

RFP ATTACHMENT IV: CITY'S AGREEMENT TERMS AND CONDITIONS

Proposers, if selected for contract negotiations, will be required to enter into such contract(s) substantially in the form of the City and County of San Francisco Standard Professional Services Agreement (P-500), as attached. There is no need to sign this document as part of your proposal; the signature process will occur after contract negotiations have concluded.

HOW TO RESPOND TO THIS ATTACHMENT

1. **Proposers that do not submit proposed changes will be assumed to accept all of the City's terms and conditions and shall submit a statement to that effect, in lieu of submitting proposed changes as part of the "Original" of your proposal (your proposal copies do not need to include this statement).**
2. **Proposers wishing to negotiate modification of other terms and conditions must attach a copy of the City's Agreement referring to the specific portion of the Agreement to be changed, and show proposed changes (deleted sections with a strikeover and added sections in boldface type).** The proposed changes need to be included in the "Original" of your proposal (your proposal copies do not need to include this Attachment).

The City's selection of any Proposer who proposes changes to the City's Agreement terms shall not be deemed as acceptance of the Proposer's proposed changes.

Failure to timely execute the contract(s), or to furnish any and all certificates, bonds or other materials required in the contract, shall be deemed an abandonment of a contract offer. The City, in its sole discretion, may select another firm and may proceed against the original selectee for damages.

Proposers are urged to pay special attention to the requirements of applicable conflict of interest laws (§23 in the Agreement), Administrative Code Chapters 12B and 12C, Nondiscrimination in Contracts and Benefits (§34 in the Agreement), the Minimum Compensation Ordinance (§43 in the Agreement), the Health Care Accountability Ordinance (§44 in the Agreement), and the First Source Hiring Program (§45 in the Agreement), as set forth herein.

The following is a copy of the City's Agreement:

[RFP P-500 Draft.doc](#)

or

[http://mission.sfgov.org/DocCenter/DispDetail.aspx?DocNo=847&S=10&P=ByDept.aspx&T=Office%20of%20Contract%20Administration%20\(OCA\)%20/%20Model%20Contracts&K=70132](http://mission.sfgov.org/DocCenter/DispDetail.aspx?DocNo=847&S=10&P=ByDept.aspx&T=Office%20of%20Contract%20Administration%20(OCA)%20/%20Model%20Contracts&K=70132)