

**NORTH CAROLINA  
DEPARTMENT OF ADMINISTRATION**

MEMORANDUM TO: DEPARTMENT - Crime Control and Public Safety  
ATTENTION: Angela Wainright  
DATE: February 23, 2011  
SUBJECT: Regional Hazardous Materials Study Part 3  
OUR CASE # 201001997  
COMMODITY # 962-58 VENDOR(S) #72-1045884

Approval is hereby given for execution of the contract submitted on **February 23, 2011** with **IEM, Inc.** represented by **Christopher Kisling, Director, Bids and Proposals, 2400 Ellis Road, Suite 200, Research Triangle Park, North Carolina 27703** for consulting services in accordance with their proposal entitled **North Carolina Regional Hazardous Materials Study – Part 3**.

For the duration of this contract, **beginning from date of award with the option to renew for two (2) additional one (1) year periods**, the contract amount approved shall not exceed **\$170,831.06**. Please return a copy of the executed contract to the Division of Purchase and Contract, Administration Building, 116 West Jones Street, Raleigh, North Carolina 27603-8002, not later than **February 28, 2011**.

Determination is made of the following:

- a) That the contract is reasonably necessary to the proper function of the requesting agency because: **the Department needs a consultant to study the hazardous materials planning efforts of the Local Emergency Planning Committees in 22 central North Carolina counties.**
- b) That such services or advice to be furnished in the contract cannot be performed within the resources of such State Agency because: **the Department does not have the staff with the expertise to provide this service.**
- c) That the cost is **\$170,831.06** and this is reasonable as compared with the likely benefit or results of: **identifying hazardous materials and transportation routes throughout North Carolina.**
- d) That funds for such contract were appropriated under Session Law or funds are otherwise available from **Federal Grant Funds**.
- e) That all rules and regulations of the Department of Administration have been complied with.

RECOMMENDATION

James O. Staton 2/25/11  
State Purchasing Officer Date

APPROVAL

Kendra D. Hill 2/28/11  
For the Governor Date  
Counsel to the Governor

**COST PROPOSAL/EXECUTION OF PROPOSAL**

By submitting this proposal, the potential contractor certifies the following:

- This proposal is signed by an authorized representative of the firm.
- It can obtain insurance certificates as required within 10 calendar days after notice of award.
- The cost and availability of all equipment, materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All labor costs, direct and indirect, have been determined and included in the proposed cost.
- The offeror is aware of prevailing conditions associated with performing these services.
- The potential contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions.
- The offeror is registered in NC E-Procurement @ Your Service or agrees to register within two days after notification of contract award.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees, if this proposal is accepted within 60 days from the date of the opening, to furnish the subject services for a cost not to exceed \$ 170,831.06

OFFEROR: IEM, Inc.  
ADDRESS: 2400 Ellis Road, Suite 200  
CITY, STATE, ZIP: Research Triangle Park, North Carolina 27703  
TELEPHONE NUMBER: (919) 237-7464 FAX: (919) 237-7468  
E-MAIL: david.willauer@iem.com

Principal Place of Business if different from above (See General Information on Submitting Proposals, Item 18.):

Same as above

Will any of the work under this contract be performed outside the United States?  Yes  No  
(If yes, describe in technical proposal.)

**N.C.G.S. § 133-32 and Executive Order 24** prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

BY: Christopher Kisling TITLE: Director, Bids and Proposals DATE: January 6, 2011  
(Signature)  
Christopher Kisling  
(Printed name)

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ACCEPTANCE OF PROPOSAL

(Using Agency Name)

BY: Angela Warrington TITLE: Purchasing Agent DATE: 3/1/11

**THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL.**

Unsigned proposals will not be considered.