DAM BREAK ANALYSIS AND FLOOD INUNDATION MAPPING FOR THE WINOOSKI RIVER FLOOD CONTROL DAMS

Release Date: December 6, 2017
Proposals Due: December 29, 2017

Contact for Proposals: Chris Rottler, ANR, Department of Environmental Conservation, Financial Operations; (802) 461-6051; chris.rottler@vermont.gov

Introduction and Purpose
The State of Vermont Department of Environmental Conservation (DEC) Dam Safety Program is requesting technical and fee proposals from qualified consulting engineering firms with experience with hydrologic and hydraulic (H&H) analyses, dam break analyses, and flood inundation mapping.

The objective of the project is to perform design level hydrology and hydraulic (H&H) analyses, dam break analyses, and flood inundation mapping to support new Emergency Action Plans (EAPs) for up to three (3) dams regulated by the State of Vermont. The development of the EAPs is not a part of this scope.

The three (3) Winooski River Flood Control Dams to be studied under this contract include the following:

<table>
<thead>
<tr>
<th>Dam Name</th>
<th>State ID</th>
<th>Location</th>
<th>Owner</th>
<th>Hazard Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>East Barre Dam</td>
<td>14.02</td>
<td>Barre</td>
<td>DEC</td>
<td>High</td>
</tr>
<tr>
<td>Wrightsville Dam</td>
<td>126.01</td>
<td>Middlesex</td>
<td>DEC</td>
<td>High</td>
</tr>
<tr>
<td>Waterbury Dam</td>
<td>226.01</td>
<td>Waterbury</td>
<td>DEC</td>
<td>High</td>
</tr>
</tbody>
</table>

Basic information and the location of these dams can be found on the Agency of Natural Resources Atlas website: [http://anr.state.vt.us/site/html/maps.htm](http://anr.state.vt.us/site/html/maps.htm). The current EAPs and inundation maps for the above dams are available for review upon request.

This project is funded by a FEMA grant funded under the National Dam Safety Program. The initial estimated target budget for the project is $40,000, with the possibility of an another $40,000 awarded for work starting 6 months after contract execution. The State of Vermont reserves the right to reject all proposals.
or eliminate one or more Tasks as deemed necessary. Higher bids will be accepted and evaluated; all or a portion of the scope of work may be awarded depending on funding constraints.

**Scope of Work**

The scope of services for this project should include the following:

1. Up to three (3) meetings with DEC staff including a project kickoff meeting, a meeting to review preliminary findings, and a meeting to discuss and review final findings, modeling, and reporting prior to final delivery.

2. Examination and/or collection of all available information and records as necessary in the files of the State Dam Safety Program, available on public websites, available through the owner, or available through Federal Agencies.

3. Perform field reconnaissance activities necessary to complete the project including but not necessarily limited to:
   a. Inspection of the dams and measurements of hydraulic features.
   b. Review of the drainage area and any important features.
   c. Review, documentation, and measurement of important downstream floodway features such as downstream dams (dams in series), bridges, roads, railway embankments, natural hydraulic constrictions, infrastructure, development, etc.

4. Perform design level hydrology and hydraulics (H&H) analyses that include the following:
   a. Review available/develop reasonable estimates of average baseflow in the drainage areas.
   b. Develop a computer aided hydrologic model for each dam including development of the 2-year, 10-year, 50-year, 100-year, 500-year, ½ Probable Maximum Flood (PMF), and Full PMF.
   c. Once the model is reliably calibrated, develop a table documenting the dam crest elevation, principal spillway elevation, normal pool elevation (if different), emergency spillway elevation, simulated precipitation, inflow, unit discharge, outflow, predicted peak water surface elevation, and estimated depth of freeboard or overtopping for inclusion in the summary report.
   d. If previous H&H studies are available, provide a brief narrative discussing the existing studies and any differences between the existing and current analysis results.

5. Dam breach analyses and flood inundation mapping using commonly accepted current methods including the following tasks:
   a. Dam break analysis should include sunny day (normal, non-storm conditions) breach and breach under peak PMF conditions in the reservoir and watershed. For East Barre Dam, it is anticipated that since until normal/sunny day conditions there is a “dry” pool, no sunny day analysis will be required. For Wrightsville Dam, it is anticipated that under sunny day failure conditions, the dam would be failed assuming a water level of El. 635, equal to the spillway tunnel weir. For Waterbury Dam, it is anticipated that under sunny day failure conditions, the day would fail assuming a water level of El. 592, equal to the radial arm gate sills.
   b. The dam breach parameters for each dam should be provided and developed based on accepted guidance and site-specific sensitivity analyses.
   c. Flood inundation mapping should include sunny day breach, PMF breach, and PMF non-breach downstream inundation limits. The termination point of inundation mapping must be clearly stated and explained for each dam and in general, should be extended downstream until the flood is either safely contained within the river channel or downstream
impoundment or the difference between the water level under breach and non-breach conditions is two feet or less. Under sunny day conditions, normal seasonal baseflows should be used at downstream lateral inflow points. For the PMF breach and non-breach scenarios, 100-year baseflows should be used at downstream lateral inflow points. It is anticipated that downstream channel geometry for the models will be developed using a combination of LiDAR data, publicly available FEMA and USGS cross section data, and field observations/measurements.

d. Inundation maps should be presented on 11-inch by 17-inch sheets. Inundation limits should be plotted over current, publicly available aerial images. The maps should include a legend, table with vital statistics at critical downstream cross sections including time to flood arrival, time to peak flooding, as well as peak flooding depths and velocities. Infrastructure such as homes, schools, hospitals, airports, public buildings, businesses, roads, other dams, etc. impacted by flooding should be clearly called out on the maps and/or in adjoining tables and estimated depths of flooding in these areas should be provided (detailed topographic survey of these structures is beyond the anticipated scope of this project).

6. Preparation of a summary report that will ultimately be included in the EAPs (the development of the EAPs is not a part of this scope) that include the following:
   a. Documentation of the process and results of the H&H studies and dam breach/flood inundation analyses.
   b. Inundation maps.
   c. Photographic documentation of the downstream floodway for each dam.
   d. Narrative regarding anticipated impacts of a dam failure on the downstream area.

Tasks:

1. East Barre Dam: H&H, Dam Breach analysis, Flood Inundation Mapping
2. Wrightsville Dam: H&H, Dam Breach analysis, Flood Inundation Mapping
3. Waterbury Dam: H&H, Dam Breach analysis, Flood Inundation Mapping

See Deliverables Table in **Deadlines and Content of Proposals** section for all deliverables that must be included in the proposal.

**Project Timeline and Deliverables**

The DEC expects to select the consultant and execute a contract in January 2018. The project will end approximately 6 months after contract execution, unless additional funds become available.

The project deliverables for this contract are:

Two (2) paper copies of the Summary Report and supporting documents as well as electronic copies of the Summary Report (PDF), Flood Inundation Maps (PDF), and copies of the modelling files for the H&H and inundation mapping (such as HydroCAD, HEC-HMS, HEC-RAS, ArcGIS, etc.)

**Funding and Method of Payment**

Funding for the RFP is available from the Federal Emergency Management Agency (FEMA) National Dam
Safety Program. Payment is contingent upon available funding. All payments will be made after satisfactory completion of each deliverable as outlined in an agreement between the State and the selected entity.

**CFDA Title**  
FEMA National Dam Safety Program

**CFDA Number**  
97.041

**Award Name:**  
Dam Break Analysis

**Award Number**  
EMB-2017-GR-00005

**Award Year**  
2017

**Federal Granting Agency**  
DHS, FEMA

**Research and Development Grant**  
☐ Yes  ☒ No

**Project Timeline**

All work is to be completed between contract execution and July 31, 2018. Specific deliverable deadlines are indicated in the sample deliverables table below.

**Deadlines and Content of Proposals**

**Questions:** All questions are required to be submitted electronically via email to Chris Rottler at chris.rottler@vermont.gov by December 15, 2017, 12:00 pm (noon) EDT using the subject line “Dam Break Analysis RFP Questions.”

**Submittal:** All proposals must be submitted electronically via email to Chris Rottler by December 29, 2017, at 11:00 am EDT using the subject line “Dam Break Analysis RFP Proposal.”

**Bid opening:** Proposals are anticipated to be opened December 29, 2017, at 1:00 pm EDT.

**Notification:** Proposal preliminarily accepted by DEC is anticipated to be notified no later than January 5, 2018.

All proposals must include the following information:

- Basic information on the applicant, including contact information, mailing address, project team members, qualifications, type of organization, and DUNS number.
- Proposals must clearly address each of the selection criteria identified in this RFP below.
- A detailed scope of work describing how the deliverables will be met, including information on project understanding, approach, planned scope of services, and schedule.
- Resumes of key personnel who will manage and complete the project.
- References (supply at least three relevant).
- The project team leader supervising and responsible for the work on this contract must be a licensed professional engineer.
- A statement identifying individuals who were involved in the preparation of the proposal as well as a single point of contact.
- A detailed description of the organization’s experience with dam break analysis and flood inundation mapping and project staff qualifications and experience. This can include resumes, reports, and descriptions of expertise.
- Contractor shall provide all necessary equipment, supplies, and tools to carry out the work specified.
- A certificate of insurance, indicating that the entity or entities have met the insurance requirements
listed in Attachment C and Attachment D.

- In your submittal, include and fill out the following table:

<table>
<thead>
<tr>
<th>Description</th>
<th>Lump Sum Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1. East Barre Dam: H&amp;H, Dam Breach analysis, Flood Inundation Mapping</td>
<td>$</td>
</tr>
<tr>
<td>Task 2. Wrightsville Dam: H&amp;H, Dam Breach analysis, Flood Inundation Mapping</td>
<td>$</td>
</tr>
<tr>
<td>Task 3. Waterbury Dam: H&amp;H, Dam Breach analysis, Flood Inundation Mapping</td>
<td>$</td>
</tr>
<tr>
<td><strong>Total Cost:</strong></td>
<td><strong>$</strong></td>
</tr>
</tbody>
</table>

**Selection Criteria**

Proposals will be reviewed and evaluated by three or more DEC staff members. Selection will be based on the following criteria:

- **30 points** – Qualifications and experience of the staff
- **30 points** – Approach to the Project Scope
- **10 points** – Recommendations from references
- **30 points** - Value

**Reservation of State’s Rights**

The State reserves the right:

- to accept or reject any and all bids, in whole or in part, with or without cause in the best interest of the State;
- waive technicalities in submissions; (A technicality is a minor deviation from the requirements of an RFP that does not impact the substantive terms of the bid/RFP and can be considered without a material impact on the RFP process, etc.). If uncertain of whether a condition qualifies as a technicality, consult with the OPC or AGO for clarification. For example, a late bid is NOT considered a technicality;
- to make purchases outside of the awarded contracts where it is deemed in the best interest of the State; and
- to obtain clarification or additional information.

**Insurance**
Respondents to this RFP should be aware that they will need to agree to the State of Vermont Customary Contract Provisions (Attachment C) in order to execute an agreement for this project.

Special care should be paid to Workers’ Compensation coverage for out-of-state Vendors. Vermont statute requires insurance carriers be specifically licensed to write Workers’ Compensation coverage in Vermont. Out-of-state Vendors may have Workers’ Compensation coverage valid in their home state, but their carrier may not be licensed to cover workers’ compensation for work actually performed by their employees in Vermont.

**Confidentiality**

After conclusion of the contracting process, Proposals are a matter of public record. If an application includes material considered by the applicant to be proprietary and confidential under 1 V.S.A., Chapter 5, the application shall clearly designate the material as such and explain why such material should be considered confidential. The Vendor must identify each page or section of the Proposal that it believes is proprietary and confidential with sufficient grounds to justify each exemption from release, including the prospective harm to the competitive position of the applicant if the identified material were to be released.

Under no circumstances shall the entire Proposal be designated as proprietary or confidential. If the Vendor marks portions of the Proposal confidential, the Vendor shall provide a redacted version of the Proposal for release to the public. Notwithstanding the above, the Secretary has an independent obligation under Vermont law to determine whether any proposal material is subject to public inspection and copying upon request, which may include material that has otherwise been designated as proprietary and confidential by the Vendor. The Vendor’s designation of material as proprietary and confidential, and submission of a redacted Proposal, are provided to the Secretary for informational purposes in the event the Agency receives a public records request and will not result in withholding of materials by the Secretary unless expressly supported by Vermont law.

**Attachments**

- SFA – Standard Contract for Personal Services (template)
- Attachment D – Other Provisions
- Attachment E – Terms and Conditions for Federal Subrecipients
- Attachment F – Standard Provisions for Engineers/Architects
1. **Parties:** This is a contract for services between the State of Vermont, Department of Environmental Conservation (hereinafter called “State”), and ___. with principal place of business at ___ (hereafter called “Contractor). Contractor’s form of business organization is a corporation. It is the Contractor’s responsibility to contact the Vermont Department of Taxes to determine if, by law, the Contractor is required to have a Vermont Department of Taxes Business Account Number.

2. **Subject Matter:** The subject matter of this contract is services generally on the subject of ____. Detailed services to be provided by the contractor are described in Attachment A.

3. **Maximum Amount:** In consideration of the services to be performed by Contractor, the State agrees to pay Contractor, in accordance with the payment provisions specified in Attachment B, a sum not to exceed $____. This contract cannot be used as match for the purpose of obtaining additional federal funds by the contractor without the written approval of the State.

4. **Subcontracting:** Contractor shall not assign labor duties to a subcontractor without the prior written approval of the State. Written approval is obtained by completing the Request for Approval to Subcontract form.

5. **Ownership and Disposition of Equipment:** Any equipment purchased or furnished to the Contractor by the State under this Agreement is provided on a loan basis only and remains the property of the State. Contractor must submit a written request to retain the equipment at the end of agreement term for the same use and intended purpose as outlined in this agreement. The written request should include: description of equipment, date of purchase, original cost and estimated current market value.

6. **Contract Term:** The period of contractor’s performance shall begin on ____ and end on ____. This contract may be renewed for up to 2 additional one year periods upon written agreement by the State and the Contractor.

7. **Source of Funds:** State and Federal  
   a. For Contracts funding with federal dollars only.  
      CFDA Title  
      CFDA Number  
      Award Name  
      Award Number  
      Award Year  
      Federal Contracting Agency  
      Research and Development Contract? □ Yes ☑ No

8. **Amendment:** No changes, modifications, or amendments in the terms and conditions of this Contract Agreement shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and the Contractor. No amendment will be considered without a detailed justification to support the amendment request. Failure to provide an adequate justification may result in
the denial of the request. Any request for an amendment to this agreement must be made in writing at least 30 days prior to the end date of this agreement or the request may be denied.

9. **Cancellation:** This contract may be canceled by either party by giving written notice at least 30 days in advance.

10. **Fiscal Year:** The contractor’s fiscal year starts _______ and ends _______.

11. **Work product ownership:** Upon full payment by the State, all products of the Contractor’s work, including outlines, reports, charts, sketches, drawings, art work, plans, photographs, specifications, estimates, computer programs, or similar documents, become the sole property of the State of Vermont and may not be copyrighted or resold by Contractor.

12. **Attachments:** This contract consists of the following attachments which are incorporated herein:
   - Attachment A - Specifications of Work to be Performed
   - Attachment B - Payment Provisions
   - Attachment C - Customary State Contract Provisions
   - Attachment D – Other Provisions
   - Attachment E – Terms and Conditions for Federal Subrecipients
   - Attachment F – Standard Provisions for Engineers/Architects
   - Request for Approval to Subcontract

13. **Order of Precedence:** Any ambiguity, conflict or inconsistency between the documents comprising this contract shall be resolved according to the following order of precedence:
   a. Standard Contract
   b. Attachment E (Standard Contract Provisions for Federally Funded Awards)
   c. Attachment F
   d. Attachment D
   e. Attachment C (Standard Contract Provisions for Contracts and Grants)
   f. Attachment A
   g. Attachment B

Legal Name and D-U-N-S® Number on File with the [www.sam.gov](http://www.sam.gov) (1):

__________________________________  ___________

Print Legal Name  D-U-N-S® Number (2)

Did this business or organization (the legal entity to which the DUNS number it provided belongs) receive (1) 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) $25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? *:

☐ Yes  ☒ No

If yes, please list the top five highest paid senior executive salaries that are not available to the public:
WE, THE UNDERSIGNED PARTIES, AGREE TO BE BOUND BY THIS CONTRACT.

<table>
<thead>
<tr>
<th>STATE OF VERMONT</th>
<th>CONTRACTOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>By:</td>
<td>By:</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Commissioner</td>
<td>Name: (Print)</td>
</tr>
<tr>
<td>Department of Environmental</td>
<td>Title:</td>
</tr>
</tbody>
</table>

Commissioner: ________________________

Title: ____________________________

Name: ____________________________
ATTACHMENT C: STANDARD STATE
PROVISIONS FOR CONTRACTS
AND GRANTS
REVISED JULY 1, 2016

1. **Definitions:** For purposes of this Attachment, “Party” shall mean the Contractor, Grantee or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. “Agreement” shall mean the specific contract or grant to which this form is attached.

2. **Entire Agreement:** This Agreement, whether in the form of a Contract, State Funded Grant, or Federally Funded Grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect.

3. **Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial:** This Agreement will be governed by the laws of the State of Vermont. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State with regard to its performance under the Agreement.

   Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.

4. **Sovereign Immunity:** The State reserves all immunities, defenses, rights or actions arising out of the State’s sovereign status or under the Eleventh Amendment to the United States Constitution. No waiver of the State’s immunities, defenses, rights or actions shall be implied or otherwise deemed to exist by reason of the State’s entry into this Agreement.

5. **No Employee Benefits For Party:** The Party understands that the State will not provide any individual retirement benefits, group life insurance, group health and dental insurance, vacation or sick leave, workers compensation or other benefits or services available to State employees, nor will the state withhold any state or federal taxes except as required under applicable tax laws, which shall be determined in advance of execution of the Agreement. The Party understands that all tax returns required by the Internal Revenue Code and the State of Vermont, including but not limited to income, withholding, sales and use, and rooms and meals, must be filed by the Party, and information as to Agreement income will be provided by the State of Vermont to the Internal Revenue Service and the Vermont Department of Taxes.
6. Independence: The Party will act in an independent capacity and not as officers or employees of the State.

7. Defense and Indemnity: The Party shall defend the State and its officers and employees against all third party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits. In the event the State withholds approval to settle any such claim, then the Party shall proceed with the defense of the claim but under those circumstances, the Party’s indemnification obligations shall be limited to the amount of the proposed settlement initially rejected by the State.

After a final judgment or settlement the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement. The Party shall indemnify the State and its officers and employees in the event that the State, its officers or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.

The Party agrees that in no event shall the terms of this Agreement nor any document required by the Party in connection with its performance under this Agreement obligate the State to defend or indemnify the Party or otherwise be liable for the expenses or reimbursement, including attorneys’ fees, collection costs or other costs of the Party except to the extent awarded by a court of competent jurisdiction.

8. Insurance: Before commencing work on this Agreement the Party must provide certificates of insurance to show that the following minimum coverages are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State through the term of the Agreement. No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Party for the Party’s operations. These are solely minimums that have been established to protect the interests of the State.

Workers Compensation: With respect to all operations performed, the Party shall carry workers’ compensation insurance in accordance with the laws of the State of Vermont. Vermont will accept an out-of-state employer's workers’ compensation coverage while operating in Vermont provided that the insurance carrier is licensed to write insurance in Vermont and an amendatory endorsement is added to the policy adding Vermont for coverage purposes. Otherwise, the party shall secure a Vermont workers’ compensation policy, if necessary to comply with Vermont law.

General Liability and Property Damage: With respect to all operations performed under this Agreement, the Party shall carry general liability insurance having all major divisions of
coverage including, but not limited to:

   Premises -
   Operations

   Products and
   Completed
   Operations

   Personal Injury
   Liability

   Contractual
   Liability

   The policy shall be on an occurrence form and limits shall not be less than:

   $1,000,000 Each Occurrence
   $2,000,000 General Aggregate
   $1,000,000 Products/Completed Operations Aggregate
   $1,000,000 Personal & Advertising Injury

**Automotive Liability:** The Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than $500,000 combined single limit. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, limits of coverage shall not be less than $1,000,000 combined single limit.

**Additional Insured:** The General Liability and Property Damage coverages required for performance of this Agreement shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

**Notice of Cancellation or Change.** There shall be no cancellation, change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written prior written notice to the State.

**9. Reliance by the State on Representations:** All payments by the State under this Agreement will be made in reliance upon the accuracy of all representations made by the Party in accordance with the Contract, including but not limited to bills, invoices, progress reports and other proofs of work.

**10. False Claims Act:** The Party acknowledges that it is subject to the Vermont False Claims Act as set forth in 32 V.S.A. § 630 et seq. If the Party violates the Vermont False Claims Act it
shall be liable to the State for civil penalties, treble damages and the costs of the investigation and prosecution of such violation, including attorney’s fees, except as the same may be reduced by a court of competent jurisdiction. The Party’s liability to the State under the False Claims Act shall not be limited notwithstanding any agreement of the State to otherwise limit Party’s liability.

11. Whistleblower Protections: The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

12. Federal Requirements Pertaining to Grants and Subrecipient Agreements:

A. Requirement to Have a Single Audit: In the case that this Agreement is a Grant that is funded in whole or in part by federal funds, the Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the granting Party within 9 months. If a single audit is not required, only the Subrecipient Annual Report is required.

For fiscal years ending before December 25, 2015, a Single Audit is required if the subrecipient expends $500,000 or more in federal assistance during its fiscal year and must be conducted in accordance with OMB Circular A-133. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends $750,000 or more in federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.

B. Internal Controls: In the case that this Agreement is a Grant that is funded in whole or in part by Federal funds, in accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

C. Mandatory Disclosures: In the case that this Agreement is a Grant funded in whole or in part by Federal funds, in accordance with 2CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions.
which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

13. Records Available for Audit: The Party shall maintain all records pertaining to performance under this agreement. “Records” means any written or recorded information, regardless of physical form or characteristics, which is produced or acquired by the Party in the performance of this agreement. Records produced or acquired in a machine readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of the Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

14. Fair Employment Practices and Americans with Disabilities Act: Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.

15. Set Off: The State may set off any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any set off of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided hereinafter.

16. Taxes Due to the State:

A. Party understands and acknowledges responsibility, if applicable, for compliance with State tax laws, including income tax withholding for employees performing services within the State, payment of use tax on property used within the State, corporate and/or personal income tax on income earned within the State.

B. Party certifies under the pains and penalties of perjury that, as of the date the Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.

C. Party understands that final payment under this Agreement may be withheld if the Commissioner of Taxes determines that the Party is not in good standing with respect to or in full compliance with a plan to pay any and all taxes due to the State of Vermont.

D. Party also understands the State may set off taxes (and related penalties, interest and fees) due to the State of Vermont, but only if the Party has failed to make an appeal within the time allowed by law, or an appeal has been taken and finally determined and the Party has no further legal recourse to contest the amounts
17. Taxation of Purchases: All State purchases must be invoiced tax free. An exemption certificate will be furnished upon request with respect to otherwise taxable items.

18. Child Support: (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date the Agreement is signed, he/she:
   A. is not under any obligation to pay child support; or
   B. is under such an obligation and is in good standing with respect to that obligation; or
   C. has agreed to a payment plan with the Vermont Office of Child Support Services and is in full compliance with that plan.

Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

19. Sub-Agreements: Party shall not assign, subcontract or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.

In the case this Agreement is a contract with a total cost in excess of $250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors’ subcontractors, together with the identity of those subcontractors’ workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54).

Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 (“False Claims Act”); Section 11 (“Whistleblower Protections”); Section 14 (“Fair Employment Practices and Americans with Disabilities Act”); Section 16 (“Taxes Due the State”); Section 18 (“Child Support”); Section 20 (“No Gifts or Gratuities”); Section 22 (“Certification Regarding Debarment”); Section 23 (“Certification Regarding Use of State Funds”); Section 31 (“State Facilities”); and Section 32 (“Location of State Data”).

20. No Gifts or Gratuities: Party shall not give title or possession of anything of substantial value (including property, currency, travel and/or education programs) to any officer or employee of the State during the term of this Agreement.

21. Copies: Party shall use reasonable best efforts to ensure that all written reports prepared
under this Agreement are printed using both sides of the paper.

22. Certification Regarding Debarment: Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party’s principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in federal programs, or programs supported in whole or in part by federal funds.

Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State’s debarment list at: http://bgs.vermont.gov/purchasing/debarment/

23. Certification Regarding Use of State Funds: In the case that Party is an employer and this Agreement is a State Funded Grant in excess of $1,001, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party’s employee’s rights with respect to unionization.

24. Conflict of Interest: Party shall fully disclose, in writing, any conflicts of interest or potential conflicts of interest.

25. Confidentiality: Party acknowledges and agrees that this Agreement and any and all information obtained by the State from the Party in connection with this Agreement are subject to the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq.

26. Force Majeure: Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lock-outs) (“Force Majeure”). Where Force Majeure is asserted, the nonperforming party must prove that it made all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

27. Marketing: Party shall not refer to the State in any publicity materials, information pamphlets, press releases, research reports, advertising, sales promotions, trade shows, or marketing materials or similar communications to third parties except with the prior written consent of the State.

28. Termination: In addition to any right of the State to terminate for convenience, the State may terminate this Agreement as follows:

A. Non-Appropriation: If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel at the end of the fiscal year, or otherwise upon the
expiration of existing appropriation authority. In the case that this Agreement is a Grant that is funded in whole or in part by federal funds, and in the event federal funds become unavailable or reduced, the State may suspend or cancel this Grant immediately, and the State shall have no obligation to pay Subrecipient from State revenues.

**B. Termination for Cause:** Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party’s notice or such longer time as the non-breaching party may specify in the notice.

**C. No Implied Waiver of Remedies:** A party’s delay or failure to exercise any right, power or remedy under this Agreement shall not impair any such right, power or remedy, or be construed as a waiver of any such right, power or remedy. All waivers must be in writing.

**29. Continuity of Performance:** In the event of a dispute between the Party and the State, each party will continue to perform its obligations under this Agreement during the resolution of the dispute until this Agreement is terminated in accordance with its terms.

**30. Termination Assistance:** Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.

**31. State Facilities:** If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party’s performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to and use of State facilities which shall be made available upon request. State facilities will be made available to Party on an “AS IS, WHERE IS” basis, with no warranties whatsoever.

**32. Location of State Data:** No State data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside continental United States, except with the express written permission of the State.

(End of Standard Provisions)