CPDC - CM Technical Bulletin
CM 14-05 R

Date: December 12, 2014 – REVISED May 25, 2016

From: Jim Hoffman – CPDC Chief of Construction Management

Distribution: Executive Facilities Officers, Procurement and Support Services Officers, Directors of Facilities Operations, CPDC Staff, Andrea Gunn Eaton – University Counsel

<table>
<thead>
<tr>
<th>Item</th>
<th>Subject: Formal Solicitation for Services: Conflict of Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td><strong>Information:</strong> For all solicitations for major and minor capital best value projects, including but not limited to CM at Risk, Design-Build, Collaborative Design-Build, etc.: Prior the start of the proposal evaluation process, all persons participating in the proposal evaluation process must complete a Conflict of Interest and Confidentiality Statement, form CRL057. The completed statements should be retained as part of the contract file.</td>
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<tr>
<td>B.</td>
<td><strong>Where to Find:</strong> See attached sample Conflict of Interest and Confidentiality Statement, which can be found on the Sample Forms, under Bid.</td>
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<tr>
<td>C.</td>
<td><strong>Website:</strong> N/A</td>
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<tr>
<td>D.</td>
<td><strong>Applicability:</strong> California State University Systemwide</td>
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End of Bulletin
Conflict of Interest  
and  
Confidentiality Statement  
[Insert RFP #]  
[Insert RFP Name]

I certify that I have no personal or financial interest and no present or past employment activity which would be incompatible with my participation in this solicitation process and that I am fully able to give full, fair and impartial consideration to all proposals/bids as an appointee to the related evaluation team.

I fully understand and agree to immediately disqualify myself as soon as I am aware of a conflict of interest that may compromise my fair and impartial consideration of the proposals/bids.

I certify that I will hold in the strictest confidence all bids, proposals, correspondence, memoranda, working papers, or any other media, which has any bearing on, or discloses any aspect of, any vendor's response or potential response to the RFP.

I fully understand that it is unlawful for a person to utilize any CSU or CSU auxiliary organization information that is not a matter of public record, for personal pecuniary gain.

I fully understand that any violation of the above is a basis for disciplinary action, up to and including dismissal, civil action, and/or criminal prosecution (see Cal. Govt. Code §§ 91003.5, 91004-91005.5, and 91000, respectively).

I am aware that the following firms have submitted proposals:

{List firms}

Date: ___________________________  
Signed: ___________________________

Name: ___________________________  
Title: _____________________________  
Organization: _________________________