Attachment D: Sample Offeror's Transmittal Letter

Offeror's Transmittal Letter

To: Regional Director Interior Region 1
National Park Service
1234 Market Street
Philadelphia, PA 19107

Attention: Commercial Services Leasing Program Manager

Dear Regional Director:

[Name of Entity/Individual] (or "Offeror") is submitting the enclosed proposal in response to the Request for Proposals (RFP) to lease National Park Service facilities and associated land, System for Award Management (SAM) posting "**CACO_Armstrong-Dune-Shack_RFP_2026**" issued by the public notice as listed on www.SAM.gov, to operate properties within Cape Cod National Seashore. [Name of Entity/Individual] understand/s that by submitting the enclosed proposal, the terms and conditions contained in the proposal become part of this document (i.e. are incorporated by reference), and that [Name of Entity/Individual] will be bound by the terms of the enclosed proposal, subject to its terms and conditions, if selected as the successful applicant.

The Offeror is enclosing the required [File Name of their Proposal] in response to the NPS issued RFP.

The Offeror certifies that the information furnished herewith is complete, true, and correct, and recognizes that false statements may subject the Offeror to criminal penalties of 18 U.S.C. 1001. The Offeror agrees to meet all the minimum requirements of the draft sample lease, and the RFP, and that the Offeror has provided all of the mandatory information specified in the RFP in order to be considered for selection.

The Offeror certifies in accordance with 2 C.F.R. Part 180 and 1400 the following:

- None of the individuals or entities seeking participation in this Lease are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from a public transaction by a federal department or agency.
- Within the three years preceding submission of the Proposal, none of the individuals or entities seeking participation in this Lease have 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, or for violation of federal or state antitrust statutes or for commission of embezzlement, theft, forgery, bribery, falsification of records, making false statements, or receiving stolen property.
- None of the individuals or entities seeking participation in this Lease are presently indicted for or otherwise criminally or civilly charged by a federal, state or local unit of the government with commission of any of the aforementioned offenses.
- The individuals or entities seeking participation in this Lease have not had one or more public transactions (federal, state or local) terminated for cause or default within the three-year period preceding the submission of the Proposal.

The Offeror, by submitting this Proposal hereby agrees, if selected for award of the new Lease:

To the minimum requirements of the RFP package and to comply with the requirements of 2 C.F.R. Part 180 and Part 1400 (available at www.accessgpo.gov).

To complete the execution of the final Lease, without substantive modification (except as may be required by the NPS pursuant to the terms of the RFP), within thirty business days after it is presented by the National

Park Service. [Name of Entity/Individual] agrees to meet all the minimum requirements of the draft sample lease and the RFP.

[Include only if the Offeror is not to be the Lessee] To provide the entity that is to be the Lessee under the draft sample lease with the funding, management, and other resources described in our proposal.

BY _____ DATE _____
(Type or Print Name)

Signature: _____
Title: _____
Address: _____
_____
_____

Phone Number: _____
Email Address: _____