control costs during construction.
2. A proposed operating budget.
3. A proposed timeline for the completion of the project with a description of the planning, scheduling, phasing, and project monitoring skills and processes the Candidate will employ, including how the project schedule will be monitored and time optimized.

4. A proposed feasibility study for the project.
5. A long term revenue sustainability plan for the project
6. An outline of the financing that Candidates anticipate will be incorporated into their proposal.
7. Details on how the Candidate’s team will help with the decisions that need to be made to keep on budget and any methodology and experience the team has with preconstruction services on a budget.
8. An in depth description of how the Candidate’s team will manage and communicate ongoing regular construction costs and budget status internally and with the owner of the lab space host.
9. A description of intended matching funds to be raised/pledged, the sources of those funds, and their intended use(s).
10. A description of the proposed partner collaboration including educational programming, aligned research and prospective commercial results.

### **Project Timeline**

The successful Proposer will enter into a contract for services with the RILSH. The duration of the initial contract between the RILSH and the successful Proposer is expected to begin upon the date of contract approval. This will be a one-time contract for the development and operations of a laboratory incubator accelerator based on the term of which will be decided following selection of a successful Proposer. If the RILSH is unable to successfully agree on contract terms or conditions for this project with the top scoring Proposer, the RILSH may terminate discussions and enter into discussions with the next top scoring Proposer. RILSH reserves the right to terminate the project or contract during any phase in the project.

### **Criteria for Selection**

Responsive proposals for this RFP will be evaluated by the Selection Committee according to the Evaluation Criteria outlined below. The Proposer with the highest score will be selected as per the RILSH’s purchasing guidelines and will be notified, subject to board review, in [June] of this year.

#### **EVALUATION CRITERIA**

	<b>Points</b>
<b>PROJECT VISION</b>	30
<b>STATEMENT OF QUALIFICATIONS</b>	35
<b>FINANCIAL APPROACH AND STRENGTH</b>	35
Total	100
ISBE* Participation (additional potential points)	6 pts

**NOTE:** Designated RILSH staff or selected advisors will evaluate the written proposals. The RILSH may at any time during the evaluation process seek clarification from Proposers regarding any information contained within their proposal. Final scores for each Candidate will reflect a consensus of the evaluations. Any attempt by a Proposer to contact a member of RILSH

*staff or selected advisors outside the RFP process, in an attempt to gain knowledge or an advantage, may result in disqualification of Proposer.*

*\* “ISBE” means a small business enterprise that is owned and controlled by one or more individuals who are women or minorities as defined by R.I. Gen. Laws § 37-14.1-3 or a small business enterprise that is owned and controlled by one or more individuals with disabilities as defined by R.I. Gen. Laws § 37-2.2-2. To be recognized under the Regulations Governing Participation by Small Business Enterprises in State Purchase of Goods and Services and in Public Works Projects (220-RICR-80-10-2) as an ISBE, the business must be certified as either:*

- a. a Minority Business Enterprise (“MBE”) by the Office of Diversity, Equity and Opportunity;*
- b. a Woman Business Enterprise (“WBE”) by the Office of Diversity, Equity and Opportunity; or*
- c. a Disability Business Enterprise (“DisBE”) by the Governor’s Commission on Disabilities*

## **Interviews and Optional Reference Checks**

Interviews may be conducted to aid in determining the successful Proposer. Information regarding the interviews will be provided to the short-listed firms following the initial review and scoring. Final scoring of the interviews will be separate and not cumulative from the short listing. Interviews may include a twenty-five (25) minute presentation period, immediately followed by a separate twenty-five (25) minute question and answer session. Criteria and point values for interview scoring shall be as follows with specific questions being provided at the time of notification:

1. Project Vision (10 Points)
2. Experience and Qualifications of the Team (20 Points)
3. Financial Approach and Strength (20 Points)

If the selection committee determines the interviewed finalists are too close to score, the committee may request references. Information obtained from references will be used in the committee’s final scoring and will be based on the committee’s understanding of how well each firm can meet the needs of the project and the RILSH. Potential references must include the following:

1. At least one of each of the following: owners, subcontractors, and engineers. These references must relate to projects of a size, scope, and/or complexity comparable to this Project. The references identified must have had direct contact with a team member on a former project.

RILSH and the selection committee reserve the right to check these references and other references associated with past work of the Candidate’s firm.]

1. ISBE Participation Evaluation (see below for scoring)

- a. The Rhode Island Life Science Hub (“RILSH”) encourages MBE/WBE/DisBE participation in this Request. In accordance with Title 37, Chapter 14.1, and Title 37, Chapter 2.2 of the Rhode Island General laws, the RILSH reserves the right to apply additional consideration to MBE/WBE/DisBE up to six (6) additional points in the scoring evaluation as provided below:
- b. Calculation of ISBE Participation Rate
  - i. ISBE Participation Rate for Non-ISBE Vendors. The ISBE participation rate for non ISBE vendors shall be expressed as a percentage and shall be calculated by dividing the amount of non-ISBE vendor’s total contract price that will be subcontracted to ISBEs by the non-ISBE vendor’s total contract price. For example, if the non-ISBE’s total contract price is \$100,000.00 and it subcontracts a total of \$12,000.00 to ISBEs, the non-ISBE’s ISBE participation rate would be 12%.
  - ii. ISBE Participation Rate for ISBE Vendors. The ISBE participation rate for ISBE vendors shall be expressed as a percentage and shall be calculated by dividing the amount of the ISBE vendor’s total contract price that will be subcontracted to ISBEs and the amount that will be self-performed by the ISBE vendor by the ISBE vendor’s total contract price. For example, if the ISBE vendor’s total contract price is \$100,000.00 and it subcontracts a total of \$12,000.00 to ISBEs and will perform a total of \$8,000.00 of the work itself, the ISBE vendor’s ISBE participation rate would be 20%.
- c. Points for ISBE Participation Rate:
  - i. The vendor with the highest ISBE participation rate shall receive the maximum ISBE participation points. All other vendors shall receive ISBE participation points by applying the following formula:

(Vendor’s ISBE participation rate ÷ Highest ISBE participation rate X Maximum ISBE participation points)

For example, assuming the weight given by the RFP to ISBE participation is 6 points, if Vendor A has the highest ISBE participation rate at 20% and Vendor B’s ISBE participation rate is 12%, Vendor A will receive the maximum 6 points and Vendor B will receive (12% ÷ 20%) x 6 which equals 3.6 points.

**See Appendix A for information and the MBE, WBE, and/or Disability Business Enterprise Participation Plan form(s).** Proposers are required to complete, sign and submit these forms with their overall proposal in a sealed envelope. Please complete separate forms for each MBE, WBE and/or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation

## Instructions and Notifications to Proposers

1. Potential Proposers are advised to review all sections of this RFP carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
2. Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals that depart from or materially alter the terms, requirements, or scope of work defined by this RFP will be rejected as being non-responsive.
3. All costs associated with developing or submitting a proposal in response to this RFP, or to provide oral or written clarification of its content, shall be borne by the Proposer. The RILSH assumes no responsibility for such costs.
4. Proposals are irrevocable for a period of not less than 120 days following the date set for submission of proposals.
5. All pricing submitted will be considered to be firm and fixed.
6. Proposals that are submitted late, misdirected, or sent to the wrong email address will not be accepted.
7. All proposals should identify the proposed team of professionals, including those employed by subcontractors, if any, along with respective areas of expertise and relevant credentials. Proposer should also provide a delineation of the portion of the scope of work for which each of these professionals will be responsible.
8. All proposals should include the Proposer's FEIN or Social Security number as evidenced by a W9, downloadable from <https://www.irs.gov/pub/irs-pdf/fw9.pdf>.
9. All proposals should include a completed RFP Response Certification Cover Form, included in this document and available here: [RILSH RFP RESPONSE CERTIFICATION COVER FORM.pdf](#)
10. The purchase of services under an award made pursuant to this RFP will be contingent on the availability of funds and made at the discretion of the RILSH.
11. Awarding this RFP is based on the Evaluation Criteria set forth in this RFP. Vendors are advised, however, that all materials and ideas submitted as part of this proposal and during the performance of any award shall be the property of and owned by the RILSH, which may use any such materials and ideas. If a response to this RFP contains any information that is considered a trade secret, Candidates must mark each trade secret with the following legend: "This data constitutes a trade secret and shall not be disclosed."

12. Interested parties are instructed to peruse the Rhode Island State Division of Purchases' website ([www.ridop.ri.gov](http://www.ridop.ri.gov)) on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP. Addenda will be posted to the Rhode Island State Division of Purchases' website at [www.ridop.ri.gov](http://www.ridop.ri.gov).
13. Equal Employment Opportunity (R.I. Gen. Laws § 28-5.1-1, et seq.) – § 28- 5.1-1 Declaration of policy – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies to all areas where State dollars are spent, in employment, public services, grants and financial assistance, and in state licensing and regulation.
14. In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no corporation organized under the laws of another state or country shall have the right to transact business in Rhode Island until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful Proposer.
15. The Proposer should be aware of the State's Minority Business Enterprise (MBE) requirements, which address the State's goal of fifteen percent (15%) participation by MBE's in all procurements, including a minimum of 7.5% participation by minority business enterprises owned and controlled by a minority owner, as defined in Section 37-14.1-3, and a minimum of 7.5% participation by minority business enterprises owned and controlled by a woman. For further information, visit the website <https://dedi.ri.gov/>.
16. The RILSH reserves the right to award more than one Proposal.

### **Proposal Requirements**

In order to be considered responsive, proposals must at a minimum contain the following:

#### Technical Proposal Elements

1. Description of the proposed approach and work plan, including a timeline of major tasks and milestones. Activities and timelines should be specific, measurable, achievable, realistic, and time-oriented.
2. Appointed primary point of contact for communication with the Rhode Island Life Science Hub.
3. Qualifications of the Proposer to provide the requested services including capability, capacity, similarly complex projects and related experience and client references. Certification of availability of individuals in proposal.



4. A listing of the staff to be assigned to this engagement and their respective qualifications, past experience on engagements of this scope including resumes, and their role in those past engagements.
5. A description of the outcome monitoring and evaluation plan including a list of tools to track process, output and outcome measures for each component of the application.

## **Proposal Submission**

Responses to this RFP must be received as follows:

One (1) electronic (PDF) version must be provided by email to [RILSHRFP@gmail.com](mailto:RILSHRFP@gmail.com) by **11:59 pm on Wednesday, May 15, 2024**. Submissions that are late, misdirected or sent to the wrong email address will not be accepted.

**Note: To ensure transparency, no phone calls pertaining to this RFP will be accepted.**

Questions, interpretations, or clarifications concerning this RFP should be directed by e-mail to [RILSHRFP@gmail.com](mailto:RILSHRFP@gmail.com) no later than 11:59 pm on Monday, April 29, 2024. Responses to questions, interpretations, or clarifications concerning this RFP will be posted online via addendum at [www.ridop.ri.gov](http://www.ridop.ri.gov) on Thursday, May 2, 2024. to ensure equal awareness of important facts and details.

*The Rhode Island Life Science Hub reserves the right to terminate this solicitation prior to entering into any agreement with any qualified firm pursuant to this Request for Proposal, and by responding hereto, no firms are vested with any rights in any way whatsoever.*

*Rhode Island Life Science Hub reserves the right to reject any or all proposals for not complying with the terms of this RFP.*

## APPENDIX A

### **PROPOSER ISBE RESPONSIBILITIES AND MBE, WBE, AND/OR DISABILITY BUSINESS ENTERPRISE PARTICIPATION FORM**

#### **A. Proposer's ISBE Responsibilities (from 150-RICR-90-10-1.7.E)**

1. Proposal of ISBE Participation Rate. Unless otherwise indicated in the RFP, a Proposer must submit its proposed ISBE Participation Rate in a sealed envelope or via sealed electronic submission at the time it submits its proposed total contract price. The Proposer shall be responsible for completing and submitting all standard forms adopted pursuant to 105-RICR-90-10-1.9 and submitting all substantiating documentation as reasonably requested by either the Using Agency's MBE/WBE Coordinator, Division, ODEO, or Governor's Commission on Disabilities including but not limited to the names and contact information of all proposed subcontractors and the dollar amounts that correspond with each proposed subcontract.
2. Failure to Submit ISBE Participation Rate. Any Proposer that fails to submit a proposed ISBE Participation Rate or any requested substantiating documentation in a timely manner shall receive zero (0) ISBE participation points.
3. Execution of Proposed ISBE Participation Rate. Proposers shall be evaluated and scored based on the amounts and rates submitted in their proposals. If awarded the contract, Proposers shall be required to achieve their proposed ISBE Participation Rates. During the life of the contract, the Proposer shall be responsible for submitting all substantiating documentation as reasonably requested by the Using Agency's MBE/WBE Coordinator, Division, ODEO, or Governor's Commission on Disabilities including but not limited to copies of purchase orders, subcontracts, and cancelled checks.
4. Change Orders. If during the life of the contract, a change order is issued by the Division, the Proposer shall notify the ODEO of the change as soon as reasonably possible. Proposers are required to achieve their proposed ISBE Participation Rates on any change order amounts.
5. Notice of Change to Proposed ISBE Participation Rate. If during the life of the contract, the Proposer becomes aware that it will be unable to achieve its proposed ISBE Participation Rate, it must notify the Division and ODEO as soon as reasonably possible. The Division, in consultation with ODEO and Governor's Commission on Disabilities, and the Proposer may agree to a modified ISBE Participation Rate provided that the change in circumstances was beyond the control of the Proposer or the direct result of an unanticipated reduction in the overall total project cost.

#### **B. MBE, WBE, AND/OR Disability Business Enterprise Participation Plan Form:**

Attached is the MBE, WBE, and/or Disability Business Enterprise Participation Plan form. Proposers are required to complete, sign and submit with their overall proposal in a sealed

envelope. Please complete separate forms for each MBE, WBE and/or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation.

**MBE, WBE, and/or DISABILITY BUSINESS ENTERPRISE PARTICIPATION PLAN**

Proposer's Name:

Proposer's Address:

Point of Contact:

Telephone:

Email:

Solicitation No.:

Project Name:

This form is intended to capture commitments between the prime contractor/vendor and MBE/WBE and/or Disability Business Enterprise subcontractors and suppliers, including a description of the work to be performed and the percentage of the work as submitted to the prime contractor/vendor. Please note that all MBE/WBE subcontractors/suppliers must be certified by the Office of Diversity, Equity and Opportunity MBE Compliance Office and all Disability Business Enterprises must be certified by the Governor's Commission on Disabilities at time of bid, and that MBE/WBE and Disability Business Enterprise subcontractors must self-perform 100% of the work or subcontract to another RI certified MBE in order to receive participation credit. Vendors may count 60% of expenditures for materials and supplies obtained from an MBE certified as a regular dealer/supplier, and 100% of such expenditures obtained from an MBE certified as a manufacturer. This form must be completed in its entirety and submitted at time of bid. **Please complete separate forms for each MBE/WBE or Disability Business Enterprise subcontractor/supplier to be utilized on the solicitation.**

Name of Subcontractor/Supplier:

Type of RI Certification:  MBE  WBE  Disability Business Enterprise

Address:

Point of Contact:

Telephone:

Email:

Detailed Description of Work To Be Performed by Subcontractor or Materials to be Supplied by Supplier:

Total Contract Value (\$):

Subcontract Value (\$):

ISBE Participation Rate (%):

Anticipated Date of Performance:

I certify under penalty of perjury that the forgoing statements are true and correct.

**Prime Contractor/Vendor Signature**

**Title**

**Date**

**Subcontractor/Supplier Signature**

**Title**

**Date**

## RFP/RFQ RESPONSE CERTIFICATION COVER FORM

**Instruction: to fulfill your RFP response, this form must be completed, printed, signed and included with your submission.**

### SECTION 1 - RESPONDENT INFORMATION

**RFP Number:**

**RFP Title:**

**RFP Respondent Name:**

**Address:**

**Telephone:**

**Fax:**

**Contact Name:**

**Contact Title:**

**Contact Email:**

### SECTION 2 —DISCLOSURES

**RFP Respondents must respond to every statement. RFP Responses submitted without a complete response may be deemed nonresponsive.**

*Indicate "Y" (Yes) or "N" (No) for Disclosures 1-4, and if "Yes," provide details below*

1. State whether the Respondent, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Respondent or any parent, subsidiary, or affiliate has been subject to suspension or debarment by any federal, state, or municipal governmental authority, or the subject of criminal prosecution, or convicted of a criminal offense within the previous 5 years. If "Yes," provide details below.

2. State whether the Respondent, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Respondent or any parent, subsidiary, or affiliate has had any contracts with a federal, state, or municipal governmental authority terminated for any reason within the previous 5 years. If "Yes," provide details below.

3. State whether the Respondent, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Respondent or any parent, subsidiary, or affiliate has been fined more than \$5000 for violation(s) of any Rhode Island environmental law(s) by the Rhode Island Department of Environmental Management within the previous 5 years. If "Yes," provide details below.

4. State whether any officer, director, manager, stockholder, member, partner, or other owner or principal of the Respondent is serving or has served within the past two calendar years as either an appointed or elected official of any state governmental authority or quasi-public corporation, including without limitation, any entity created as a legislative body or public or state agency by the general assembly or constitution of this state.

*Disclosure details (continue on additional sheets if necessary):*

## SECTION 3 —OWNERSHIP DISCLOSURE

**Respondents must provide all relevant information. Respondent proposals submitted without a complete response may be deemed nonresponsive.**

If the Respondent is publicly held, the Respondent may provide owner information about only those stockholders, members, partners, or other owners that hold at least 10% of the record or beneficial equity interests of the Respondent; otherwise, complete ownership disclosure is required.

List each officer, director, manager, stockholder, member, partner, or other owner or principle of the Respondent, and each intermediate parent company and the ultimate parent company of the Respondent. For each individual, provide his or her name, business address, principal occupation, position with the Respondent, and the percentage of ownership, if any, he or she holds in the Respondent, and each intermediate parent company and the ultimate parent company of the Respondent.

## SECTION 4 —CERTIFICATIONS

**Respondents must respond to every statement. Responses submitted without a complete response may be deemed nonresponsive.**

*Indicate "Y" (Yes) or "N" (No), and if "No," provide details below.*

### **THE RESPONDENT CERTIFIES THAT:**

1. The Respondent will immediately disclose, in writing, to the Rhode Island Life Science Hub any potential conflict of interest which may occur during the term of any contract awarded pursuant to this solicitation.

2. The Respondent possesses all licenses and anyone who will perform any work will possess all licenses required by applicable federal, state, and local law necessary to perform the requirements of any contract awarded pursuant to this solicitation and will maintain all required licenses during the term of any contract awarded pursuant to this solicitation. In the event that any required license shall lapse or be restricted or suspended, the Respondent shall immediately notify the Rhode Island Life Science Hub in writing.

3. The Respondent will maintain all required insurance during the term of any contract pursuant to this solicitation. In the event that any required insurance shall lapse or be canceled, the Respondent will immediately notify the Rhode Island Life Science Hub in writing.

4. The Respondent understands that falsification of any information in its RFP response or failure to notify the Rhode Island Life Science Hub of any changes in any disclosures or certifications in this Respondent Certification may be grounds for suspension, debarment, and/or prosecution for fraud.

5. The Respondent has not paid and will not pay any bonus, commission, fee, gratuity, or other remuneration to any employee or official of the Rhode Island Life Science Hub or the State of Rhode Island or any subdivision of the State of Rhode Island or other governmental authority for the purpose of obtaining an award of a contract pursuant to this solicitation. The Respondent further certifies that no bonus, commission, fee, gratuity, or other remuneration has been or will be received from any third party or paid to any third party contingent on the award of a contract pursuant to this solicitation.

6. This RFP response is not a collusive RFP response. Neither the Respondent, nor any of its owners, stockholders, members, partners, principals, directors, managers, officers, employees, or agents has in any way colluded, conspired, or agreed, directly or indirectly, with any other Respondent or person to submit a collusive response to the solicitation or to refrain from submitting response to the solicitation, or has in any manner, directly or indirectly, sought by agreement or collusion or other communication with any other Respondent or person to fix the price or prices in the response or the response of any other Respondent, or to fix any overhead, profit, or cost component of the price in the response or the response of any other Respondent, or to secure through any collusion, conspiracy, or unlawful agreement any advantage against the Rhode Island Life Science Hub or the State of Rhode Island or any person with an interest in the contract awarded pursuant to this solicitation. The price in the response is fair and proper and is not tainted by any collusion, conspiracy, or unlawful agreement on the part of the Respondent, its owners, stockholders, members, partners, principals, directors, managers, officers, employees, or agents.

7. The Respondent: (i) is not identified on the General Treasurer's list created pursuant to R.I. Gen. Laws § 37-2.5-3 as a person or entity engaging in investment activities in Iran described in § 37-2.5-2(b); and (ii) is not engaging in any such investment activities in Iran.

8. The Respondent will comply with all of the laws that are incorporated into and/or applicable to any contract with the Rhode Island Life Science Hub.

*Certification details (continue on additional sheet if necessary):*

**Submission by the Respondent of a response pursuant to this solicitation constitutes an offer to contract with the Rhode Island Life Science Hub on the terms and conditions contained in this solicitation and the response. The Respondent certifies that: (1) the Respondent has reviewed this solicitation and agrees to comply with its terms and conditions; (2) the response is based on this solicitation; and (3) the information submitted in the response (including this Respondent Certification Cover Form) is accurate and complete. The Respondent acknowledges that the terms and conditions of this solicitation and the response will be incorporated into any contract awarded to the Respondent pursuant to this solicitation and the response. The person signing below represents, under penalty of perjury, that he or she is fully informed regarding the preparation and contents of this response and has been duly authorized to execute and submit this response on behalf of the Respondent.**

**RESPONDENT**

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

\_\_\_\_\_  
Name of Respondent

\_\_\_\_\_  
Signature in ink

\_\_\_\_\_  
Printed name and title of person signing on behalf of Respondent