



Region 10 ESC

Experience the Power of 10

Solicitation: RFP #2023-12 Career and Technical Development Software

Dear Committee Member:

You have been selected to participate in the evaluation of proposals that have been received as the result of the above referenced solicitation. Your selection was based upon your qualifications in this area and your ability to develop an objective analysis of each proposal.

It is essential that the integrity of the evaluation process be maintained to ensure that each offeror is given fair and equal consideration. Familiarity with particular companies and/or individuals may tend to influence an evaluation; however, you are required in this specific instance to be particularly objective and guard against any tendency that might slant your evaluation in favor of a personal preference.

You are required to report to Region 10 Education Service Center any actual or potential conflict of interest. In addition, you must report to Region 10 Education Service Center the existence of any personal relationship with any other offeror or subcontractor of the offeror which could affect or give the appearance of affecting your objectivity.

You are also required to maintain strict security regarding the content of any proposal and the proceedings of the Evaluation Committee meetings during the evaluation process. Once the evaluation process has started, it is essential that any contact with the offerors be through, and by, the proper Region 10 Education Service Center personnel. In addition, the Evaluation Committee Member shall not communicate, except during formal Committee meetings, with any offeror or subcontractor of the offeror prior to award.

To emphasize the importance of the above considerations, you are asked to sign the following statement:

I have read and understand the above and agree to be bound by the rules and principles represented. I know of no conflict of interest on my part nor have I committed any indiscretion or accepted any gratuities or favors that would compromise my impartiality. I will maintain all deliberations of the evaluation committee in strict confidence during the evaluation process. My recommendations shall be based upon an objective/subjective review of the offeror's proposal(s) and the appropriate award criteria.


Signature

5/17/23
Date

Michael Pflug
Evaluator's Printed Name



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Michelle Turner
Signature

5.17.23
Date

Michelle Turner
Evaluator's Printed Name



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