

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of For-Hire Vehicles



Request for Applications (RFA)
Business Transformation Grants
Fiscal Year 2019

Release Date of RFA:	Wednesday, September 12, 2018
Information Session:	Tuesday, September 12, 2018 3:00pm- 4:00pm DFHV Hearing Room 2235 Shannon Place, SE Washington, DC 20020
Submission Deadline:	Wednesday, September 26, 2018, 4:00pm EST.
Submission Details:	Online submissions only.
Point of Contact:	Gladys Kamau, Program Analyst Phone: 202.671.0567 Email: Gladys.Kamau@dc.gov
Availability of RFA:	https://dfhv.dc.gov/page/grant-funding Or the District Grant Clearinghouse website.

DFHV reserves the right to issue addenda and/or amendments subsequent to the issuance of the NOFA or RFA or to rescind the NOFA or RFA. DFHV will post addenda or amendments to the online application. Applicants are responsible for reviewing and adhering to any RFA addenda or amendments.



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Part 1: Program Guidelines, Application Process, and Submission Instructions.

A. DESCRIPTION OF FUNDING OPPORTUNITY

The Government of the District of Columbia, Department of For-Hire Vehicles (DFHV) or Department is to select DFHV-licensed taxicab companies who have been granted operating authority as Digital Taxicab Solution (DTS) provider to implement the Department's Business Transformation Grants that contain various initiatives which include a) Transportation as-a-Service; b) Driver Earnings¹ Boost, c) Green Rides and d) Rebates for Wheelchair Accessible Vehicles (WAVs); and, e) other initiatives/programs that DFHV may develop or programs proposed by the applicants and approved by DFHV. Funding under this RFA is not to exceed three million dollars (\$3,000,000). DFHV will publish on its websites, announcements of any additional funding or amendments made under this RFA.

B. PURPOSE OF THE GRANT(S)

The purpose of this grant opportunity is to select one or more DFHV-licensed taxicab companies who have been granted operating authority as Digital Taxicab Solution (DTS) provider(s) to implement the Department's Business Transformation Grants. The Business Transformation Grants are to transform the for-hire industry with strategic and innovative initiatives and incentives to improve transportation equities, direct taxicabs to underserved communities, expand economic opportunities, solving problems within the for-hire industry that benefit the for-hire consumers, and further DC's sustainability goals. Transportation service may require the use of wheelchair accessible, electric vehicles (EV) and/or plug-in hybrid electric vehicle (PHEV). Specific tasks and deliverables are specific to each initiative within the Business Transformation Grants, and the prospective applicants are encouraged to fully research and understand the various requirements prior to applying. Grants opportunities under this RFA will encompass the following initiatives:

1. Transportation as-a-Service (TaaS)
2. Driver Earnings Boost (DEB)
3. Rebates for Wheelchair Accessible Vehicles (WAVs)
4. Green Rides (GR)
5. Other initiatives/programs that DFHV may develop or programs proposed by the applicants and approved by DFHV

C. GRANT MAKING AUTHORITY

Subject to regulatory requirements and amendments, the DFHV is authorized to provided grants to owners of licensed taxicabs legally operating and incorporated in the District for purposes outlined in D.C. Official Code § 50-301.20 (b) (1). The DFHV has additional authority under D.C. Official Code § 50-301.07 (a) and (c) (12).

¹ This is the correct initiative name. The NOFA of the FY 2019 Business Transformation Grants has stated this initiative incorrectly.

D. ELIGIBILITY APPLICANT

DFHV licensed Digital Taxicab Solution (DTS) providers only.

E. ELIGIBILITY CRITERIA

The District requires all grant recipients to meet the requirements listed below. To learn more about citywide grant requirements, visit the Office of Partnership and Grant's Citywide Grants Manual and Sourcebook (<https://opgs.dc.gov/book/citywide-grants-manual-and-sourcebook>).

1. **Clean Hands Certificate:** Compliance status will be checked by DFHV. Only compliant DTS providers at the time of submission will be forwarded to the panel for review.
2. **Promises, Certifications, and Assurances:** Appendix I must be signed and dated.
3. **Insurance Affidavit:** Appendix II must be signed and dated.
4. **IRS W-9 form.** A completed IRS (2017) form W-9.

F. APPLICATION PROCESS

Eligible applicants must complete and submit their application electronically via Quick Base. The application link can be found on the DFHV website at <https://dfhv.dc.gov/page/grant-funding>. DFHV will **not** accept applications submitted via hand delivery, mail or courier service. Late submissions and incomplete applications will not be reviewed.

Submission deadline is **4:00 EST** on **Wednesday, September 26, 2018.**

RESERVATIONS

Funding for any grant award is contingent on continued grantor funding. The publication of this grant application does not commit DFHV to make any awards.

DFHV reserves the right to issue addenda and/or amendments subsequent to the issuance of the NOFA and RFA and to rescind the NOFA or RFA.

DFHV may suspend or terminate an outstanding RFA pursuant to its own grant making rule(s) or any DFHV, District, or federal regulation or requirement.

DFHV reserves the right to accept or deny any or all applications if DFHV determines that it is in the best interest of the District to do so. The DFHV shall notify the applicant if it rejects the applicant's proposal. The DFHV may suspend or terminate an outstanding RFA pursuant to its own grantmaking rules(s) or any applicable federal regulation or requirement.

DFHV shall not be liable for any costs incurred by an applicant in the preparation of one or more grant applications for this Program. The applicant understands and agrees that all costs incurred in developing and preparing any grant application shall be the applicant's sole responsibility.

DFHV may conduct pre-award on-site visits to verify information submitted in a grant application.

DFHV serves as its own reference in evaluating applications. Applicants' performance in managing previous grants will be factored into grant decisions.

DFHV may enter into negotiations with an applicant and adopt a firm funding amount or other revision of the awardee's proposal that may result from the negotiations.

In the event of a conflict between the terms and conditions of the grant application and any applicable federal or local law or regulation, or any ambiguity related thereto, then the provisions of the applicable law or regulation shall control, and it shall be the responsibility of the applicant to ensure compliance.

G. PRE- APPLICATION INFORMATION SESSION

Applicants interested in learning more or those who have questions about this RFA are strongly encouraged to participate in the information session scheduled on **Wednesday, September 12, 2018 from 3:00 pm- 4:00 pm EST.**

The session will be held in DFHV's hearing room (2235 Shannon Place, SE, Washington DC 20020). A Government issued ID is required to enter the building.

Part 2: Pre-Qualification and Application

Applicant shall review each initiatives of the Business Transformation Grants under "H. INITIATIVES" section and provide a response to each of the following items under "I. REQUIRED RESPONSES FROM APPLICANT" section below, and submit any required documentation and/or information mentioned in this RFA and the DFHV's grant application portal. DFHV will be pre-qualifying and select DTS providers based on their responses to the criteria under "J. EVALUATION CRITERIA" section.

H. INITIATIVES

1. Introduce Transportation as-a-Service (TaaS) to Eliminate Transportation Barriers

A pilot program to improve transportation equity by treating transportation as a service (TaaS) particularly for underserved communities. TaaS to offer the means for mobility to any District residents who needs transportation to attend school, to get to work, or to make a medical appointment. Thus, TaaS can be quite meaningful by eliminating transportation barriers as DFHV develops policies and pilot programs to meet consumer needs. Transportation-as-a-Service relies on a digital platform that integrates end-to-end trip planning, booking, and payment across multiple modes. TaaS will improve access and coordination of transportation for residents who enroll in DFHV's DC Rides program. Residents in that program will be offered subsidized rides in for-hire vehicles.

2. Boost Driver Earnings to Promote Pathways to the Middle Class

Promote a pathway to the middle class for for-hire vehicle drivers by offering the Driver Earnings Boost (DEB) program. The DEB program will provide financial incentives to drivers who work for a minimum amount of time and receive great feedback from passengers. Other factors that DFHV may consider in providing the DEB program include driver safety record, number of complaints and participation in pilots that promote

transportation innovation and equity. DFHV may consider providing financial incentives to ensure the best drivers earn a minimum of up to \$25.00 per hour for participating in the program. Drivers interested in participating in the program will be required to enroll. Applicants may propose an enrollment mechanism, data analysis methodology, funding needed to boost earnings of a minimum of 10 drivers per quarter or accept to implement a DFHV designed program.

3. Improve access to WAV for Persons with Disabilities and Older Adults

Incentivize training and/or certification for all for-hire drivers for assisting and providing excellent service to wheelchair users. Drivers will receive rebates for completing training, receiving certification and central dispatching opportunities. Applicants will need to propose a training and curriculum structure that will attract WAV and non-WAV drivers throughout the industry.

4. Promote Green Rides

To further DC’s sustainability goals, DFHV will promote Green Rides by offering incentives as part of the Innovations Grants program. Passengers who ride in participating EV or PHEV taxicabs will receive discounted trips and DFHV will provide a bonus to the driver for completed trips. This program seeks to increase demand for EV or PHEV trips by passengers and also encourage more drivers to use EV or PHEV. Applicants may propose an innovative way to implement the green rides, data analysis methodology, reward structure for riders and drivers, funding needed or accept to implement a DFHV designed program.

5. Other initiatives/programs that DFHV may develop or programs proposed by the applicants and approved by DFHV

DFHV will post other new developed initiatives/programs and/or approved initiatives/programs (if any) proposed by the applicants on DFHV’s website. If Applicant is not proposing a new program/initiative to DFHV under the Business Transformation Grants, the Applicant do not need to address this initiative for the “I. REQUIRED RESPONSES FROM APPLICANT” section below. If Applicant is proposing a new program/initiative, please describe in details of the program/initiative, the benefits and propose needed funding amount.

I. REQUIRED RESPONSES FROM APPLICANT

- 1. Operational and Program Management:** Describe your proposed operational and program management plan for the Business Transformation Grants. Please include how your company documents performance of a project/program, manages drivers, relationship with street hail and dispatch customers, technical support, addresses operational issues, and handle any necessary program changes smoothly without any service interruption. Please also provide your proposed staffing model for managing the Business Transformation Grants if selected.
- 2. Recruitment, Communications and Training:** Describe your proposed driver recruitment strategy, deactivation policy when behavior is not consistent with a stated requirement, training and communications plans with your staff and drivers for the Business Transformation Grants. Please also state how often new and refresher training (program and equipment) will be

conducted, and how program changes will be communicated to the staff and driver effectively and timely.

3. **Quality of Service and Customer Service:** Describe your proposed customer service standards and how you will address low ride ratings (must include frequency) and customer service complaints in a timely manner for the Business Transformation Grants.
4. **Financial and Program Management:** Describe your proposed financial and program management plans to manage the grant budget for the Business Transformation Grants. Please include how you will track grant budget and spending to ensure compliance with the grant agreement(s) and do not exceed the purchase order amount(s). Please also include how you will submit timely invoice with required data and supporting documentation to DFHV.
5. **Program Implementation Approach:** Describe your proposed program implementation approach for each initiative listed under the Business Transformation Grants. Please include how you will kick-start the program, recruit and train the driver(s) including new drivers into the industry, sponsor a driver if necessary for grant purpose, and what you will develop or enhance your current operations to help each of the initiative to achieve success. You are not required to submit a description of the initiative listed as “Other initiatives/programs that DFHV may develop or programs proposed by the applicants and approved by DFHV” if you are not proposing a new program.

J. EVALUATION CRITERIA

1. **Operational and Program Management** – evaluate how well is the Applicant’s operational and program management plan for the Business Transformation Grants which includes staffing model and how Applicant will document performance of a project/program, manage drivers, relationship with street hail and dispatch customers, technical support, address operational issues, and handle any necessary program changes smoothly without any service interruption. (20 points)
2. **Recruitment, Communications and Training** - evaluate how well are the Applicant’s proposed driver recruitment strategy, deactivation policy when behavior is not consistent with a stated requirement, training and communications plans with their staff and drivers for the Business Transformation Grants. (15 points)
3. **Quality of Service and Customer Service** – evaluate how well is the Applicant’s proposed customer service standards and how the Applicant will address low ride ratings and customer service complaints in a timely manner for the Business Transformation Grants. (15 points)
4. **Financial and Program Management** – evaluate how well are the Applicant’s proposed financial and program management plans to manage the grant budget for the Business Transformation Grants which include grant budget and expenditure tracking to ensure compliance with the grant agreements and not to exceed the purchase order amount(s), and timely submission of invoice with required data and supporting documentation to DFHV. (20 points)

5. **Program Implementation Approach** – evaluate if Applicant is able to demonstrate a thorough understanding of all initiatives and describe a good implementation approach for each initiative. Describe your proposed program implementation approach for each initiative listed under the Business Transformation Grants. Please include how you will kick-start the program, recruit and train the driver(s) including new drivers into the industry, sponsor a driver if necessary for grant purpose, and what you will develop or enhance your current operations to help each of the initiative to achieve success. You are not required to submit a description of the initiative listed as “Other initiatives/programs that DFHV may develop or programs proposed by the applicants and approved by DFHV” if you are not proposing a new program. (30 points)

5. Part 3: Award Information

- A. **Permissible Use of Grant Funds** - Grantees may use grant funds only for allowable grant project expenditures. Grant funds will be provided on a reimbursement basis, except that an advance of funds may be provided in limited circumstances with prior written approval from the DFHV.
- B. **Period of Awards:** The performance period will begin in **October 2018 and end on September 30, 2019 for FY 2019**. DFHV may elect to continue the funding programs for an additional period of up to three years. Continued funding would be determined based upon satisfactory program performance, grant compliance, the availability of funding, and regulatory requirements.
- C. **Non-Allowable Costs of Grant Funds** - Non-Allowable Costs for this Grant include for such long-term items as real estate, and other expenditures including:
 1. Lobbying, including salaries and overhead and out-of-pocket expenses;
 2. Entertainment;
 3. Most food;
 4. Land purchases;
 5. Rental of office space, some vehicles, and some equipment;
 6. Employee salaries and benefits;
 7. Contractor labor, including professional services;
 8. Accounting and bookkeeping services;
 9. Communications, including telephone and data services;
 10. Printing, reproduction, including signage;
 11. Many computers and printers;
 12. Plants and tree-plantings;
 13. Small tools;
 14. Some field equipment, typically below \$5,000 in value;
 15. Postage, shipping;
 16. Some travel, meals and lodging; and
 17. Insurance

APPENDIX I: PROMISES, CERTIFICATIONS, AND ASSURANCES

Certifications Regarding Lobbying, Debarment, and Suspension, Other Responsibility Matters, and Requirements for a Drug-Free Workplace

Grantees should refer to the regulations cited below to determine the certification to which they are required to attest. Grantees should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact.

1. **Lobbying**

As required by Section 1352, Title 31 of the U.S. Code and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the Grantee certifies that:

- (a) No Federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress; an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -III, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers including subgrants, contracts under grants and cooperative agreements, and subcontracts and that all sub-recipients shall certify and disclose accordingly;
- (d) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -III, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (e) The undersigned shall require that the language of this certification be included in

the award documents for all sub awards at all tiers including subgrants, contracts under grants and cooperative agreements, and subcontracts and that all sub-recipients shall certify and disclose accordingly.

2. Debarments and Suspension, and Other Responsibility Matters

As required by Executive Order 12549, "Debarment and Suspension," and implemented by 2 CFR 180, for prospective participants in primary covered transactions and is not proposed for debarment or presently debarred as a result of any actions by the District of Columbia Contract Appeals Board, the Office of Contracting and Procurement, or any other District contract regulating Agency

The Grantee certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public Federal, State, or local transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) That the applicant is not proposed for debarment or presently debarred, suspended, or declared ineligible; and
- (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default; and

Where the Grantee is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. Drug-Free Workplace (Awardees Other Than Individuals)

As required by the Drug Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F. for Awardee as defined at 28 CFR Part 67 Sections 67.615 and 67.620:

The Grantee certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- (b) Establishing an on-going drug-free awareness program to inform employee's about the

dangers of drug abuse in the workplace; the Grantee's policy of maintaining a drug-free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee would abide by the terms of the statement; **and** notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
- (e) Notifying the agency, in writing, within ten (10) calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title to: The DC Department of For-Hire Vehicles Driver Services, D.C. Department of For-Hire Vehicles, 2235 Shannon Place, SE, Suite 3001, Washington DC 20020. Notice shall include the identification number(s) of each effected grant.
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted ---
 - i. Taking appropriate personnel action against such an employee, up to and incising termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by Federal, State, or local health, law enforcement, or other appropriate agency.
 - iii. Making a good faith effort to continue to maintain a drug-free workplace through implementation of the above paragraphs.
- (g) The Grantee may insert in the space provided below the sites) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Drug-Free Workplace Requirements (Awardees who are Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, subpart F, for Awardees as defined at 28 CFR Part 67; Sections 67615 and 67.620-

- (h) As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- (i) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within ten (10) calendar days of the conviction, to: District of Columbia Department of For-Hire Vehicles, 2235 Shannon Place, SE, Suite 3001 Washington, DC 20020.

4. ASSURANCES AND CERTIFICATIONS

ASSURANCES

- Funding for this award is contingent on continued funding from the grantor. The RFA does not commit the Agency to make an award.
- The Agency reserves the right to accept or deny any or all applications if the Agency determines it is in the best interest of the Agency to do so.
- The Agency shall notify the applicant if it rejects that applicant's proposal.
- The Agency may suspend or terminate an outstanding RFA pursuant to its own grant making rule(s) or any applicable federal regulation or requirement.
- The Agency reserves the right to issue addenda and/or amendments subsequent to the issuance of the RFA, or to rescind the RFA.
- The Agency shall not be liable for any costs incurred in the preparation of applications in response to the RFA. Applicant agrees that all costs incurred in developing the application are the applicant's sole responsibility.
- The Agency may conduct pre-award on-site visits to verify information submitted in the application and to determine if the applicant's facilities are appropriate for the services intended.
- The Agency may enter into negotiations with an applicant and adopt a firm funding amount or other revision of the applicant's proposal that may result from negotiations.
- The Agency shall provide the citations to the statute and implementing regulations that authorize the grant or subgrant; any applicable federal and District regulations, such as OMB Circulars A- 102, A-133, 2 CFR 180, 2 CFR 225, 2 CFR 220, and 2 CFR 215; payment provisions identifying how the grantee will be paid for performing under the award; reporting requirements, including programmatic, financial and any special reports required by the granting Agency; and compliance conditions that must be met by the grantee.
- If there are any conflicts between the terms and conditions of the RFA and any applicable federal or local law or regulation, or any ambiguity related thereto, then the provisions of the applicable law or regulation shall control and it shall be the responsibility of the applicant to ensure compliance.
- Statement of certification signed by the duly authorized officer of the applicant organization, the truth of which is sworn or attested to by the applicant, which states:
 - The individuals, by name, title, address, and phone number who are authorized to negotiate with the Agency on behalf of the organization;
 - That the applicant is able to maintain adequate files and records and can and will meet all reporting requirements;
 - That all fiscal records are kept in accordance with Generally Accepted Accounting Principles ("GAAP") and account for all funds, tangible assets, revenue, and expenditures whatsoever; that all fiscal records are accurate, complete and current at all times; and that these records will be made available for audit and inspection as required;
 - That the applicant is current on payment of all federal and District taxes, including Unemployment Insurance taxes and Workers' Compensation premiums. This statement of certification shall be accompanied by a certificate from the District of Columbia Office of Tax

and Revenue (“OTR”) stating that the entity has complied with the filing requirements of District of Columbia tax laws and has paid taxes due to the District of Columbia, or is in compliance with any payment agreement with OTR;

- That the applicant has the demonstrated administrative and financial capability to provide and manage the proposed services and ensure an adequate administrative, performance and audit trail;
- That, if required by the grant making Agency, the applicant is able to secure a bond, in an amount not less than the total amount of the funds awarded, against losses of money and other property caused by fraudulent or dishonest act committed by any employee, board member, officer, partner, shareholder, or trainee;
- That the applicant is not proposed for debarment or presently debarred, suspended, or declared ineligible, as required by Executive Order 12549, “Debarment and Suspension,” and implemented by 2 CFR 180, for prospective participants in primary covered transactions (<https://www.sam.gov/index.html/#1>) and is not proposed for debarment or presently debarred as a result of any actions by the District of Columbia Contract Appeals Board, the Office of Contracting and Procurement, or any other District contract regulating Agency;
- That the applicant has the financial resources and technical expertise necessary for the production, construction, equipment, and facilities adequate to perform the grant or the ability to obtain them;
- That the applicant has the ability to comply with the required or proposed delivery or performance schedule, taking into consideration all existing and reasonably expected commercial and governmental business commitments;
- That the applicant has a satisfactory record performing similar activity as detailed in the award or, if the grant award is intended to encourage the development and support of organizations without significant previous experience, that the applicant has otherwise established that it has the skills and resources necessary to perform the grant. In this connection, Agencies may report their experience with an applicant’s performance to the Office of Partnerships and Grant Services (“OPGS”) which shall collect such reports and make the same available on its intranet website;
- That the applicant has a satisfactory record of integrity and business ethics;
- That the applicant has the necessary organization, experience, accounting and operational controls, and technical skills to implement the grant, or the ability to obtain them;
- That the applicant complies with all District licensing and tax laws and regulations;
- That the applicant complies with provisions of the Drug-Free Workplace Act;
- That the applicant meets all other qualifications and eligibility criteria necessary to receive an award under applicable laws and regulations; and

The grantee agrees to indemnify, defend and hold harmless the Government of the District of Columbia and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages, and/or liability arising out of this grant from any cause whatsoever, including the acts, errors or omissions of any person and for any costs or expenses incurred by the District on account of any claim therefore, except where such indemnification is prohibited by law.

[Signature on next page]

As the duly authorized representative of the applicant/grantee organization, I hereby certify that the applicant or Grantee, if awarded, will comply with the above certifications.

Applicant/Grantee Name

Street Address

City

State

Zip Code

Application Number and/or Project Name

Grantee IRS/Vendor Number

Typed Name and Title of Authorized Representative

Signature

Date

APPENDIX II: INSURANCE POLICIES AFFIDAVIT

Insurance Policies Affidavit

As the duly authorized officer of _____, a _____ [LLC, corporation, etc.] (“Applicant”), with a business address of _____, an applicant for the _____ Grant with the Department of For-Hire Vehicles “DFHV”), I certify that the following are the names of the Applicant’s current insurance carriers with the type of insurance coverage under each policy:

Insurance Carrier	Type of Coverage
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

By signing this form, the Applicant agrees that if DFHV decides to award Applicant a grant under this Grant Program/RFA, Applicant will provide DFHV with the following insurance documents if requested:

- i) A copy of the binder or cover sheet of each current policy that covers activities that might be undertaken in connection with the performance of the grant;
- ii) Endorsements for each of these policies - except for Worker’s Compensation, Errors and Omissions, and Professional Liabilities – that name the Government of the District of Columbia and its officers, employees, agents, and volunteers as additional named insured for liability arising out of performance of the award; and
- iii) A written waiver of subrogation against the Government of the District of Columbia and its officers, employees, agents, volunteers, contractors, and subcontractors from each of the applicant’s insurance carriers providing coverage for activities that might be undertaken in connection with the performance of the grant.

Applicant Name

Date