



Informal Request for Quotes

ISSUE DATE: April 14, 2026

QUOTE DUE DATE AND TIME: **April 28, 2026 12:00 pm LOCAL TIME**

(The time of receipt shall be governed by the clock at the address below)

School Transportation Routing Software

ISSUED BY: **SALEM CITY SCHOOLS
SALEM, VIRGINIA**

Signed and sealed quotes should be clearly marked on the outside envelope **“School Transportation Routing Software Quote Due April 28, 2026 by 12:00 pm”** and delivered or mailed to:

Mandy C. Hall
Chief Financial Officer
Salem City Schools
510 South College Avenue
Salem, Virginia 24153
Phone (540) 389-0130
E-mail: mhall@salem.k12.va.us

Purchasing inquiries may also be made to the above contact person and phone number. No phone, email, fax or oral quotes will be accepted.

I. PURPOSE

The purpose of this Request for Quotes (RFQ) and resulting contract is to solicit quotes from a qualified company to provide and implement a software system to assist with school transportation routing needs and related features to possibly include the following desires and specifications:

- Prefer cloud-based product that is hosted by the vendor.
- Vendor must provide for security of school division and student data.
- Product must provide back up of routing data.
- Prefer a product that contains a Parent Portal at no additional cost to the base contract/subscription. Parents will need to be able to find out bus stop information for their students through such a portal.
- Prefer a product with the ability for the transportation department to send notifications to parents about delayed buses, bus changes, route changes, and similar information.
- Prefer a product that updates maps automatically on a regular frequency.
- Prefer a product with easy to read and/or editable route sheets for drivers.
- Product must allow for adjustment of school start/bell times.
- Quote should include online and/or onsite training for users and technical support for staff.
- Product must allow for multiple users at the transportation office level and at each school office level.
- Prefer a product that allows for flexible student transportation schedules to include split custody situations, daycare am/pm, alternate weeks, months, specific days.
- Prefer a product that allows for flexible student transportation schedules to include partial school days, different bus and/or other transportation department vehicles (such as vans) to and from school.
- Prefer a product with mobile/app options.
- Product should have proven integrations with PowerSchool that are automated.
- Ensure the system is well supported by the vendor.
- Enhanced with updates by the vendor regularly.
- Should be customizable to meet the unique and ever-changing needs of our division.
- Should have the capability to provide software and devices (such as tablets), that monitor GPS navigation, and real-time connectivity to bus, driver and student information systems.

Three (3) copies of the quote are required (with one of these copies being unbound) and must be submitted as indicated on the cover page of the RFQ.

II. BACKGROUND

The software should be suitable for a school division with approximately 4,000 students. There is one high school, one middle school, and four elementary schools for a total of six main sites and multiple student destination sites such as those for special needs students. There are different start times and routes for each level (high, middle, elementary).

Current Hardware/Software Environment:

Salem City Schools utilizes a standard TCP/IP network leveraging Microsoft Windows 2022 and 2019 Server platforms. Our 8 buildings are connected via fiber optic cables running at 10 gigabits per second (Gbps) uplink speeds. Network speeds within the buildings are primarily 1 Gbps, with some outlier devices utilizing 10 Gbps and 100 Mbps. All buildings share a single fiber optic internet connection at the data center that operates at 2 Gbps.

III. STATEMENT OF NEEDS

General Requirements:

- A. The offeror must be an established entity and have a proven client base and a proven software product.
- B. The successful offeror shall furnish a sample proposed contract
- C. The specifications, general conditions following, the quote and the contract agreement, form the contract and they shall be fully part of the contract, as if thereto attached, or therein repeated.
- D. Right is reserved by the school division to accept or reject any or all Quotes, and waive informalities therein.

IV. SCOPE OF WORK

The successful offeror will provide software and necessary implementation services for a product which meets the desired needs listed above under statement of purpose and on-going support as needed.

V. CALENDAR OF EVENTS

The following is a tentative outline of the schedule for selecting an:

- RFQ posted and mailed as needed April 14, 2026
- **RFQ responses due** **April 28, 2026 @ 12:00 pm**
- Responses evaluated April 29-30, 2026
- Conduct discussions and software demos May 4-7, 2026
- Notice of Intent to Award Posted May 8, 2026
- Award quote and sign contract May 19, 2026
- Contract start date July 1, 2026
- Training timeframe (as applicable) July 1-31, 2026
- System implemented August 1, 2026

NOTE: Questions will be accepted up to April 21, 2026 at 4:00 pm. The final addendum will be issued at that point, if needed.

VI. GENERAL TERMS, CONDITIONS, AND INSTRUCTIONS - READ CAREFULLY - FAILURE TO COMPLY WITH EACH AND EVERY PROVISION OF THIS QUOTE AND THE SPECIFICATIONS ARE GROUNDS TO DISQUALIFY A PROPOSER.

Wherever the term Salem City or Schools is used, it is understood to include the Salem City School Board. Salem City Schools does not discriminate against faith-based organizations in accordance with the Code of Virginia, Section 2.2-4343.1. The offeror shall cooperate with school officials in performing the contract to insure minimal interference with the normal school program.

By submitting a quote, the Offeror represents that they have read and understood the requirements and goods or services being requested including applicable laws and regulations. The failure of an Offeror to receive or examine any form, addendum, or other documents shall in no way relieve the offeror from any obligations with respect to the quote or any resulting contract.

Salem City Schools shall provide the mechanism for the evaluation of all information received. The school district reserves the right to make the final determination of responsible Offerors and to waive informalities and/or irregularities and to accept or reject any or all offers. Quotes shall be as thorough and detailed as possible so that the school district may properly evaluate the capabilities of the Offeror to provide the required services. It is not the intent of the specifications to be proprietary, or to exclude any individual, business or firm. Justification for purchase will be made on what is determined to be the best interest of Salem City Schools as determined by the Salem City School Board's Chief Financial Officer regardless of price, quality or any other factors.

Individuals with disabilities, who require assistance or special arrangements in order to participate in quoting, please contact us. We require that you provide at least 48 hours' notice so that reasonable efforts may be made to provide the proper arrangements. You may be requested to specify the nature of any accommodation or assistance, which may be required for your participation.

NO CONTACT POLICY

After the date and time established for receipt of quotes by the school district, any contact initiated by any Offeror with any School representative, other than the purchasing representative listed herein, concerning this request for quotes is prohibited. Any such unauthorized contact may cause disqualification of the Offeror from this procurement transaction.

REFERENCES

All Offerors shall include a list of three (3) references, from school districts and/or similar projects only, who could attest to the firm's knowledge, quality of work, timeliness, diligence, flexibility, and overall expertise. Include names, contact persons, email addresses, and phone

numbers of all references on the attached form.

References may or may not be reviewed or contacted at the discretion of the school district. Typically, only references of the top ranked short-listed Offeror or Offerors are contacted. The school district reserves the right to contact references other than, and/or in addition to, those furnished by an Offeror.

BASIS FOR AWARD

Information and/or factors gathered during interviews, negotiations and any reference checks, in addition to the evaluation criteria stated in the RFP, and any other information or factors deemed relevant by the school district, shall be utilized in the final award. Respondents are encouraged to submit quotes that the respondent feels best meets the needs of Salem City Schools. The school district will make the final determination of the quote that best meets the needs of Salem City Schools.

COOPERATIVE PROCUREMENT

The procurement of goods and/or services provided for in this Invitation for Quote is being conducted pursuant to Virginia Code, Section 2.2-4304.

Therefore, the Offeror is advised, and by submitting a response to this procurement, such Offeror agrees that any resulting contract from this procurement may in addition to the Salem City Schools, may also be extended to other public agencies or bodies in the Commonwealth of Virginia to permit those public agencies or bodies to purchase such goods and/or services at contract prices, in accordance with the terms, conditions, and specifications of this procurement. The successful Offeror shall deal directly with each public agency or body seeking to obtain any goods and/or services pursuant to any contract that may result from this procurement and in accordance with Virginia Code, Section 2.2-4304.

Salem City Schools shall not be responsible or liable for any costs, expenses, or any other matters of any type to either the successful Offeror or the public agency or body seeking to obtain any goods and/or services pursuant to this cooperative procurement provision.

PRICES TO BE FIRM:

The proposer warrants, by virtue of quote, that the prices, terms and conditions quoted in his quote will be firm for a period of 60 days from the date the quotes are due. Net 30 after receipt of invoice. Price should include shipping.

INVOICES:

The vendor must send all invoices directly to the payment address shown on the purchase order/contract and must submit invoices for the items ordered, delivered and accepted by Salem City. All invoices must show the purchase order/contract number. All vendors need to be properly registered as a payment vendor for the City in order to receive payment and not as an employee of the school division. All vendors previously registered are still in the system as a payment vendor. If no prior business had been conducted, please provide a W-9 form with quote.

DEFAULT PROVISION:

In case of default by the vendor, the Schools shall have the sole discretion to procure the articles or services from other sources. The defaulting vendor shall be liable for any and all costs in excess of the contract price occasioned by or resulting from such default whether directly or indirectly, which sums may be paid or credited from any forfeited bond or other security. Upon written notice, the vendor will have 20 calendar days to remedy the default.

PRICING:

In the event of discrepancy between the total pricing and unit prices, the Schools in its sole discretion, shall determine the quote price.

QUOTE:

A quote may be withdrawn or modified prior to the time and date set for the receipt of quotes. The offeror shall notify the school division of its intent in writing. If a change in the quote is requested, the modification must be worded to clearly indicate the new amount and to not reveal the original amount. Modified or withdrawn quotes may be resubmitted to the Chief Financial Officer up to the time and date set for receipt of quotes. No quote can be withdrawn after the time set for the receipt of quotes and for sixty (60) days thereafter.

Any material changes to the quote by the school division will be made in writing and distributed by facsimile or mail. Each offeror is responsible for determining that all addenda have been received before submitting the quote.

COPYRIGHTS OR PATENT RIGHTS:

The offeror warrants that there have been no violations of copyrights or patent rights in the manufacture, production or sale of the goods shipped or ordered as a result of this quote. The offeror agrees that Salem City Schools shall be indemnified and held harmless from any and all liability or expense occasioned by any such violations.

FEES INCLUDED IN QUOTE PRICE:

Submitted quotes shall include in the price, the cost of any Business and/or Professional licenses, permits or fees as required by law.

TAX EXEMPTION:

Salem City Schools is exempt from any taxes imposed by State and/or Federal Government. Upon notification, the Schools will furnish a certificate of tax exemption.

CERTIFICATION AND ABILITY:

Salem City Schools reserves the right to request from the proposer, a separate manufacturer's certification of all statements made in the quote. The Schools may request any or all proposers to furnish proof of experience, ability and financial standing.

SIGNED QUOTE CONSIDERED AN OFFER:

This RFP must be signed as herein provided. Submission of this signed RFP shall be considered an offer by the proposer or contractor to sell the items or services as required in the specifications. All quotes are subject to approval by the Salem City School Board. In the case of default by the proposer or contractor after acceptance, the Salem City School Board

may take such action, as it deems appropriate, including forfeiture of any and all bonds or security and legal action for damages or specific performance.

COMPLIANCE WITH LAWS:

The proposer is responsible for compliance with all Local, State and/or Federal laws and regulations. Salem City Schools shall be held harmless from any liability.

AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA:

A vendor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law. Any business entity described herein that enters into a Contract with Salem City Schools pursuant to the Virginia Public Procurement Act 2.2-4300 et seq. shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 of Title 50 of the Code of Virginia, to be revoked or cancelled at any time during the term of the Contract. The Schools may void any Contract with a business entity if the business entity fails to remain in compliance with the provision of this section.

By my signature on this solicitation, I certify compliance with federal, state, and local laws and regulations applicable to the performance of the services described herein.

ACCEPTANCE OR REJECTION OF QUOTES:

Salem City Schools reserves the right to accept or reject any or all quotes/offers. The Schools also reserve the right to award the contract for any such materials, goods or services the Schools deem will best serve its interest. It further reserves the right to award the contract on a split order basis, lump sum or individual basis, or such combination as shall best serve the interest of the Schools. Salem City Schools reserves the right to make a site visit to the facility prior to quote award.

RULING LAW:

This RFP and any contract executed pursuant hereto of which this RFP shall be an internal part shall be governed, controlled and interpreted in accordance with the laws of the Commonwealth of Virginia without reference to its conflict of law principles. Each party to such contract shall thereby submit to the exclusive jurisdiction of the Circuit Court of the City of Salem or, in the event that jurisdiction is authorized, to the United States District Court for the Western District of Virginia, sitting at Roanoke, Virginia.

NONDISCRIMINATION PROVISIONS:

During the performance of this contract, the vendor will not discriminate against any employee or applicant for employment because of age, race, religion, color, sex or national origin, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the vendor. The vendor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting for the provisions of this nondiscrimination clause. The vendor, in all solicitations or advertisements for employees placed by or on behalf of the vendor, will state that such vendor is an equal

opportunity employer. The offeror shall include the provision of the foregoing paragraph in every purchase order over \$10,000 so that the provisions will be binding upon each vendor.

ANTI-DISCRIMINATION:

By submitting their quotes, respondents/offerors certify to the Commonwealth that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the *Virginia Public Procurement Act (VPPS)*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious beliefs, refusal to participate in a religious practice, or on the basis of race, age, color, gender, or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; if the faith-based organization segregates public funds into separate accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia, § 2.2-4343.1E*).

In every contract over \$10,000 the provisions in 1, and 2 below apply:

1. During the performance of this contract, the contractor agrees as follows:
 - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - b. The contractor, in all solicitations or advertisements for employment placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
 - c. Notices, advertisements and solicitations placed in accordance with federal law, rule of regulation shall be deemed sufficient for the purpose of meeting these requirements.
2. The contractor will include the provisions of 1 above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

NONDISCRIMINATION OF CONTRACTORS:

A respondent, offeror, or contractor shall not be discriminated against in the solicitation or award of this contract because of race religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment or because the respondent or offeror employs ex-offenders unless the state agency, department or institution has made a written determination that employing ex-offenders on the specific contract is not in its best interest. If the award of this contract is made to a faith-based organization and individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods,

services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternate provider.

SPECIAL INSTRUCTIONS:

ANTITRUST

By entering into a contract, the Offeror conveys, sells, assigns and transfers to Salem City Schools all rights, title, and interest in and to all causes of the action it may now or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by Salem City Schools under said contract.

AVAILABILITY OF FUNDS

It is understood and agreed between the parties herein that Salem City Schools shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this contract.

ASSIGNMENT OF CONTRACT

A contract shall not be assignable in whole or in part without the written consent of Salem City Schools.

IMMIGRATION REFORM AND CONTROL ACT OF 1986:

By signing this quote, the proposer certifies that the firm does not and will not during the performance of this contract employ illegal alien workers or otherwise violate the Federal Immigration Reform and Control Act of 1986.

ANTI-COLLUSION CERTIFICATION:

By my signature on the face of this quote, I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a quote for the same materials, supplies, equipment, or services, and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of the Governmental Frauds Act and Federal Law and can result in fines, prison sentences, and civil damage awards. I agree to bid by all conditions of this quote and certify that I am authorized to sign this quote for the proposer.

KICKBACKS

I certify and warrant that by my signature on this solicitation, neither I nor the Offeror for whom I am authorized to act has offered or received any kickback from any other Offeror, supplier, manufacturer, or Subcontractor in connection with quote on this contract, Subcontractor in order, in the form of any payment, loan, subscription, advance, deposit of money, services or anything, present or promised, unless consideration of substantially equal or greater value is exchanged. Further, no person shall demand or receive any payment, loan, subscription, advance, and deposit of money, service, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is exchanged.

DEBARMENT

By my signature on this solicitation, I certify that this person/firm/corporation is not currently barred from bidding on contracts by any agency of the Commonwealth of Virginia or the federal government of the United States of America, nor is this person/firm/corporation a part of any firm/corporation that is currently barred from bidding on contracts by any agency of the Commonwealth of Virginia or the federal government of the United States of America. I have attached an explanation of the previous debarment(s) and copies of notice(s) of reinstatement(s).

INDEMNIFICATION

To the fullest extent permitted by law, the Vendor shall indemnify and hold harmless Salem City Schools and their agents and employees from and against all claims, damages, losses and expenses, including but not limited to, attorneys' fees, arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from, and (2) is caused in whole or in part by any negligent act or omission of the Vendor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph.

The school district cannot legally agree to any clause indemnifying the Vendor from any damages arising out of the contract or holding the Vendor harmless. The submission of a quote or quote means that the Vendor agrees not to request such language in the resulting contract.

CONTRACT

Any contract resulting from this quote shall consist of the following documents: the General Terms and Conditions and the Specifications, both of which are contained in the Request for Quote, together with the Offeror's response, which consists of this document, the Price Schedule and other related documents attached hereto or submitted with this Request for Quote. The City of Salem Schools reserve the right to terminate the contract/purchase order immediately in the event the contractor discontinues or abandons operation, if it is adjudged bankrupt, or is reorganized under any bankruptcy law, or fails to maintain adequate insurance.

The City of Salem Schools reserves the right to cancel and terminate any resulting contract upon ninety (90) day written notice to the contractor. Any contract cancellation notice will not relieve the contractor of the obligation to deliver and /or perform all services prior to the effective date of cancellation. Cancellation of the contract would become effective the ninety-first day after notification.

The contract between a school service provider and the School Board shall require the school service provider:

1. To provide clear and easy-to-understand information about the types of student personal information it collects through any school service and how it maintains, uses or shares such student personal information
2. To maintain a policy for the privacy of student personal information for each school service and provide prominent notice before making material changes to its policy for the privacy of student personal information for the relevant school service
3. To maintain a comprehensive information security program that is reasonably designed to protect the security, privacy, confidentiality and integrity of student personal information and makes use of appropriate administrative, technological and physical safeguards
4. To facilitate access to and correction of student personal information by each student whose student personal information has been collected, maintained, used or shared by the school service provider, or by such student's parent, either directly or through the student's school or teacher
5. To collect, maintain, use and share student personal information only with the consent of the student or, if the student is less than 18 years of age, his parent or for the purposes authorized in the contract between the School Board and the school service provider
6. When it collects student personal information directly from the student, to obtain the consent of the student or, if the student is less than 18 years of age, his parent before using student personal information in a manner that is inconsistent with its policy for the privacy of student personal information for the relevant school service, and when it collects student personal information from an individual or entity other than the student, to obtain the consent of the school division before using student personal information in a manner that is inconsistent with its policy for the privacy of student personal information for the relevant school service
7. To require any successor entity or third party with whom it contracts to abide by its policy for the privacy of student personal information and comprehensive information security program before accessing student personal information
8. Upon the request of the school or School Board, the school service provider will delete student personal information within a reasonable period of time after such request unless the student or, if the student is less than 18 years of age, his parent consents to the maintenance of the student personal information by the school service provider.

The contract will also prohibit the school service provider from knowingly:

1. using or sharing any student personal information for the purpose of targeted advertising to students
2. using or sharing any student personal information to create a personal profile of a student other than for elementary and secondary school purposes authorized by the school division, with the consent of the student or, if the student is less than 18 years of age, his parent, or as otherwise authorized in the contract between the school division and the school service provider
3. selling student personal information

VII. QUOTE RESPONSE FORMAT

Any organized and readable format is acceptable as long as it includes:

- *Company description*
- *Software description and detailed functionality description and report listing*
- *Implementation plan—what the vendor does and what the school system has to do and when*
- *How training is provided*
- *How support is provided*
- *Hardware and software minimum requirements*
- *How current data can be imported*
- *How to schedule an on-line or in-person demo*
- *Non-binding cost Quote to indicate cost to purchase and cost of annual maintenance and implementation cost, if any*
- *Sample contract with typical terms*
- *3 client references we can call*

NOTICE OF PROPRIETARY INFORMATION FORM
RFQ for Transportation Routing Software

Confidentiality References Protection in Accordance with the Code of Virginia, Section 2.2-4342

Section Title	Page #	Reason(s) for Withholding from Disclosure

INSTRUCTIONS: Identify the data or other materials to be protected and state the reasons by using the codes listed below. Indicate the specific words, figures, or paragraphs that constitute trade secrets or proprietary materials. The classification of an entire quote or Quote document, line-item prices, and/or total quote or Quote prices as proprietary or trade secret is not acceptable and will result in rejection of the quote or Quote.

- A) This page contains information relating to "trade secrets", and "proprietary information" including processes. Operations, style of work, or apparatus. Identify confidential statistical data. Amount or source of any income...of any person (or) partnership. See Virginia Public Procurement Act. Section 2.2-4342. Unauthorized disclosure of such information would violate the Trade Secrets Act 18 U.S.C. 1905.

- B) This page contains proprietary information including confidential, commercial or financial information, which was provided to the Government on a voluntary basis and is of the type that would not customarily release to the public. See Virginia Public Procurement Act, Section 2.2-4342; 5 U.S.C. 552 (b) (4); 12 C.F.R. 309.5(c) (4).

- C) This page contains proprietary information including confidential, commercial or financial information. The disclosure of such information would cause substantial harm to competitive position and impair the Government's ability to obtain necessary information from contractors in the future. 5 U.S.C. See Virginia Public Procurement Act. Section 2.2-4342; 552 (b) (4); 12 C.F.R. 309.5(c) (4).4342; 552 (b) (4); 12 C.F.R. 309.5 (c) (4).

SIGNATURE SHEET
RFQ for Transportation Routing Software

SUBMIT A COMPLETED COPY OF THIS PAGE WITH QUOTE

By signing this certification, the proposer indicates an understanding of the requirements and acceptance of the terms and conditions of the quote.

DATE _____

PAYMENT TERMS – NET 30

COMPANY NAME _____

ADDRESS _____

PHONE NUMBER _____

FAX NUMBER _____

E-MAIL _____

FEIN _____

VA BUSINESS LICENSE NUMBER _____

STATE CONTRACTORS NUMBER (IF APPLICABLE) _____

VIRGINIA SCC NUMBER OR STATEMENT DESCRIBING WHY FIRM IS NOT REQUIRED TO BE SO AUTHORIZED PER VA CODE § 2.2-4311.2

SIGNATURE _____ DATE _____

NAME _____ TITLE _____

**** This Signature Sheet must be completed and returned with your quote****

REFERENCE FORM
RFQ for Transportation Routing Software

Name of Entity _____

Contact _____ Telephone _____

Email _____ Length of Business Relationship _____

Name of Entity _____

Contact _____ Telephone _____

Email _____ Length of Business Relationship _____

Name of Entity _____

Contact _____ Telephone _____

Email _____ Length of Business Relationship _____
