



GREGORY-PORTLAND ISD

PROJECT NAME: ELA Curriculum to Maximize Coherence Across Grade Levels

CLIENT NAME: Gregory-Portland ISD

LOCATION: 1200 Broadway Blvd., Portland, TX 78374

PROJECT NUMBER: RFP# 2223-03

PROPOSAL DUE DATE: Thursday May 25, 2023 @ 2:00 PM

Instruction to Bidder:

Proposals/Bids are solicited for furnishing the merchandise, supplies, services and/or equipment set forth in this proposal/bid. Complete proposal documents will be **accepted until 2:00 p.m.**, at the Gregory-Portland ISD Administration Office, Attn: Chris Casarez- Purchasing Coordinator, 1200 Broadway Blvd., Portland, Texas 78374. **LATE** proposals will be returned unopened to the Bidder. Bidders are invited to be present at the proposal opening. **PLEASE MARK THE FRONT OF ENVELOPE WITH RFP# 2223-03** ELA Curriculum.

Proposals/Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by bidder guaranteeing authenticity. After the official opening, proposals/bids may not be amended, altered, or withdrawn.

The undersigned agrees, if this proposal/bid is accepted, to furnish any and all items upon the terms and conditions contained in the specifications. If the bidder fails to follow proposal/bid specifications then the Uniform Commercial Code will govern. The period for acceptance of this proposal will be ninety (90) calendar days unless bidder inserts a different period.

Please note the attached conditions of the proposal/bids. All proposals/bids must be submitted on proposal/bid sheets provided and in accordance with specifications and descriptions on the proposal sheets. Proposals may be submitted on any/or all items, unless stated otherwise. The district reserves the right to accept or reject in part or in whole any proposal/bid submitted, to waive any technicalities, and to award the proposal/bid in the best interest of the district.

All questions relating to specifications must be in writing to:

Chris Casarez ccasarez@g-pisd.org, Purchasing Coordinator with a copy to Anissia Hedrick ahedrick@g-pisd.org, Curriculum Department Secretary.

Please check the website daily for addendums, and questions and answers posted.

GREGORY-PORTLAND INDEPENDENT SCHOOL DISTRICT

1200 Broadway Blvd. Portland, TX 78374; 361-777-1091

RFP# 2223-03 ELA Curriculum to maximize coherence across grade levels

SCOPE OF SERVICES

Scope of Proposal

G-PISD is seeking qualified vendor(s) to provide high-quality English Language Arts curriculum for grades K - 8 ("ELA Curriculum"). This includes comprehensive ELA curriculum that maximizes coherence across grade levels with up-to-date, evidence-based, research-based, relevant, and appropriate materials that will effectively address learning loss among students, support teaching and learning of all learners in all classrooms in Grades K-8. All materials must be considered high-quality instructional materials for core and Tier 1 as approved by Texas Education Agency. Requirements and provisions are provided below. Approximate number of product for RFP purposes:

Gr. K	349 English	25 Spanish
1 st Gr.	349 English	25 Spanish
2 nd Gr.	377 English	10 Spanish
3 rd Gr.	368 English	10 Spanish
4 th Gr.	362 English	10 Spanish
5 th Gr.	393 English	10 Spanish
6 th Gr.	383 English	0 Spanish
7 th Gr.	361 English	0 Spanish
8 th Gr.	357 English	0 Spanish
Teacher Editions	86 English	0 Spanish

The district may award this RFP to multiple respondents, based upon the evaluation of all proposals received. A contract for professional services will be executed with the successful vendor(s) as a result of this process. More details are included in the Specifications selection of this Request for Proposals.

Proposals must include options to support teacher training and implementation, including web-based and in person training or professional development as detailed in the Scope of Work solicitation document.

This is a service contract and effective from Board approval.

Proposal Submittal A signed, submitted proposal constitutes an offer to perform the work specified in the solicitation.

Specifications The offeror shall note in writing any deviations from the specifications and shall submit those changed specifications as alternates.

General Evaluation G-PISD will generally award contracts based upon the lowest, responsive, responsible offer, price and other factors considered. It is not the practice of the district to

purchase on the basis of low price alone. In determining the "lowest responsible" offer, G-PISD may consider, in addition to price, other factors such as compliance with the RFP documents, delivery requirements, suitability of services, past performance of the vendor, other factors contributing to the overall costs, both direct and indirect, related to an item, and compliance with G-PISD's policies and goals.

The district may award a contract to the responsive, responsible offeror with the lowest aggregate offer. If unable to award as a package, the district will evaluate proposals and may award alternate awards.

Extensions of unit prices shown will be subject to verification by the district. In case of variation between the unit price and the extension, the unit price will shall prevail.

In determining how to award a contract or contracts in conjunction with the RFP, the District shall consider the following:

1. The purchase price;
2. The reputation of the vendor and of the vendor's goods or services;
3. The quality of the vendor's services;
4. The extent to which the services meet the district's needs;
5. The vendor's past relationship with the district;
6. The total long-term cost to the district to acquire the vendor's services; and
7. Any other relevant factor specifically listed in the request for bids or proposals.

Selection Process the Evaluation Committee will be composed of members from the Gregory-Portland School District. The Evaluation Committee will consist of no less than three (3) and no more than seven (7) members. The Gregory-Portland School District reserves the right to add, delete or substitute members of the Evaluation Committee as it deems necessary.

Pricing - All fees and charges should be included in the prices section. However, if the proposer anticipates any extraordinary charges, they must be detailed in the proposal.

Proposal will be evaluated and scored independently by each member and the scores will be compiled to generate a combined score. The proposals will be rank in order, beginning with one, then two, three, and so on, until all proposals have been ranked. The proposal receiving the highest combined point total will be ranked number one and the remaining proposals will be ranked following that method.

The Evaluation Committee will narrow the submitted proposals to the few that best meet the requirements of the Request for Proposal (RFP) and which best meets the complete needs of the School District. At that point interviews may be scheduled for oral presentations and interviews. Should a contract not be agreed upon, the committee will begin negotiations with the second-best proposer. This will continue until an acceptable agreement can be developed. The resulting contracts will be sent to the Board for approval along with the award recommendation.

Reservation of Rights G-PISD expressly reserves the right to:

1. Reject or cancel any or all proposals;
2. Waive any defect, irregularity or informality in any proposal or RFP procedure;
3. Waive as an informality, minor deviations from specifications at a lower

- price than other proposals meeting all aspects of the specifications if it is determined that total cost is lower and the overall function is not impaired;
4. Reissue an RFP;
 5. Consider and accept an alternate proposal as provided herein when most advantageous to G-PISD;
 6. G-PISD has the right to cancel the contract with a thirty-day written notice, without prejudice, for factors including, but not limited to, non-availability or non-appropriation of funds; and/or
 7. Procure any item or services by other means to meet time-sensitive requirements.

Acceptance Notification of award will be by a letter of acceptance. The letter of acceptance citing the RFP consummates the contract which consists of the RFP, the vendor's offer, and the signed letter of acceptance. Subsequent purchase orders may be issued as appropriate.

Invoices and Payments Offeror shall submit separate invoices, in duplicate, on each purchase order after each delivery and/or project completed. Invoices shall indicate the purchase order number and the RFP number. Invoices shall be itemized. Payment shall not be due until all items on the purchase order have been received by District (unless specified in the specifications) or the project has been completed and the above instruments are submitted and the invoice has been accepted by District.

Warranty Price The price to be paid shall be that contained in offeror's proposal which offeror warrants to be no higher than offeror's current prices on specification covered by this RFP for similar quantities under similar or like conditions and methods of purchase. In the event offeror breaches this warranty, the prices of the services shall be reduced to the offeror's current prices on orders by others, or in the alternative, District may cancel this RFP without liability to offeror for breach.

Termination District shall have the right to terminate for default all or any part of this contract if offeror breaches any of the terms hereof or if the offeror becomes insolvent or files any petition in bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies which District may have in law or equity, specifically including, but not limited to, the right to collect for damages or demand specific performance.

District has the right to terminate this contract for convenience, without penalty, for non-appropriation or non-availability of funds by delivery to the offeror of a "Notice of Termination" specifying the extent to which performance hereunder is terminated and the date upon which such termination becomes effective.

District may terminate the contract and debar the vendor from future "bidding" for violations of the federal requirements including, but not limited to, "Contract Work Hours and Safety Standards Act", and "Equal Employment Opportunity Act"

Assignment-Delegation No right or interest in this contract shall be assigned or any obligation delegated by offeror without the written permission of District.

Interpretation This writing is intended by the parties as a final expression of their agreement and is intended also as a complete and exclusive statement of the terms

thereof. No course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any term used herein, and acceptance of a course of performance rendered under this RFP shall not be relevant to determine the meaning of this RFP even though the accepting party has knowledge of the performance and opportunity for objection.

Applicable Law This RFP, and its resulting contract, shall be governed first by the laws of the State of Texas, and venue for any disputes arising thereunder shall be in San Patricio County, Texas.

Notification of Criminal Record The person or entity submitting an offer must give notice to the district, at the time of offer submission, if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in this conviction of a felony (this requirement does not apply to a publicly held corporation).

Indemnification and Hold Harmless Except as otherwise expressly provided, offeror shall defend, indemnify, and hold G- PISD harmless from and against all claims, liability, loss and expenses, including reasonable costs, collection expenses, and attorneys' fees incurred, which arise by reason of the acts or omissions of offeror, its agents or employees in the performance of its obligations under this contract. This clause shall survive termination of this contract.

Confidentiality Agreement The person or entity submitting an offer must sign an agreement acknowledging that all data and information provided for use under any agreement will be held in the strictest confidence.

Distribution The School District owns the exclusive right to distribute this and any procurement document to vendors requesting to be included in the procurement process or to vendors that have been identified as vendors qualified to provide the goods and/or services required in this document.

Discussion/Negotiations Discussions/negotiations may be conducted with offerors who are deemed to be within the competitive range; however, District reserves the right to award a contract without discussions/negotiations. The competitive range will be determined and will include only those initial offers determined to have a reasonable chance of being awarded a contract. If discussions/negotiations are conducted, offerors will be required to submit a best and final offer. The best and final offers may be required as early as 24 hours after completion of negotiations/discussions.

Response Forms Forms that are required to be completed and submitted along with your response. Failure to complete and submit these forms is grounds for disqualification of your offer. The required forms and the purpose they fulfill are:

Responsibilities of Offerors

1. The responsibility for compliance with this solicitation and the subsequent contract shall be with the bidder/ offeror.
2. Offerors are expected to provide prompt service that is due under this contract including warranties and identified deliverables. Past performance of

offerors may be a factor in awarding future contracts.

3. Offerors are expected to deliver service(s) per specifications.
4. **Submit three (3) original and one (1) electronic copy (jump drive)**
5. The proposer declares that in the event of the award of a contract to the undersigned to this offer will comply with all federal, state and local laws.
6. Respondents are asked to honor the fidelity of the proposal process by limiting contact regarding the proposal to only the District's representatives designated herein.

Evaluation and Award Process: Proposals received as a result of this solicitation will be evaluated according to details included in above of this document and scored according to the following scoring

1	<p>The purchase price – The price of the product is consistent with market value for similar products, and matches the quality of the product</p> <ul style="list-style-type: none"> • A detail description of cost of products per year is provided. • G-PISD discount % is clearly specified • Cost is itemized separately 	50
2	<p>The extent to which the products meet the district’s needs:</p> <ul style="list-style-type: none"> • Do the products address core and Tier 1 need? • Increase in student achievement for the content or program area purchased. • Texas Education Agency Approved High Quality Instructional Materials. 	25
3	<p>The vendor’s past relationship with the district:</p> <ul style="list-style-type: none"> • Has the product been used with clearly measurable success in G-PISD or districts of similar size and demographics? • Usage reports indicate consistent use and /or implementation. • Service has been used in similar Texas school district. 	5
4	<p>The reputation of the vendor and of the vendor’s services:</p> <ul style="list-style-type: none"> • What type of service agreement accompanies the product at no additional charge, including start-up training, and ongoing professional development? • Request for technical assistance were addressed within 24 hours on a consistent basis • References. 	10
5	<p>The quality of the vendor’s services:</p> <ul style="list-style-type: none"> • The description and sample provided clearly illustrates the use and purpose of the product. • The description provided matched the actual product. • High Quality Materials per Texas Education Agency. 	10
Total Points		100

Projected Dates of Award and Implementation:

Questions related to this Request for Proposal will be received only in writing via e-mail. Questions may be emailed to Chris Casarez ccasarez@g-pisd.org with a copy to Anissia Hedrick ahedrick@g-pisd.org

The deadline for sending questions related to this RFP is 11:00 a.m. on May 19, 2023.

Responses to the RFP are due to the District by 2:00 P.M. on May 25, 2023.

Scope of Work

Introduction: For the award period of September 1, 2023, through August 31, 2024, for ELA Curriculum, Gregory- Portland School District’s (“the District”) intention is to go to a District board meeting in June 2023.

The district will award this RFP to qualified respondent(s), based upon the evaluation of all proposals received. The award(s) will be for One (1) year with two (2), one (1) year renewable options. A master contract will be executed with the successful vendor(s) as a result of this process.

Gregory-Portland School District (“the District”) through its Curriculum and Instruction Department is publishing a Sealed Request for Proposal (“RFP”) soliciting vendor proposals and qualifications for contracted educational services in the area of ELA Curriculum.

The District Improvement Plan through the Comprehensive Needs Assessment will guide facilitation and evaluation of the ELA Curriculum to improve the quality of student learning. Respondents to the RFP shall align their proposal to the District Improvement Plan and to the Gregory-Portland Independent School District’s Strategic Plans goals and objectives to include:

PRIORITY 1 - EXCEPTIONAL STUDENT PERFORMANCE

- 1.1 - Annually increase performance in READING for all students and all student groups.
- 1.2 - Annually increase performance in MATH for all students and all student groups.
- 1.3 - Annually increase performance in COLLEGE, CAREER, and MILITARY READINESS (CCMR) for all students and all student groups.
- 1.4 - Annually increase student engagement for all students and all student groups.
- 1.5 - Annually increase the percentage of students who feel safe at school.

ATTACHMENTS TO BE COMPLETED AND RETURNED WITH EACH PROPOSAL

Attachment A.	Signature Page
Attachment B.	Proposal Cost Form
Attachment C.	Description Form
Attachment D.	W-9
Attachment E.	Form CIQ: Conflict of Interest Questionnaire
Attachment F.	Felony Conviction Notice
Attachment G.	Non-Collusion Statement
Attachment H.	Suspension or Debarment Certificate

SIGNATURE PAGE

Please attach any additional information and/or brochures that would provide additional information about your firm in relation to this request.

APPLICATION SIGNATURE:

Until a contract resulting from this process is executed, no employee, agent or representative of any professional services provider shall make available or discuss its proposal with the media in any form, electronic or printed, and elected or appointed official or officer of the District, or any employee, agent or other representative of the District, unless specifically allowed to do so by the Federal and State Programs.

The information contained herein is true and accurate to the best of my knowledge. By signing below, the firm agrees to allow SISD to check references given and that the information regarding the size and scope of each project is accurate. Further, the signature below certifies that this Qualification Statement has been completed with no consultation, collaboration or conversation with other firms competing on the same project.

Name (Please print name)

Title

Signature of Firm's contact person

PROPOSAL COST FORM

Please include the cost for your proposal on this form and address the checklist for the minimum requirements of this solution:

Name of Texas Education Agency approved Core/Tier 1 product(s) (and unit cost):

Description of any other optional or required associated costs in conjunction with this product:

Description and cost of any other optional or required Professional Development associated with this product:

Gregory-Portland ISD reserves the right to entertain additional services available during the life of this agreement that have yet to be developed but would enhance the services provided under this agreement. Such considerations should be made available as part of the routine services included in this agreement and made available to client similar to GPISD at no addition fee. Should additional fees be required for services not yet developed, GPISD shall receive a cost justification proposal for the added service and shall have the right to accept or reject any such offer independent of the original agreement, to negotiate with the successful vendor for additional value and to counteroffer additional value, which may include pricing, additional warranty, technical support and/or training.

Signature

Date

Title or Position on Company

DESCRIPTION FORM

Firm Name:

Address:

City:

State:

Zip

Contact Person(s)

Contact No. 1

Name:

Title:

Telephone

E-Mail _____

CURRENT CLIENTS

Please list three (3) of your current school district clients whose projects reflect the scope of your present workload. For each, please provide any measurable data that indicates improvement over a period of at least two years.

District _____

Contact person/title _____

Phone number _____

Project description _____

B. Projects _____

District _____

Contact person/title _____

Phone number _____

C. Projects _____

District _____

Contact person/title _____

Phone number _____

Project description _____

How long have you been providing ELA Curriculum services?

Have you previously provided educational materials/services at Gregory-Portland ISD? If yes describe

Qualification Statement

Please provide a brief statement describing what makes your firm uniquely qualified to perform high quality ELA Curriculum materials and services:

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.	See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <hr/> <p>2 Business name/disregarded entity name, if different from above</p> <hr/> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p style="font-size: small;">(Applies to accounts maintained outside the U.S.)</p>
		<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <hr/> <p>6 City, state, and ZIP code</p> <hr/> <p>7 List account number(s) here (optional)</p> <hr/>	<p>Requester's name and address (optional)</p> <hr/>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
				-			-				
or											
Employer identification number											
				-							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	<p>OFFICE USE ONLY</p> <p>Date Received</p>
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1 Name of vendor who has a business relationship with local governmental entity.

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 **Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).**

7

Signature of vendor doing business with the governmental entity
Date

FELONY CONVICTION NOTICE

Texas Education Code, Section 44.034, Notification of Criminal History, Subsection (a) states, "a person or business entity that enters into a contract with a School District must give **advance notice** to the District if the person or owner or operator of the business entity has been convicted of a felony." The notice must include a general description of the conduct resulting in the conviction of a felony.

Subsection (b) states, "a school District may terminate a contract with a person or business entity if the District determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction." The District must compensate the person or business entity for services performed before the termination of the contact.

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony conviction has been reviewed by me and the following information furnished is true to the best of my knowledge.

Vendor's Name _____

Authorized Company
Official's Name (please print) _____

A. My firm is not owned or operated by anyone who has been convicted of a felony.

Signature of Company Official _____ Date: _____

B. My firm is owned or operated by the following individual(s) who has/have been convicted of a felony.

Name of Felon(s) _____

Details of Conviction(s) _____

Signature of Company Official _____ Date: _____

C. My firm is a publicly owned, Stock-exchange Corporation; therefore, this reporting requirement is not required.

Signature of Company Official _____ Date: _____

Suspension or Debarment Certificate

Non-Federal entities are prohibited from contracting with or making subawards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all subrecipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the bidder:

- Certifies that the owner/operator has not been convicted of a felony except as indicated on separate attachment to this offer, in accordance with Section 44.034, Texas Education Code, and
- Certifies that no suspension or disbarment is in place, which would preclude receiving a federally funded contract under the Federal OMB, A-102, Common Rule (_36)

Vendor Name _____

Authorized Company Official's Name _____

Signature of Company Official _____ Date _____

Vendor E-mail Address _____

Vendor Telephone Number _____