

CCPA PLAN CERTIFICATION

This CCPA Plan Certification is incorporated into the Contract Name ("**Contract**") between the City of Charlotte ("**City**") and {---Vendor Legal Name---} ("**Vendor Reference Name**"). Capitalized terms not defined in this Attachment will have the meanings stated in the Contract. In the event of a conflict between this Attachment and the terms of the main body of the Contract or any other Attachment or appendix, the terms of this Attachment shall govern.

Pursuant to N.C. G.S. 160A-461 and 143-129(e)(3), the City of Charlotte, Department of General Services - City Procurement has established the Charlotte Cooperative Purchasing Alliance (CCPA). The purpose of the CCPA is to allow other public agencies regionally and nationwide to use contracts competitively solicited and awarded by the City of Charlotte (herein "City"). Combining the volumes of government agencies achieves cost-effective pricing and reduces the administrative and overhead costs of suppliers and public agencies alike. By providing a comprehensive and competitively solicited Contract through a single bid process, county, city, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution (including community colleges, colleges, and universities, both public and private), state, other government agency or nonprofit organization can utilize the subsequent contract(s) without the need for further solicitation. Companies should consider the potential volumes when responding to this ITB participation by other entities is strictly voluntary and no volumes are guaranteed. Participating Public Agencies will be required to register to purchase products or services through the CCPA.

More information about the CCPA can be found on the CCPA website at: www.charlottealliance.org.

The objective of this ITB is to utilize participation among the City, as well as various other Participating Public Agencies, to provide low-cost, reliable Products and Services. The Company must agree to receive orders from the City and all Participating Public Agencies and to provide all Products and Services ordered to a specified City and Participating Public Agency address.

Companies shall include in detail how they will serve all Participating Public Agencies as it relates to the CCPA. Currently the CCPA has approximately 450 registered Participating Public Agencies in Alabama, Arizona, California, Connecticut, District of Columbia, Florida, Georgia, Illinois, Maryland, Massachusetts, Michigan, Missouri, New York, North Carolina, Ohio, South Carolina, Tennessee, Texas, Virginia, Washington, West Virginia, and Wisconsin.

CCPA REQUIREMENTS QUESTIONNAIRE

Question	Response
<p><u>Provide Products and Services to PPAs</u></p> <p>Describe your company's ability to provide Products/Services to any Participating Public Agencies in the contiguous 48 states; and the ability to deliver Products/Services in Alaska and Hawaii.</p>	
<p><u>Company Structure</u></p> <p>Describe your company's structure and if your company has a national sales force, dealer network, or distributor with the ability to serve Participating Public Agencies in all 50 U.S. states.</p>	
<p><u>Marketing</u></p> <p>Describe your company's strategy to increase the use of the contract. Include a 30-60-90 Day Plan. Please also confirm whether your company will allow the City to use its logo on the CCPA website.</p>	
<p><u>Reporting</u></p> <p>Describe your company's monitoring process to accurately report all spend by Participating Public Agencies for auditing purposes. Please also confirm the Company's ability to attend quarterly review meetings with the City.</p>	
<p><u>Incentives/Rebates</u></p> <p>Describe any applicable incentives or rebates, define dollar thresholds, and specify per agency or aggregate spend. Please also confirm the Company's ability to pay the City and Participating Public Agencies all applicable rebates within thirty (30) days of the invoice date.</p>	

The undersigned hereby certifies the Company has read and agreed to the terms of this CCPA Plan, including the CCPA Participating Public Agencies List, and is authorized to bind the Company to the information herein set forth.

(Company Name)

(Print Name and Title)

(Signature)

(Date)