

\$10.00

CITY OF SAN ANGELO REQUEST FOR QUALIFICATIONS

RFQ No: WU-05-15

Water Utilities

**Professional Services
Water Master Plan**

RFQ SUBMITTAL DEADLINE

**August 25, 2015
2:00 PM Local Time**



**City of San Angelo
72 W. College Avenue
San Angelo, Texas 76903**

This Page Intentionally Left Blank

TABLE OF CONTENTS

This Table of Contents is intended as an aid to Respondents and not as a comprehensive listing of the proposal package. Respondents are responsible for reading the entire proposal package and complying with all specifications.

Section	PAGE
1. GENERAL.....	1
INTERPRETATIONS	1
PROPOSED TERMS OF THE AGREEMENT	1
ACCEPTANCE OF PROPOSAL CONTENT	2
EQUAL EMPLOYMENT OPPORTUNITY	2
2. DEADLINE AND DELIVERY LOCATION.....	3
3. SCOPE OF SERVICES	4
4. REQUEST FOR QUALIFICATIONS FORMAT	6
5. SELECTION PROCESS.....	6
6. FORMS	8
DISCLOSURE OF CERTAIN RELATIONSHIPS	9
THIS PAGE INTENTIONALLY LEFT BLANK LETTER OF INTEREST	12
LETTER OF INTEREST	13
ADDENDUM ACKNOWLEDGEMENT	14
DEBARMENT AND SUSPENSION CERTIFICATION	15
INSTRUCTIONS FOR CERTIFICATION.....	16

This Page Intentionally Left Blank



1. GENERAL

The City of San Angelo Water Utilities Department is seeking a response to this Request for Qualifications (RFQ) for a qualified consulting firm, with their team, to furnish a water master plan to include:

- a water system model compatible with the City's existing GIS software
- determine projected water demands, hydraulic analyses and capacity requirements and provide Capital Improvement Plan (CIP) update
- Master Plan Report and Council Presentation(s)

It is the intention of the City in going forward with this solicitation to retain the services of the best-qualified professional for the project.

INTERPRETATIONS

All questions about the meaning or intent of this RFQ shall be submitted to the Purchasing Department in writing within ten (10) days prior to the deadline. Any change, revisions or clarifications will be issued by Addenda will be posted on the internet at www.cosatx.us.

Questions received less than ten (10) days prior to the date for opening will not be answered. Only questions answered by formal written Addenda will be binding.

Disqualification

The applicants may be disqualified for any of the following reasons:

- The applicant is involved in any litigation against the City of San Angelo;
- The applicant is in arrears on any existing contract or has defaulted on a previous contract with the City;
- The applicant is debarred, suspended, or otherwise excluded from or ineligible for participation in State or Federal assistance programs.

Digital Format

If Respondent obtained the bid specifications in digital format in order to prepare a proposal, the bid must be submitted in hard copy according to the instructions contained in this bid package. If, in its response, a Respondent makes any changes whatsoever to the published bid specifications, the bid specification as published shall control. Furthermore, if an alteration of any kind to the bid specification is discovered after the contract is executed and is or is not being performed; the contract is subject to cancellation without recourse.

Confidentiality

All responses submitted shall remain confidential. After selection of a firm, proposals will be made available for public inspection. The City shall not be responsible for the confidentiality of any trade secrets or other information contained or disclosed in the proposal unless clearly identified as such.

Selection

The City reserves the right to accept or reject any or all proposals, and to waive any informalities or irregularities in the RFQ process. The City is an equal opportunity employer.

The City will select the most highly qualified provider of the requested services based on demonstrated competence and qualifications and then attempt to negotiate with provider a contract at a fair and reasonable price.

PROPOSED TERMS OF THE AGREEMENT

The terms of the agreement shall be for the period of ONE year, with the option to renew for a single additional one year term, subject to agreement by both parties.



CITY OF SAN ANGELO
PURCHASING DEPARTMENT
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219 or 657-4220

ACCEPTANCE OF PROPOSAL CONTENT

Before submitting a proposal, each Respondent shall make all investigations and examinations necessary to ascertain all conditions and requirements affecting the performance of the contract and to verify any representations made by the City upon which the proposal will rely. If the respondent receives an offer because of its proposal, failure to have made such investigation and examinations will in no way relieve the respondent from its obligation to comply in every detail with all provisions and requirements.

EQUAL EMPLOYMENT OPPORTUNITY

Attention of respondents to the requirement for ensuring that employees and applicants for employment are not discriminated against because of their race, color religion, sex, national origin, age, or disability. The City is an equal opportunity employer.



2. DEADLINE AND DELIVERY LOCATION

Deadline

Sealed RFQ submittals must be received and time stamped **by August 25, 2015, 2:00 PM, Local Time.** The clock located in Purchasing will be the official time.

Responses received later than the specified and date will not be considered.

It is the sole responsibility of the firm to ensure that the sealed RFQ submittal arrives at the above location by specified deadline regardless of method chosen by the firm.

Faxed or electronically transmitted RFQ submittals will not be accepted

Proposal Copies

Submit one (1) unbound, five (5) complete bound copies, and one (1) copy in PDF format on USB flash drive in a sealed envelope. If requested, the proposer shall submit additional copies within five (5) business days. The costs incurred in preparing the RFQ or incurred in any other manner by the vendor in responding to this RFQ may not be charged to the City organization.

Sealed Envelope Addressing

- **Top Left Hand Corner:** Business Name and Address
- **Lower Left Hand Corner:** "RFQ NO. WU-05-15/Professional Services – Water Master Plan"

Delivery Instructions

Place sealed envelope in a delivery container addressed to:

USPS Delivery: City of San Angelo
 Purchasing Division
 72 West College Avenue
 San Angelo Texas, 76903

Delivery Service (FedEx, UPS, etc.): City of San Angelo
 Purchasing Division, Room 303
 72 West College Avenue
 San Angelo Texas, 76903

Points Of Contact

Julia Antilley, Division Manager Purchasing Division City of San Angelo 72 West College San Angelo, Tx 76903 SaPurch@cosatx.us 325-657-4220	Joe Mangrem, P.E., Project Engineer Engineering Services City of San Angelo 72 West College San Angelo, Tx 76903
--	--



3. SCOPE OF SERVICES

It is the intent of this RFQ process to identify and engage the most qualified consulting firm to assist the City in achieving an engineered plan of action addressing our water system needs, to include: provide a water system model compatible with the City's existing GIS software, determine projected water demands, hydraulic analyses and capacity requirements, provide CIP update, provide a Master Plan Report and Council Presentation(s). The following is a detailed description explaining each expectation of this RFQ.

A. Water System Model

- A1. **Project Kick-Off Meeting:** The project kick-off meeting will be to review scope, project team, and schedule. Data items needed for the project will also be discussed such as, available SCADA records and metered billing data. This meeting will also be used to discuss fire flow requirements with the City and identify up to five focus areas for improving fire flow capabilities.
- A2. **Data Collection:** Compile information from the City including GIS files, utility billing data, and SCADA records for use in the water model update.
- A3. **Model to Current Conditions:** Obtain the latest water system mapping (shapefiles, CAD, etc.) and operational data for water lines and water facilities (pumps, pump stations and tanks). Populate parameters for facilities and control structures. Identify connectivity issues.
- A4. **Update Existing Water Demand Allocation:** Utilize data from the City's billing system and production database to allocate existing demands throughout the service area. The data will consist of metered usage fields for active customer accounts. The meters will be spatially located in GIS so that the associated water usage can be assigned the appropriate model node. An average day demand and a maximum day demand allocation will be conducted.
- A5. **Conduct Pressure Testing:** Identify locations for field testing based on model calibration needs and areas of concern from City. Pressure recorders will be furnished by the consultant. Procedures for field testing will be prepared showing proposed location of testing, duration of testing, required SCADA data during testing period, and assistance from water utility department.
- A6. **Conduct Model Calibration:** Conduct model calibration by adjusting c-factors, peaking factors, and demand distribution until modeling results match the field pressure measurements within acceptable tolerances. Provide comparison mapping to document model calibration results.

B. Water Demand Projections

- B1. **Utilize Recent Population Projections and Land Use Assumptions to Project Population:** Utilize population projections and land use assumptions for use in projecting water demands. Planning years will correspond to the same planning years used in the 2009 Wastewater Master Plan update and will include 10-year and 20-year conditions.
- B2. **Review Historical Water Usage:** Evaluate historical water usage data to develop trends and calculate peaking factors. This data will be used to determine expected per-capita water usage for future projections.
- B3. **Develop and Distribute Water Demand Projections:** Develop water demand projections for 10-year and 20-year conditions using the land use assumptions and selected design criteria. Distribute water demands throughout the service area based on the future population distribution.
- B4. **Discuss Water Demand Projections:** Meeting (or conference call) with the City to present assumptions, methodology, and results of the water demand projections.

C. Hydraulic Analyses and Capacity CIP Update

- C1. **Perform Modeling of Existing Water System:** Conduct steady state and extended period modeling of the existing water system for maximum day operating conditions to determine capacity and deficiencies within the existing water system.



- C2. Conduct Fire Flow Analysis for Existing System: Utilize the water model to conduct fire flow analysis under existing maximum day demands to identify areas with less than adequate fire flow capacity. Fire flow analysis will be shown using shaded mapping of available fire flows.
- C3. Perform Chlorine Residual Modeling: Utilize the water model to perform water quality modeling for chlorine residuals at the maximum day water demand condition for a 7 day period. Check chlorine residuals in tanks and nodes throughout system to identify problematic areas of low chlorine residual levels. Evaluate up to three alternative locations for supplemental chlorine injection points within the existing distribution system. Evaluate both methods of using free chlorine and chloramine disinfectant.
- C4. Evaluate Pressure Plane Delineation: Analyze existing pressure plane delineation based on topography and modeling results, field testing data and pump station locations. Specific areas with low or high pressures at normal operating conditions will be identified. Evaluate and recommend modifications to the existing pressure plane boundaries if necessary.
- C5. Evaluate each pressure plane per TCEQ rules for ground and elevated storage and pumping.
- C6. Utilize 20-year Model to Determine Sizing of Water System Improvements: Determine sizing of water system transmission, elevated and ground storage, and pumping facilities needed to serve 20-year demands throughout each pressure plane service area using the model analyses under maximum day demand conditions.
- C7. Meet with the City to Review Water System Improvement Alternatives: Meet with the City to discuss future water system improvement options for 20-year conditions.
- C8. Utilize 10-year Water System Model to Determine Phasing of Improvements: Use interim 10-year model runs to determine phasing of water system improvements. System improvements will include transmission, storage, pumping and distribution system related needs.
- C9. Develop Draft CIP Costs, Schedule, and Mapping: Develop costs for each proposed project in Year 2015 dollars including engineering and contingencies. Produce large scale citywide maps showing proposed projects and recommended in-service dates of proposed projects.
- C10. Meet with City to Review Draft CIP: Meet with City to discuss draft CIP, project phasing and analyze alternative completion dates as necessary.

D. Master Plan Report and Council Presentations

- D1. Prepare Draft Master Plan Report: Prepare a Master Plan Report summarizing the water model update, water demand projections, and hydraulic analyses. An electronic PDF file and five hard copies of the Draft Report will be submitted to the City for review.
- D2. Meet with City to Review Draft Master Plan Report: Meet with City to discuss the Draft Master Plan Report. Comments will be solicited and incorporated into the Final Master Plan Report.
- D3. Finalize Master Plan Report: Revise the report based on City's comments and submit 5 final hard copies and one electronic copy in PDF format of the Master Plan Report to the City.
- D4. Modeling Software Training: Provide on-site training for City staff utilizing modeling software.
- D5. City Council Presentation: Present the Water Master Plan report to City Council, answer questions and discuss content.



4. REQUEST FOR QUALIFICATIONS FORMAT

A. Response Instructions

Concise and well-organized RFQ's are recommended. The RFQ shall include at a minimum:

1. Plan of Action Addressing the Scope of Work in Section 3.
 - a. Work plan and timeline for accomplishing Water Master Plan requirements.
 - b. Specific services your firm will provide and your firm's strategy to provide the services in a timely manner.
2. Firm Qualifications and References
 - a. Qualifications and relevant experience of your firm. List of similar projects, including (at a minimum): client name, size of client, timeline of project and if project was completed in the proposed timeframe.
 - b. References, including: name, phone number, email address and physical address.
 - c. Length of time in business.
 - d. If your firm has previously done business with the City of San Angelo, list the project(s).
 - e. Résumé of the proposed key personnel that would be assigned to this project.

B. Insurance Coverages

Provide information on the types and amounts of insurance carried by the Consulting Firm, including General Liability, Auto Coverage, Worker's Compensation, and Professional Liability Coverage.

In addition to the above information, a Respondent may submit information it desires to demonstrate its understanding of the proposed project; anticipated approach to the project or anything it considers pertinent to this RFQ.

All material and models submitted in response to this RFQ becomes the property of the City. Blanket substitution of the proposer's standard contract terms or conditions for the City's proposed Professional Services Contract, terms and conditions will not be permitted.

5. SELECTION PROCESS

All applications will be screened by a selection committee and those applicants selected for a short list may be invited to attend an interview, at the applicants own expense. The City shall not incur any costs for applicant preparation and/or submittal of RFQ.

Selection Committee Members

- Bill Riley, Water Utilities Director
- Russell Pehl, City Engineer
- Joe Mangrem, Project Engineer
- Allison Strube, Project Engineer

The City will evaluate all responses based on the qualifications, background, training, experience, and staff qualifications. The City reserves the right to negotiate the final fee schedule, prior to recommending any Consultant for a contract.



CITY OF SAN ANGELO
PURCHASING DEPARTMENT
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219 or 657-4220

The City's process is as follows:

- A. The selection committee shall screen and rate all of the responses that are submitted. Selection ratings will be based on 100-point scale. Ratings shall be based on the following criteria:
 - 1. Experience 40 Points
 - 2. Design team & experience 40 Points
 - 3. Previous Projects & references 20 Points

- B. The selection committee will select the most qualified Firms(s) and may invite them for an interview with members of the selection committee.

- C. Should an interview be requested, respondents should be prepared for 15 minutes of presentation and 15 minutes of questions and answers.

- D. City staff will select the most qualified firm and begin contract negotiations.

- E. When services and fees are agreed upon, the selected Firms shall be offered a consulting contract subject to City Council approval.

- F. Should negotiations be unsuccessful, the City shall enter into negotiations with the next, highest ranked Firm. The process shall continue until an agreement is reached with a qualified Firm.

- G. This RFQ does not commit the City to pay for any direct and/or indirect costs incurred in the preparation and presentation of a response. All finalist(s) shall pay their own costs incurred in preparing for, traveling to and attending the interviews.



CITY OF SAN ANGELO
PURCHASING DEPARTMENT
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219 or 657-4220

6. FORMS

**PLEASE RETURN ALL
FORMS BEYOND THIS
POINT**



CITY OF SAN ANGELO
PURCHASING DEPARTMENT
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219 or 657-4220

DISCLOSURE OF CERTAIN RELATIONSHIPS

NOTICE TO VENDORS

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local governmental entity make certain disclosures concerning any affiliation or business relationship that might cause a conflict of interest with the local governmental entity. The provisions of Chapter 176 and the Form CIQ questionnaire that you must complete, if applicable, to comply with this new law, are available and explained in more detail at the Texas Ethics Commission website at <http://www.ethics.state.tx.us/whasnew/confliict forms.htm>.

A current list of City of San Angelo officers is available in the office of the City of San Angelo City Clerk, Room 201 of City Hall or on the City's website at <http://sanangelotexas.org>. If you are considering doing business with the City of San Angelo or the City of San Angelo Development Corporation and have an affiliation or business relationship that requires you to submit a completed Form CIQ, it must be filed with the records administrator (City Clerk) of the City of San Angelo not later than the 7th business day after the date you become aware of facts that require the form to be filed. See Section 176.006, Texas Local Government Code. It is a Class C misdemeanor to violate this provision.

By Submitting a response to a City of San Angelo Request for Proposals, Request for Bids, or Request for Qualifications or by conducting business with the City, you are representing that you are in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

A handwritten signature in blue ink, appearing to read "Julia Antilley".

Julia Antilley
Purchasing Manager



CITY OF SAN ANGELO
PURCHASING DEPARTMENT
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219 or 657-4220

LOCAL GOVERNMENT OFFICERS OF THE CITY OF SAN ANGELO
As defined by Chapter 176 of the Texas Local Government Code
(Revised May 20, 2015)

For purposes of completion of the required Conflict of Interest Questionnaire for the City of San Angelo (required by all Vendors who submit bids/proposals), Local Government Officers are:

City of San Angelo City Council:

Mayor: Dwain Morrison, Mayor

Councilmembers: Rodney Fleming, SMD 1
Marty Self, SMD 2
Johnny Silvas, SMD 3 and Mayor Pro-Tempore
Lucy Gonzales, SMD 4
Elizabeth Grindstaff, SMD5
Charlotte Farmer, SMD 6

City Manager: Daniel Valenzuela

City of San Angelo Development Corporation officers are:

Scott Tankersley, President
John Edward Bariou, Jr. - First Vice President
Tony Villarreal - Second Vice President
Daniel Anderson - Director
Richard Crisp - Director
Tommy Hiebert - Director
Juan Flores – Director

Executive Director: Roland Peña

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.

2 Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.

4

Signature of person doing business with the governmental entity

Date



CITY OF SAN ANGELO
PURCHASING DEPARTMENT
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219 or 657-4220

This Page Intentionally Left Blank



LETTER OF INTEREST

RFQ No: WU-05-15/Professional Services-Water Master Plan

The undersigned firm submits the following information (this **RFQ submittal**) in response to that Request for Qualifications (as amended by any Addenda), issued by the City of San Angelo, Texas ("City") **to perform professional services in the preparation of a water master plan**. Enclosed, and by this reference incorporated herein and made a part of this RFQ, are the following:

- Completed RFQ Letter Of Interest form
- Completed Conflict Of Interest form (if applicable)

Firm is responsible for calling the City to determine if any addendums have been issued.

Firm also understands that the City is not bound to select any firm for the final pre-qualified list and may reject any responses submitted.

Firm further understands that all costs and expenses incurred by it in preparing this RFQ and participating in this process will be borne solely by the firm, and that the required materials to be submitted will become the property of the City and will not be returned.

Firm agrees that the City will not be responsible for any errors, omissions, inaccuracies, or incomplete statements in this RFQ. Firm accepts all terms of the RFQ submittal process by signing this letter of interest and making the RFQ submittal.

This RFQ shall be governed by and construed in all respects according to the laws of the State of Texas.

Firm's Name: _____

Authorized Signature _____ Date _____

Telephone: _____ Fax: _____

E-Mail: _____

Attach IRS W-9



Addendum Acknowledgement

Receipt is hereby acknowledged of the following addenda to the Contract documents.

Addendum No. 1 dated _____	Received _____
Addendum No. 2 dated _____	Received _____
Addendum No. 3 dated _____	Received _____
Addendum No. 4 dated _____	Received _____
Addendum No. 5 dated _____	Received _____
Addendum No. 6 dated _____	Received _____

Company Name

Signature

Printed Name

Title



Debarment and Suspension Certification

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, 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) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; 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.

- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this bid proposal.

Business Name _____

Date

By: _____
Name and Title of Authorized Representative

Signature of Authorized Representative



Instructions for Certification

1. By signing and submitting this bid proposal, the prospective participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the determination whether to enter into this transaction. However, failure of the prospective participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the City of San Angelo determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available, the City of San Angelo may terminate this transaction for cause.
4. The prospective participant shall provide immediate written notice to the City of San Angelo to which this bid proposal is submitted if at any time the prospective participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549(13 CFR Part 145). You may contact the City of San Angelo for assistance in obtaining a copy of these regulations.
6. The prospective participant agrees by submitting this bid proposal that, should the proposed transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the City of San Angelo.
7. The prospective participant further agrees by submitting this bid proposal that it will include the clause titled "Certification Regarding Debarment And Suspension" provided by the City of San Angelo, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the City of San Angelo, the City of San Angelo may terminate this transaction for cause.