



CITY OF CERRITOS CONFLICT OF INTEREST NOTIFICATION AND DISCLOSURE FORM

RFP/BID/PROCESS NO: _____
(please provide the process number above as referenced in the official notice)

PURPOSE:

The City of Cerritos requires all contractors and sub-consultants to disclose any potential or actual conflicts of interest that may arise in connection with the services provided under the City's contracts. This form ensures transparency and accountability in City projects and upholds the public trust.

SECTION I: INSTRUCTIONS

All persons or firms seeking contractual agreements with the City of Cerritos must complete this form accurately and submit this form along with any such proposal. This requirement also applies to any proposed subconsultant(s). Failure to comply with this requirement may cause your proposal to be declared non-responsive. Any questions regarding the information required to be disclosed on this form should be directed to the City representative listed in the RFP/bid notification for the specific project or service to be awarded.

Name of Firm: _____
Name of Preparer: _____
Project No. & Title: _____
Date Submitted: _____

SECTION II: QUESTIONS

1. During the last twelve (12) months, has your firm provided a source of income to any City of Cerritos elected or appointed official(s) and/or employees, or have any City of Cerritos elected or appointed officials and/or employees held any investment (including real property) in your firm?

YES

NO

If "yes," please list the names of those City of Cerritos elected or appointed officials and/or employees and the nature of the financial interest (please attach additional sheets to this form if more space is needed):

Name:	Nature of Financial Interest:
_____	_____
_____	_____
_____	_____

2. Have you or any members of your firm been an elected or appointed official and/or employee of the City of Cerritos within the last twelve (12) months?

YES

NO

If "yes," please list the name, position, and dates of service (please attach additional sheets to this form if more space is needed):

Name	Position	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Are you or any managers, partners, or officers of your firm related by blood or marriage/domestic partnership to a City of Cerritos elected or appointed official and/or employee that is considering your proposal?

YES

NO

If "yes," please list the name and nature of the relationship (please attach additional sheets to this form if more space is needed):

Name:	Nature of Relationship:
_____	_____
_____	_____
_____	_____
_____	_____

4. Does a City of Cerritos elected or appointed official and/or employee hold a position at your firm as a director, officer, partner, trustee, employee, or any position of management?

YES

NO

If "yes," please list the name and nature of the relationship (please attach additional sheets to this form if more space is needed):

Name:	Nature of Relationship:
_____	_____
_____	_____
_____	_____
_____	_____

5. Have you or any managers, partners, or officers of your firm ever given (directly or indirectly), or offered to give on behalf of another or through another person, campaign contributions or gifts to any City of Cerritos elected or appointed official and/or employee (including contributions to a political committee created by or on behalf of a member/candidate)?

YES

NO

If "yes," please list the name, date the contribution or gift was given/offered, and dollar value (please attach additional sheets to this form if more space is needed):

Name:	Date:	Dollar Value:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION III: VALIDATION STATEMENT

By signing below, I acknowledge that:

- I have read and understand this form in its entirety;
- I am disclosing all relevant information regarding potential conflicts of interest in good faith; and
- I will notify the City of Cerritos immediately of any conflicts that arise during the term of this contract.

This Validation Statement must be completed and signed by at least one General Partner, Owner, Principal, or Officer authorized to legally commit the proposer.

DECLARATION

I, (printed full name) _____, hereby declare that I am the (position or title) _____ of (firm name) _____, and that I am duly authorized to execute this Validation Statement on behalf of this entity. I hereby state that this City of Cerritos Conflict of Interest Form dated _____ is correct and current as submitted. I acknowledge that any false, deceptive, or fraudulent statements on this Validation Statement will result in rejection of my proposal and certify under penalty of perjury under the laws of the State of California that the information provided on this form is true and complete.

Signature of Person Certifying for Proposer
(original signature required)

Date

NOTICE

A material false statement, omission, or fraudulent inducement made in connection with this City of Cerritos Conflict of Interest Notification and Disclosure Form is sufficient cause for rejection of the contract proposal or revocation of a prior contract award.