



AN EARLY COLLEGE DISTRICT

# BROWNSVILLE

INDEPENDENT SCHOOL DISTRICT

1900 E. Price Road Room #107, Brownsville, Texas 78521  
(956) 548-8361 Fax (956) 548-8367

**Dr. René Gutiérrez**  
Superintendent

**Alejandro Cespedes**  
Chief Financial Officer

To: Brownsville I.S.D. Awarded Vendors

From: Rosario Peña, RTSBA *Delia Peña for R. Peña*  
Purchasing Director

Date: August 18, 2023

Subject: RFQ# 21-123 / Air Conditioning Systems (HVAC) Test and Balance Services  
District-Wide

Thank you for bidding with Brownsville ISD. This is to congratulate and inform you that your company has been re-awarded RFQ #21-123 Air Conditioning Systems (HVAC) Test and Balance Services District-Wide. The following companies were awarded under RFQ # 21-123.

**PHI Service Agency, Inc.**  
**TABFX, LLC**

The RFQ is for Mechanical, Electrical, Plumbing (MEP) Engineering Services District-Wide for the 2023-2024 school years. The RFQ period is August 1, 2023 to August 1, 2024. This is the final year of the three (3) year contract.

Individual purchase orders will be issued for each purchase made by the district. **The Bid/CSP/RFP or RFQ number and discount price must be listed within the body of each quote.** Purchase Order numbers must be listed on each packing slip and invoice. Please do not process order(s) until you have received the official original purchase order document issued by Brownsville ISD. Vendors, by accepting a purchase order from Brownsville ISD, your company under penalties of perjury, is complying with Senate Bill 9 and proof must be submitted to the Purchasing Office prior to performing any service(s). This bill states that all vendors' employees, subcontractors, and volunteers who have contact with students must have passed a criminal history background check within the last year. Please visit our website at <https://www.bisd.us/departments/business-and-operations/purchasing> if further information is needed.

Awarded vendors, please note that in order to visit District sites, you must receive clearance from the Purchasing Department. For additional information or questions, please contact the Purchasing Department:

Connie Alvear, CTSBS, Senior Buyer  
956-548-8361 / [mcalvear@bisd.us](mailto:mcalvear@bisd.us)

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