



# Onsite Interpreter Services

**NOTICE OF REQUEST FOR PROPOSAL (RFP)**

**JANUARY 9, 2026**

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## SECTION I: KERN HEALTH SYSTEMS BACKGROUND

### A. Kern Health Systems Background

KHS is a public agency formed under Section 14087.38 of the California Welfare and Institutions Code. KHS began full operations on September 1, 1996. KHS serves an estimated 400,000 Medi-Cal beneficiaries in Kern County. Medi-Cal is a jointly funded, Federal-State health insurance program. KHS has expanded its services to a Dual Special Needs Program, Medicare/Medi-Cal plan which will be effective January 1, 2026, and we anticipate both to grow significantly in memberships.

*Kern Health Systems can be located on the following link: [Home | Kern Family Health Care](#)*

### B. Statement of Purpose

This RFP contains a list of requirements for Onsite Interpreter Services for KHS.

KHS is soliciting responses from qualified Bidders to address the stated requirements of this RFP. A qualified Bidder, for the purpose of this RFP, is one that can reliably provide the required services to KHS and perform to the satisfaction of KHS and its regulators for the entire term of the agreement.

Upon receipt of this RFP, recipients are expected to read and understand the service priorities and requirements that have been defined by KHS. Ample opportunity will be given to ask questions and receive clarification. The final Proposal submitted, should include all appropriate goods and services required to satisfy the identified priorities and requirements. KHS will look to the selected vendor for technical compatibility of components and application requirements satisfaction during the entire term of the agreement.

KHS management would prefer to have an ongoing relationship with the chosen Bidder. The character and operating principles of the successful Bidder are important to KHS management. The following RFP package asks questions about the history and purpose of the Bidder's company. Please answer the specific questions. If additional information would be informative to KHS management, please add it to the last question in each section.

## **SECTION II: INSTRUCTIONS AND CONDITIONS**

### **A. Instructions and Conditions**

#### **1. Definitions**

- 1.1.** As used herein, “RFP” means “Request for Proposal.”
- 1.2.** As used herein, “KHS” means “Kern Health Systems.”

#### **2. Examination of Proposal Documents**

- 2.1. Before submitting a Proposal, each Bidder is expected to thoroughly examine the specifications in the Attachments, and all other related contractual documents included in this RFP, including subsequent amendments to the RFP. Failure to do so will be at the Bidder’s risk and will not bar the Bidder’s obligation to perform if a contract is awarded pursuant to this RFP.
- 2.2. Each Bidder must be satisfied by personal examination and by such other means as it may prefer, as to the actual conditions and requirements under which the contract will be performed.

#### **3. Amendments**

Bidders are advised that KHS reserves the right to amend the requirements and timeline of this RFP. Any changes to the RFP will be amended and published on KHS’s website. A notification may be sent to all Bidders known to have received a copy of the RFP. This may be done via e-mail, or other method as determined by KHS.

In the event an Amendment is warranted, bidders are requested to acknowledge receipt of amendments to the RFP. This may be done acknowledging receipt of the amendment via email.

#### **4. Cancellation of RFP**

- 4.1. Issuance of this RFP or receipt of proposals does not commit KHS to award a contract. KHS reserves the right to withdraw this RFP at any time without further notice and, furthermore, makes no representation that any contract will be awarded to any bidder responding to this RFP.
- 4.2. KHS expressly reserves the right to postpone proposal opening for its own convenience; to accept or reject any or all proposals received in response to this RFP; to waive informalities and minor irregularities in bids received; to reject any and all proposals responding to this without indicating any reasons for such rejection; to negotiate with other than the selected bidder should negotiations with the selected bidder be terminated; to negotiate with more than one bidder simultaneously or to cancel all or part of this RFP .

#### **5. RFP Schedule**

The following table presents the anticipated schedule for this RFP and will be strictly adhered to unless modified by amendment. All dates are subject to change at KHS’s discretion.

Event	Date
RFP Issue Date	Friday, January 9, 2026
Bidders Questions Due	Friday, January 16, 2026 (2:00 pm PST)
Responses to Questions due from KHS	Friday, January 23, 2026
Proposals Due	Friday, February 13, 2026 (2:00 pm PST)
KHS Board of Directors Meeting/Approval	Thursday, April 16, 2026
Vendor Award Announcement	Friday, April 17, 2026

## 6. Procurement Point of Contact

6.1. All communications relating to this RFP must be directed to KHS's designated contact below:

Alonso Hurtado  
[RFP@khs-net.com](mailto:RFP@khs-net.com)  
 2900 Buck Owens Blvd  
 Bakersfield, CA 93308

6.2. Any and all communications relating to this RFP must be directed to the Point-of-Contact named above. Communications relating to this RFP between respondents, KHS staff members and/or Board of Directors concerning this RFP are strictly prohibited. Failure to comply with these requirements will result in Proposal disqualification.

## 7. Questions and Clarifications

If a Bidder desires an explanation of any kind regarding provisions of this RFP, the Bidder must generate a written request for such explanation. The request may be e-mailed to [RFP@khs-net.com](mailto:RFP@khs-net.com)

7.1. Requests for explanation must be submitted by January 16, 2026, 2:00 PM PST, allowing sufficient time for a reply to reach all Bidders before the submission of their Proposals.

## 8. Proposal Submittal

Date and Time: Proposals shall only be submitted electronically via e-mail to [RFP@khs-net.com](mailto:RFP@khs-net.com) no later than February 13, 2026, 2:00 PM PST. Bidders should not include any unnecessarily elaborate or promotional material.

8.1. Acceptance of the Proposal

8.1.1. KHS reserves the right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals.

8.1.2. KHS reserves the right to withdraw this RFP at any time without prior notice and KHS makes no representations that a contract will be awarded to any bidder responding to this RFP.

8.1.3. KHS reserves the right to postpone proposal opening for its own convenience.

8.2. Alternate Proposals are not authorized and will not be considered.

8.3. Late Proposals will not be considered or accepted if received after the time set for receipt specified in this RFP. For purposes of this RFP, the official time shall be the time reflected in the KHS RFP email.

## **9. Pre-Contractual Expenses**

9.1. Costs for developing responses to this proposal are entirely the responsibility of the Bidder. KHS shall not, in any event, be liable for any pre-contractual expenses incurred by bidder in preparation of its proposal. These expenses shall not be included as part of the proposal.

## **10. Non-Collusion Declaration**

10.1. Each Bidder is required to complete the document entitled, "Non-Collusion Declaration" on the form provided herein (Attachment E). Proposal submitted to KHS without a fully executed copy of the Non-Collusion Declaration will be considered non-responsive.

## **11. Contract Type**

11.1. KHS' standard Professional Service Agreement (PSA) will be used to contract with the chosen vendor. The PSA template is included with this RFP package, which includes a Business Associates Agreement (BAA) and other supporting exhibits. Any objections to the terms and conditions stated in that document must be clearly explained and included with the bid package as an additional Attachment F

11.2. Please review this agreement and if you cannot accept these terms and conditions, please note the specific area(s) where you have concerns. Failure to identify any such objection with your Proposal shall at KHS' option be deemed a waiver of such objection. Recommend alternative wording that you would like considered with your proposal response.

11.3. Failure to agree to the PSA may result in the disqualification of any Proposal

11.4. The initial term of any resulting agreement is anticipated to be for a period of three (3) year term.

## **12. Eligibility for Contract Award**

12.1. KHS will not award this RFP or enter into a contract with any bidder who is debarred, suspended or otherwise ineligible for the award of a contract or grant by any Federal agency or from participating in Federal Healthcare Programs. By submission of this proposal, bidder acknowledges and warrants that the bidder and any of its officers, directors, owners, partners, or any person having primary management or supervisory responsibilities within the bidder's business are not presently debarred,

suspended, proposed for debarment or declared ineligible for the award of contracts by any Federal agency or from participating in any Federal healthcare programs. Offerors must complete RFP Attachment 3 entitled “Bidder’s Eligibility Certification” and submit as part of its proposal.

### **13. Withdrawal of Bids**

- 13.1. Proposals may be withdrawn electronically via email by a Bidder or an authorized representative with proof of their authority to act on behalf of the Bidder. If withdrawn in person by a Bidder or a representative of the Bidder, the person withdrawing the Proposal will acknowledge receipt of withdrawal.
- 13.2. Withdrawal action of any type must be done before the date and time specified for opening of bids in this RFP.

### **14. Disposition of Proposals and Proprietary Data**

- 14.1. All materials submitted in response to this RFP become the property of Kern Health Systems. Any and all proposals received by the KHS shall be subject to public disclosure and inspection, except to the extent the proposer designates trade secrets or other proprietary data to be confidential, after the Evaluation Committee has completed its deliberative process and either the proposer has been informed that they are not the vendor selected by the Evaluation Committee for recommendation to the Board of Directors, or the matter has been set for consideration before the Board of Directors, whichever comes first. However, KHS is a public agency and therefore subject to the California Public Records Act (California Government Code, Section 6250 et seq).
- 14.2. Material designated as proprietary or confidential shall accompany the proposal and each page shall be clearly marked and readily separable from the proposal in order to facilitate public inspection of the non-confidential portion of the proposal. Prices, makes and models or catalog numbers of the items offered, deliverables, and terms of payment shall be publicly available regardless of any designation to the contrary. KHS will endeavor to restrict distribution of material designated as confidential or proprietary to only those individuals involved in the review and analysis of the proposals.
- 14.3. Proposers are cautioned that materials designated as confidential may nevertheless be subject to disclosure. Proposers are advised that KHS does not wish to receive confidential or proprietary information and that proposers are not to supply such information except when it is necessary. If any information or materials in any proposal submitted is labeled confidential or proprietary, the proposal shall include the following clause:

(legal name of proposer) shall indemnify, defend and hold harmless Kern Health Systems, its officers, agents and employees from and against any request, action or proceeding of any nature and any damages or liability of any nature, specifically including attorneys' fees awarded under the California Public Records Act (Government Code §6250 et seq.) arising out of, concerning or in any way involving any materials or information in this proposal that (legal name of proposer) has labeled as confidential, proprietary or otherwise not subject to disclosure as a public record.

### **15. Evaluation Process**

- 15.1. In no event will KHS be limited to selecting a successful bidder based solely upon total cost submitted. Evaluation of the Proposals shall be generally based upon the reasonableness of price; experience in the market; capabilities of the bidder to effectively complete the project requirements; financial stability and completeness of the Proposal response and the requested data. All proposals received as specified will be evaluated by KHS staff in accordance with the above criteria and additional sub-criteria that may be considered as relevant or pertinent by the evaluators.
- 15.2. False, incomplete, or unresponsive statements in connection with a Proposal may be cause for rejection. The evaluation and determination of fulfillment for the above requirements shall be in KHS's sole judgment and this judgment shall be final. Any Proposal not meeting terms and conditions may be rejected.
- 15.3. KHS will provide special consideration to vendors located and doing substantial business in Kern County

## **16. Award of Contract**

- 16.1. Bidders who submitted a proposal in response to this RFP shall be notified electronically via email regarding whether its firm was awarded the contract or not. Such notification shall be made within a reasonable time after the selection is approved by authorized executives.
- 16.2. The contract will be subject to KHS Governing Board Approval.

## **17. Miscellaneous**

- a. The successful Bidder may not assign the contract or any part of its obligations without the prior written consent of KHS, which may be withheld in its sole discretion.
- b. The successful bidder will enter into a "Professional Services Agreement" with KHS.
- c. Bidder recognizes that the Medi-Cal Managed Care and Healthy Families programs are dynamic programs that are subject to numerous legislative and regulatory changes, which will likely require the successful Bidder to implement related changes to the agreement that may be awarded pursuant to this RFP.

## **SECTION III: TECHINCAL AND PRICE PROPOSAL REQUIREMENTS**

### **A. Technical Proposal Requirements**

#### **1. Corporate Capabilities**

##### **1.1. Qualifications and Experience**

- 1.1.1. Provide a brief profile of the firm, including the types of services offered; the year founded; form of the organization (corporation, partnership, sole proprietorship); number, size and location of offices; number of employees.
- 1.1.2. Briefly describe the background of the company, including the formation, implementation of new business, sales, mergers, acquisitions, ownership, current lines of business and intended future lines of business. If applicable, indicate action to prevent disruption of current and/or new business.
- 1.1.3. Identify the senior management staff and their length of time with the company. Identify management staff that would be directly involved with the KHS contract and their length of time with the company.
- 1.1.4. Provide a “functional organizational chart” of your company.
- 1.1.5. Identify three (3) references of clients similar in scope and complexity to that of KHS. References shall include the name, title, email address, and telephone number of the person at the client organization who is most knowledgeable about the work.
- 1.1.6. Indicate any past or current material disputes including litigation with customers, provider groups, government entities, client groups and any other litigation with contingent liability of \$500,000 or more. State the results or status of the dispute.
- 1.1.7. Is your company under investigation or being sued by any governmental agency? Has your company been barred from participation in a publicly-funded health program (such as Medicare or Medicaid)? If yes, provide a detailed explanation of the circumstances and status.
- 1.1.8. Provide details of any inquiry letters and/or negative audit results received from any state or federal agency or any outside business auditor.
- 1.1.9. Has your organization been audited in accordance with the Statements for Standards on Attestation Engagements (SSAE) 16 (formerly SAS 70 audit)? If yes, were any exceptions noted? If not audited, please explain.
- 1.1.10. If the respondent proposes to use subcontractor(s), it must describe any existing or ongoing relationships with the subcontractor(s); including project descriptions and the portions(s) of this RFP intended to be subcontracted

1.1.11. Identify subcontractors by company name, address, contact person, telephone number and project function and describe bidders experience working with each subcontractor.

## **2. Financial Management**

2.1. Provide evidence of financial stability sufficient to demonstrate reasonable stability and solvency appropriate to the requirements of this procurement.

2.1.1. If the respondent is a corporation that is required to report to the Securities and Exchange Commission, it must submit its two most recent SEC Forms 10K, Annual Reports.

2.1.2. If the respondent is not a corporation that is required to report to the Securities and Exchange Commission, it must submit its current financial statement plus previous two (2) years of audited financial reports including all supplements, management discussion and analysis, and actuarial options.

2.1.2.1. At a minimum, such financial statements and reports shall include: balance sheet; statement of income and expenses (also referred to as “statement of profit and loss”); statement of changes in financial position; cash flows; and capital expenditures.

2.1.3. If any change in ownership is anticipated during the twelve (12) months following the proposal due date, the respondent must describe the circumstances of such change and indicate when the change is likely to occur.

2.1.4. The respondent must identify any conditions (e.g., bankruptcy, pending litigation, planned office closures, impending merger) that may impede Offeror’s ability to complete the project.

2.1.5. If you are unable to provide the information above, please include a statement on why, and confirm in that statement that should CalOptima need to see evidence of financial stability prior to awarding a Contract, you will assist in good faith in providing that detail.

2.2. Include a sample of your billing invoice as part of your firms’ proposal.

2.3. Include a W9 signed within the last 6 Months

2.4. Include a copy of your D&B report (if applicable) from within the last 6 months.

## **3. Proposed Staffing and Project Organization**

3.1. Provide education, experience and applicable professional credentials of project staff.

3.2. Furnish brief resumes (not more than two [2] pages each) for the proposed Project Manager, Account Manager, and other key personnel.

- 3.3.** Indicate adequacy of labor resources utilizing a table projecting the labor-hour allocation to the project by individual task.
- 3.4.** Identify key personnel proposed to perform the work on the specified tasks and include major areas of subcontract work.
- 3.5.** Include a project organization chart which clearly delineates communication/reporting relationships among the project staff.
- 3.6.** Include a statement that key personnel will be available to the extent proposed for the duration of the project, acknowledging that no person designated as “key” to the project shall be removed or replaced without the prior written concurrence of KHS.
- 3.7.** Describe the roles, responsibilities and deliverables of KHS and the bidder in a detailed work plan. The work plan must outline sequentially and describe the elements and activities that would be undertaken in completing the tasks; specify by name and job description, the person Bidder would assign to perform said task; the hourly rate of each person; rate for task identified; and include a schedule for completing the tasks in terms of elapsed weeks from the commencement date.
- 3.8.** What KHS resources are required by bidder to meet the deliverables?

## **ATTACHMENT A**

### **SCOPE OF SERVICES**

#### **1. Overview**

Kern Health Systems (KHS) is committed to ensuring equitable access to health care services for members with Limited English Proficiency (LEP) by providing timely and appropriate interpreter services in accordance with the statutory, regulatory, and contractual requirements. To support this commitment, KHS arranges interpreter services that comply with all applicable federal, state, and contractual requirements, including but not limited to Title VI of the Civil Rights Act, Section 1557 of the Affordable Care Act, WIC § 14029.91, and 45 CFR § 92.4.

For the purposes of this RFP, an “onsite interpreter” refers to a qualified interpreter who is physically present at the designated location of the appointment, event, or interaction.

Appropriate linguistic services will be available for medical and non-medical points of contact including but not limited to membership services, appointment services and member orientation sessions. During regular business hours, members and providers who require the assistance of an interpreter can contact KFHC to request a telephonic, onsite or video remote interpreter. Outside of regular business hours, member and provider requests for interpreting services are arranged through telephonic interpreters and coordinated by the KHS Advice Nurse Line to ensure continuous access.

KHS serves a highly diverse and multilingual membership representing communities from around the world who now reside in Kern County, California. As language interpretation demands are ever changing, KHS cannot guarantee interpretation volumes and/or the languages of those in need of interpreting services. The Vendor must demonstrate flexibility, scalability, and the capacity to support expected fluctuations in demand.

KHS is looking to identify a qualified vendor who can provide all of the following professional interpreters, and related linguistic support services described in this Scope of Services to meet the needs of KHS staff, members and the KHS provider network.

For regulatory and quality standards the vendor must ensure that all services are provided by interpreters and translators who meet federal and state definitions of “qualified interpreter” and “qualified translator,” and that all service delivery aligns with:

- HIPAA privacy and security requirements
- NCQA standards related to cultural and linguistic appropriateness
- DHCS contractual requirements for LEP members
- Industry best practices and interpreter ethics

The Vendor must maintain a robust quality assurance program, including performance monitoring, member satisfaction evaluations, and timely reporting to KHS.

## **2. Instructions and Conditions**

Submit proposals electronically by the deadline. Responses must address all areas in Section 3. Please include supporting documentation and diagrams where applicable.

## **3. Scope of Services**

### **a. Interpreter Services**

The Vendor shall be able to provide interpreter services in one (1) or more languages, including but not limited to:

- Spanish, Punjabi, Arabic, Vietnamese, Farsi, Russian, Karen, Korean, French, Armenian, Cantonese, Mandarin, Lao, Tagalog, Thai, Ukrainian, Persian, and Hindi.
- Vendors' services must include onsite interpreting, telephonic interpreting, and video remote interpreting (VRI), through virtual social platforms (e.g., Microsoft Teams, Zoom, Google platforms).

### **b. Interpreter Qualifications**

The Vendor must provide documentation to certify that vendor's interpreters and translators meet the definition of a "qualified interpreter" as defined under:

- WIC 14029.91, and
- 45 CFR 92.4.

The Vendor must submit national certifications or other qualifying credentials to demonstrate compliance.

### **c. Onsite Interpreting**

The Vendor shall meet the following requirements for onsite interpreting:

- **Availability:** Provide onsite interpretation during regular KHS business hours, after hours, weekends and holidays
- **Response Time:** Provide timely onsite interpretation of written materials when required.
- **Interpretation Modes:** Provide both simultaneous and consecutive interpretation, as appropriate to the needs of KHS.
- **Sight Translation:** Provide onsite sight translation of written materials when required.
- **Qualifications:** Ensure all interpreters meet the definition of a qualified interpreter under WIC 14029.91 and 45 CFR 92.4.
- **Service Area and Transportation:** Ability to perform onsite interpreting anywhere in Kern County, California and furnish own transportation to and from service locations.
- **Service Volume:** The vendor will provide qualified onsite interpreters as needed. KHS averages 83 onsite interpreter requests per month and requires the vendor to maintain sufficient resources to meet this ongoing demand.

**d. Video Remote Interpreting (VRI) Services**

The Vendor shall ensure that VRI services:

- Are available for all KHS member language needs, including American Sign Language (ASL).
- Are available 24 hours a day, 7 days a week including holidays.
- They are delivered through a secure, HIPAA- compliant digital platform.
- Meets requirements specified under 45 CFR 92.201(f).

**e. Cultural Competence**

The Vendor shall demonstrate cultural competence and the ability to effectively serve a culturally diverse population. Vendor personnel must possess the knowledge, skills, and ability to perform duties professionally, ethically, confidentially, and in accordance with industry standards.

**f. Request Submission Process**

The Vendor should offer KHS the ability to submit interpreter requests either online and/or by telephone.

**g. Confirmation of Requests**

The Vendor shall provide confirmation of receipt for all interpreter requests within twenty-four (24) hours of submission.

**h. Quality Assurance**

The Vendor should be able to certify and describe its quality control processes for interpreting services. At a minimum, the Vendor must:

- NCQA- Compliant Member Satisfaction Surveys: Support KHS in meeting NCQA requirements by conducting satisfaction surveys for a minimum of 30 encounters per quarter. Surveys must assess the member's satisfaction with interpreter services, including professionalism, accuracy, timeliness, and overall experience.
- Quarterly Reporting: Provide KHS with a quarterly Quality Assurance report, which must include:
  1. Aggregated survey results and analysis.
  2. Documentation demonstrating member satisfaction levels.
  3. Any identified trends, issues, or service gaps.
  4. Corrective actions or quality improvement efforts undertaken by the vendor.
  5. Supporting documentation validating the completion of the required minimum number of surveys.
- Quality Control Documentation: Certify and describe the vendor's ongoing quality control and monitoring processes, including training, credential verification, performance evaluation, and compliance with all regulatory requirements.

**i. Grievance Monitoring**

The Vendor should provide KHS with grievance monitoring and resolution processes, including communication protocols, timelines, and reporting capabilities.

**j. Local Interpreter Capacity**

The Vendor should provide information regarding the number of interpreters available within the local service area, specifically in Kern County, California.

**k. Technology and Data Requirements**

The Vendor must maintain reliable systems that facilitate:

- Efficient request submission and scheduling
- Real-time tracking of interpreter availability and assignment
- Secure transmission of confidential information
- Audit logs and documentation for compliance
- Quarterly and annual reporting to KHS on service utilization, quality outcomes, and member satisfaction.

**l. Operational Support and Collaboration**

The Vendor shall operate as an extension of KHS and collaborate closely with KHS departments to ensure timely service delivery, issue resolution, and ongoing compliance. The Vendor must also support KHS through:

- Real-time customer service and help desk support
- Coordination of interpreter scheduling for providers and staff
- Clear escalation pathways for urgent or complex requests
- Ongoing communication and responsiveness to KHS operational needs

## **ATTACHMENT B**

### **SCHEDULE OF FEES**

Proposal Costs (This section is derived from the Scope of Services, Attachment A)

- A. Define your proposed method of reimbursement for services provided through your organization. Kern Health Systems customarily prefers itemized billing on a project basis (or as major milestones are accomplished for very large projects) with specific deadlines identified in the Proposal.
- B. Please provide a summary table matrix of costs by line item including:
  1. Item description
  2. Quantities required (specify units of measure)
  3. Not-to-exceed amounts for installation or travel
  4. Target date of completion
- C. Are there additional costs for integrations, setup, training, reporting, or support? If so, explain in detail.
- D. List any additional costs that may be incurred in completion of this project and the circumstances that would trigger those costs.

## **ATTACHMENT C**

### **BIDDER ELIGIBILITY CERTIFICATION**

Bidder certifies, to the best of its knowledge and belief, that that offeror and/or any of its Principals:

- A. Are , are not  presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contract by any Federal agency or from participating in any Federal healthcare programs;
- B. Have , have not , within a ten (10)-year period preceding this offer, been convicted of or had a civil judgement 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) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property;
- C. Are , are not  presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in Section (B); and
- D. Have , have not , within a ten (10)-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds \$3,000 for which the liability remains unsatisfied.

For purposes of this certification, "Principal" means an officer, director, owner, partner, or a person having primary management or supervisory responsibilities within a business entity (e.g. general manager, plant manager, head of a division or business segment and similar positions).

By:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

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

**ATTACHMENT D**  
**PROPOSAL SIGNATURE VERIFICATION**

All offers in response to this RFP must be received on or before February 13, 2026, 2:00 PM PST at the [RFP@khs-net.com](mailto:RFP@khs-net.com) email address. All offers are subject to the attached Instructions and Conditions, general provisions, special provisions, and Attachments. The undersigned agrees, if its offer is accepted (in whole or in part) to provide products, other materials, and services as set forth in the Attachments, it shall do so in accordance with the provisions of this RFP, the controlling contract between the parties, and the master contracts between KHS and the State of California.

Offer Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

FAX: \_\_\_\_\_

Typed or printed name and title of person authorized to sign offer:  
\_\_\_\_\_

Signature of Authorized Person: \_\_\_\_\_

Date of Offer: \_\_\_\_\_

Grand Total of "Attachment B": \$ \_\_\_\_\_

**Acknowledgment of Amendments**

The Offer acknowledges receipt of Amendments to the RFP numbered and dated as follows:

Amend #	Date	Amend #	Date	Amend #	Date

**ATTACHMENT E**  
**NON-COLLUSION DECLARATION**  
TO BE EXECUTED BY BIDDER  
AND SUBMITTED WITH PROPOSAL (Mandatory)  
Public Contract Code § 7106

State of California

County of Kern

The undersigned declares:

I am the \_\_\_\_ of \_\_\_\_, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration is executed on \_\_\_\_[date], at \_\_\_\_[city], \_\_\_\_[state].”

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Signature

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Date

**ATTACHMENT F**  
**PROFESSIONAL SERVICES AGREEMENT**

Due to file size limitations, **Attachment F (Professional Services Agreement)** is being provided as a **separate standalone file** outside of this proposal document.

This Agreement is an official component of the Vendor's complete submission and should be reviewed in conjunction with all other sections and attachments included in this proposal.