

*[Completion of this form may be requested during the Negotiation Phase of the RCP.]*

**DEPARTMENT OF FINANCIAL SERVICES  
Description of Contract Disputes Form**

**Attachment E**

**Definition:**

The term “contract disputes” means any circumstance involving the performance or non-performance of a contractual obligation that resulted in any of the following actions:

- Identification by the contract customer that the Respondent was in default or breach of a duty or performance under the contract;
- An issuance of a notice of default or breach;
- The institution of any judicial or quasi-judicial action against the Respondent as a result of the alleged default or defect in performance; or
- The assessment of any fines or direct, consequential, or liquidated damages under such contracts.

**Instructions:**

The Respondent must report all contract disputes the Respondent (including its affiliates, subcontractors, agents, etc.) has had with any customer within the last two (2) years related to contracts under which the Respondent provided (or provides) commodities and/or services in the United States on an organizational or enterprise level that may impact or has impacted the Respondent’s ability to provide the services described in this procurement.

For each contract dispute, provide the following information:

- Identify the contract to which the dispute related;
- Explain what the dispute related to; and
- Explain whether and how the dispute was resolved.

The Respondent may use additional pages if required.

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**Select one:**

- The Respondent has no contract disputes to report.**
- The Respondent has the following contract dispute(s) to report:**