
REQUEST FOR PROPOSAL

ERATE FUNDING YEAR 2020-21

FCC FORM 470 # 200007756 (WHIS 2020-C2)

APPLICANT

White Settlement Independent School District (BEN: 140890)
401 S Cherry Lane, Fort Worth, TX 76108
(817) 367-5356

DUE DATE: Tuesday, March 3, 2020

Bids must be submitted online no later than 2:00 pm CST
on the due date listed above.

Submit Questions no later than: Friday, January 31, 2020

Questions must be submitted online no later than 2:00 pm CST
on the due date listed above.

ONLINE SUBMISSION: <https://kelloggllc.bonfirehub.com/portal>

THE FOLLOWING INFORMATION IS INCLUDED IN THIS RFP:

- Bid Specifications
- Applicant Sites
- Proposal Requirements
- Vendor Registration
- Evaluation Criteria
- Required Forms
- Bid Table Instructions
- PROPOSAL FORM – Pricing Schedule – ATTACHMENT A
- PROPOSAL FORM – Experience & References – ATTACHMENT B
- PROPOSAL FORM – Vendor Forms – ATTACHMENT C

BID SPECIFICATIONS

**** PROPOSALS REQUESTED FOR MANUFACTURER AS LISTED OR EQUIVALENT ****

The District is seeking bids for the items listed below and is requesting bids for quantities up to the amounts shown. The District will consider multi-year agreements featuring annual voluntary renewals. The District reserves the right to purchase some, all, or none of the products and services awarded under this contract for E-Rate FY2020 and subsequent E-Rate funding years covered by the agreement.

The applicant is NOT requesting installation or configuration.

Bidders are requested to include shipping and handling and any other applicable fees.

The applicant is requesting basic maintenance for new equipment including manufacturer maintenance support services (MSS) and bundled warranty only for equipment listed on this request.

Items requested are as follows OR EQUIVALENT:

- A. Cisco Catalyst 9120AXI** Wireless Access Points, Qty 555
- B. Cisco Catalyst 9130AXE** Wireless Access Points including adapter and patch antenna
 - a. Cisco Catalyst 9310AXE** Wireless Access Points w/ external antennas, Qty 8
 - b. Cisco AIR-CAB002-D8-R=** 8-port DART to RP-TNC adapter, Qty 8
 - c. Cisco AIR-ANT2566P4W-R** Aironet 2.4-GHz/5-GHz MIMO 4-Element Patch Antenna, Qty 8

Site	Access Points Quantity Requested	
	9120AXI	9130AXE AIR-CAB002-D8-R= AIR-ANT2566P4W-R
Brewer High School	167	8
Brewer Middle School	74	
Liberty Elementary School	46	
North Elementary School	67	
West Elementary School	44	
Blue Haze Elementary School	60	
Tannahill Intermediate	60	
White Settlement ISD Fine Arts Academy	28	
Special Programs	0	
Technology Department	9	
TOTAL:	555	8

APPLICANT SITES

Site	Entity	Address	City	ST	Zip
Brewer High School	87472	1025 W. Loop 820 North	Fort Worth	TX	76108
Brewer Middle School	87473	8041 Gibbs	White Settlement	TX	76108
Liberty Elementary School	87471	1000 S. Cherry Lane	White Settlement	TX	76108
North Elementary School	87469	7976 Whitney Dr.	Fort Worth	TX	76108
West Elementary School	87470	9850 Legacy Drive	Fort Worth	TX	76108
Blue Haze Elementary School	87476	8901 White Settlement Rd	White Settlement	TX	76108
Tannahill Intermediate	203404	601 Blue Haze Dr	Fort Worth	TX	76108
White Settlement ISD Fine Arts Academy	16054168	701 American Flyer Blvd	Fort Worth	TX	76108
Special Programs	17022002	8301 Downe Drive	White Settlement	TX	76108
Technology Department	16068467	7911 Gibbs St.	White Settlement	TX	76108

PROPOSAL REQUIREMENTS (C2)

Proposal Requirements

1. **E-Rate Program Compliance.** Service providers (bidders) must comply with E-Rate program rules as set forth by the Federal Communications Commission (FCC) and administered by the Universal Service Administrative Company (USAC).

Disqualification – FCC Form 498 ID Status. If the bidder is under FCC red light status or does not have an FCC Form 498 ID (service provider identification number), the bidder may be disqualified by the applicant school or library.

If at any time during the contract period the service provider is red lighted, debarred, or otherwise no longer eligible to participate in the E-Rate program, the applicant reserves the right to terminate the contract.

2. **Equivalent products and services.** Proposals are requested for the specified manufacturer, part, model number OR EQUIVALENT.
3. **Mandatory Bidders' Conference or Walk Through.**

☐ APPLIES TO THIS RFP

☒ DOES NOT APPLY FOR THIS RFP

4. **Questions.** Questions must be submitted online <https://kelloggllc.bonfirehub.com/portal> prior to the end of the question period.
5. **Proposal Acceptance.** The applicant school or library reserves the right to accept some, all or none of the items included in the proposal. Notification of bid acceptance or bid rejection will be provided at the discretion of the applicant school or library.
6. **All Costs.** Pricing proposed by the bidder must include all costs. All costs to provide the product or service should be included in the pricing schedule. Price increases will not be allowed during the term quoted. Prices may be lowered based on market conditions.
7. **Cost Allocation.** Bidders must clearly separate E-Rate eligible costs from ineligible costs.
8. **Contracts.** Bidders for services other than tariff or month-to-month arrangements, must include a contract or legally binding agreement in response to this RFP with signature block for both service provider and applicant. The agreement should be provided in form only and will not be completed and executed until after bids are awarded by applicant and negotiations completed as applicable. *Quotes are not considered a legally binding agreement.*
9. **Contract Terms.** Bidder must clearly define contract terms for all pricing submitted. The District may consider multi-year contracts featuring voluntary renewals. The term should include as a minimum the period April 1, 2020 through September 30, 2021. Products may be purchased as early as April 1, 2020 through the end of E-Rate FY2020, September 30, 2021. Proposers should provide the District with the opportunity to extend or renew the contract for subsequent E-Rate funding years through September 30, 2025. The District intends to purchase products and services from the contract awarded from this RFP over an extended period through September 30, 2025.

The applicant will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract term coincide with an E- Rate “program year” or an extended service end date for an E-Rate program year pursuant to a “service delivery deadline extension,” as those terms are defined by the Federal Communications Commission (FCC) and/or the Universal Service Administrative Company (USAC).

10. **Description of Proposal.** Bidder will provide a description of their proposal for all services and solutions. Description will include an overview of the proposal, any deviations from the requested architecture, design or requirements, assumptions made, and any other details that may be useful or necessary for proper evaluation of the proposal.
11. **Required Notice to Proceed and Funding Availability.** The applicant will follow the purchasing policies of their governing board and requirements and procedures of the FCC’s E-Rate program as administered by USAC to be eligible for all available funding. The implementation of any associated contracts resulting from this competitive bid process will be dependent on the applicant’s issuance of a written Notice to Proceed. E-Rate funding notification alone will not signify Notice to Proceed. The applicant will have the right to allow the contract to expire without implementation if appropriate funding does not become available.

12. Bids for Category Two products and services.

- Bids for equipment should clearly list the location where the equipment will be installed.
- Bids should meet industry standards and comply with applicable local, state and federal codes and regulations. For example, network wiring/cabling should meet or exceed EIA/TIA standards and national Electrical code standards.
- Equipment should be properly configured, installed and tested.
- Include all items necessary for equipment to be fully operational including necessary cabling, connectors, components, installation, configuration, travel, per diem, and any other applicable fees.
- All installed equipment and cabling should be labeled.
- In addition to standard labeling (i.e. patch panels labeled with cable number), equipment should be labeled with E-Rate information as follows:

Funding Request Number (FRN)
Form 471 Application Number
Purchase Order Number
Installation Date

- Bids for ON-SITE maintenance services must include the quantity, make, and model number of all E-Rate eligible equipment to be maintained.
- Bids for managed internal broadband services must specify whether or not the equipment is owned by the applicant or the provider
- Bids for uninterruptible power supplies (UPS) should include a list of equipment that will be supported by the UPS, including quantity, make and model number.
- Bidders must include a statement of work (SOW)
- Bids for new equipment should include standard manufacturer’s warranty (up to three years)
- Bids for firewall appliances or firewall services must clearly cost allocate the ineligible portion. Refer to the E-Rate Eligible Services List for FY2020 regarding any changes to the eligibility of advanced firewall features.
- The value of any free products and/or services must be deducted from the cost of the proposal.
- Bids should include installation and configuration unless otherwise noted
- Bids should clearly describe all costs including installation, configuration, shipping and handling charges on a per site basis unless otherwise noted.

13. Site and Service Substitution (Contract Modification).

The District hereby provides notice to all interested vendors that site and/or service substitutions may be necessary during the term of the contract. Any agreement signed as a result of this RFP should contemplate the possibility of the District changing products or services within the guidelines set forth by the FCC. All vendors are also hereby provided notice that the District may add new locations to its network during the life of the contract, and existing sites may move or close. The contract(s) entered into as a result of this RFP should allow for said site/service substitutions. Vendors are to describe their process for amending the contract to accommodate site/service substitutions during the contract term.

14. Category Two Budget Requirements.

During the E-Rate application process and prior to issuance of E-Rate funding, the applicant may need to make changes to the quantities and items selected in order to stay within their category two budgets. The applicant may contact the awarded bidder to adjust quantities in order to meet the Category 2 budget.

The selected service provider is expected to respond timely with revised proposals and contracts for the applicant to ensure that the selected products and services are at or below the applicant's budget cap. The selected service provider will need to provide all information necessary regarding reduction in quantities and associated installation, configuration, shipping and handling charges.

15. Documentation and Audit Compliance.

- Service provider shall provide all warranty and product documentation related to products or services sold to the applicant.
- Service provider shall retain all documentation related to the purchase and payment, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of TEN years from the last date of service.
- If the applicant is audited by the Administrator of the program, the service provider shall fully cooperate with the applicant to provide any documentation related to the provision of discounted products and services as requested.
- The service provider and/or applicant is solely responsible for verifying the accuracy of information submitted to Kellogg & Sovereign® Consulting, LLC (KSLLC). KSLLC disclaims and makes no warranty, express or implied, nor assumes any legal liability or responsibility for the validity, accuracy, correctness, or completeness of any information that is provided by the service provider or applicant to KSLLC.
- By submitting bids for KSLLC client schools & libraries, the service provider agrees and understands that KSLLC will forward the information to USAC, and the service provider is responsible for verifying the accuracy of information submitted to KSLLC.
- Kellogg & Sovereign® Consulting, LLC shall not be liable for any direct, indirect, incidental, consequential or exemplary damages, including but not limited to, damages for loss of profits, data or other intangible losses (even if KSLLC has been advised of the possibility of such damages), resulting from the service provider's non-response or incomplete response and/or the service provider's inaccurate, invalid, incorrect, or incomplete provision of information.

VENDOR REGISTRATION

The **Vendor Registration** can be found at <https://kelloggllc.bonfirehub.com/login>

Help video: <https://support.gobonfire.com/hc/en-us/articles/203903356-Vendor-Registration-and-Submission->

Registration steps:

Enter your organization name, email and password to create your account.

Once an account is created you will need to provide:

- Contact information
- SPIN – Form 498 ID. [https://sl.universalservice.org/Forms/SPIN Contact Search.asp](https://sl.universalservice.org/Forms/SPIN>Contact Search.asp)
- FCCRN – FCC registration number. <https://apps.fcc.gov/cores/userLogin.do>
- OUSF-Certified Service Provider for Oklahoma (CCN) – indicate Yes/No/Pending (*Enter “No” if you are not bidding on Oklahoma RFPs*)

COMMODITY CODES:

KSLLC will be using the following UNSPSC Codes (classifications) for RHC or E-Rate eligible services. Note that when you are entering UNSPSC Codes, Bonfire leaves off the zeroes. For example, 83112200 is 831122. Additionally, the higher-level code is used in some cases instead of listing all the individual codes. For example, 4322 is the commodity code used instead of the code specifically for routers, antennas or network switches.

INTERNET ACCESS

81112101-Internet Service Providers (ISP – all modes of Internet delivery)

TELECOMMUNICATIONS SERVICES

831122-Enhanced Telecommunication Services (non-fiber broadband data connections including T1, DS3, SMDS, DSL and cable modem)

831123-Fiber Telecommunication Services (Lit Fiber broadband data connections)

83112301-Dark Fiber (dark fiber broadband data connections)

26121616-Telecommunications Cable (self-provisioned broadband networks)

NETWORK EQUIPMENT, MAINTENANCE, MANAGED SERVICES:

2612-Electrical wire & cable & harness (network cabling)

39121011-Uninterruptible Power Supplies (UPS equipment)

4322-Network Equipment (network switches, routers, antennas)

43222607-Cache Engine Equipment or Service (Caching equipment or caching service)

43223108-Wireless access network equipment and components (access points, controllers)

43222501-Firewall Network Security (Firewall appliance or firewall service)

4323-Operating Software (operating software)

43231512-License Software (software license required for operation of eligible equipment)

43223306-Network System cabinet or enclosure

43223308-Network system equipment rack

811118-Computer Services (E-rate Managed Internal Broadband Services, RHC network monitoring)

81111803-Local Area Network LAN maintenance or support

EVALUATION CRITERIA

Applicants will select the most cost-effective bids with price of the E-Rate eligible products and services being the primary factor (most heavily weighted).

Factor	Possible Points	Description
Price-E-Rate eligible items	25	Price of E-Rate eligible products & services (primary factor)
Price-Other Costs	5	Other costs (items not eligible for E-Rate discount)
Reputation	15	The value of the identifiable characteristics of the vendor that affect the overall value of the service or product. This may include an evaluation of responses from other customers who have engaged the vendor in the past, data from an entity such as the BBB, and/or other such factors. The reputation of the vendor indicates the likelihood that the scorer trusts the vendor to provide a partnering relationship with the district and to stand by the service or product. Reputation may be influenced by the scorer's personal knowledge of the vendor or his/her perceived understanding of the vendor and its services and products.
Quality of Service	15	Quality of Service is evaluated based on the perceived value of the service or product. This criterion is based solely on data provided within the response or information obtained by direct inquiry to the vendor regarding their response. Quality of service includes but is not limited to: proposed service level agreements, perceived quality of the materials or services included within the proposal, perceived quality of the response in general especially as it pertains to providing a complete response, and perceived reliability of the service or product.
Meet District Needs	10	The Meet District Needs criterion evaluates the perceived ability of the proposed service or good to meet the requirements of the RFP. Only those requirements as specified within the RFP may be evaluated for this criterion.
Past Relationships	10	Value of the scorer's past involvement with the vendor. Past relationship is similar to Reputation but is not influenced by information from any other source other than that of the scorer.

Factor	Possible Points	Description
Underutilized Business	10	Depending upon the nature of the service or good, the Underutilized Business criteria may be required locally or to meet compliance with state or federal guidelines. The Underutilized Business criteria is an evaluation of the vendor's status as a HUB, minority owned, or local business.
Long Term Cost	10	Long Term Cost evaluates the cost to the customer to do business with the vendor, given the provided response. The long term cost should be an evaluation of the full term contract cost (as opposed to the purchase price) of the service or good, including: depreciation, replacement requirements, loss of opportunity to procure other services or goods as a result of doing business with the vendor, and any costs which the customer would incur as a result of doing business with the vendor, such as service transition costs, public relations costs, etc.

In order for applicants to properly evaluate your bid, please provide details specific to the evaluation criteria areas along with your proposal.

REQUIRED FORMS

BID REQUIREMENTS:

1. FCC Form 498 ID (Service Provider Identification Number)
2. FCC registration Number (FCC RN)
3. Service Providers must comply with local, state, and federal requirements including agreement to fully cooperate with audit and ten-year document retention requirements.
4. Bid submitted online <https://kelloggllc.bonfirehub.com/portal> in compliance with instructions
5. Supporting detail and documentation may be submitted online.
6. Contracts or legally binding agreement for all products and services must be submitted with the bid. (Exception for tariffed or month to month service.) *Agreements will be completed AFTER bid award and final negotiations are completed. Quotations are not acceptable.*
7. Must complete bid table online – IF required (see Bid Table Instructions)
8. Must complete Attachment A - Pricing
9. Must complete Attachment B – Certifications, Experience and References
10. Must complete Attachment C – Vendor Forms
- 11. Bids submitted after the bid close date/time will be rejected.**

BID TABLE INSTRUCTIONS

Bid Table Instructions – Category Two Services

BID TABLE FOR THIS PROJECT IS ☐ OPTIONAL ☒ **REQUIRED**

Complete Bid Table online in Bonfire. <https://kelloggllc.bonfirehub.com/portal>

1. Download the bid table, complete it offline, then upload the completed file(s)
2. The BidTable will be either a consultative or specific request.
 - a. If consultative, the bidder may provide pricing for items as recommended.
 - b. If specific, the bidder should provide pricing for the items listed or equivalent.

3. Function:

Cabling/Connectors	Data Protection	BMIC (Basic Maintenance of Internal Connections)
Caching	Racks	
Data Distribution	Software	MIBS (Managed Internal Broadband Services)
Wireless Data Distribution	Miscellaneous	

4. Product Types:

Antenna	Router	Basic Maintenance
Cabling	Switch	MIBS-Applicant Owned Equipment
Connectors	Switch License	MIBS-Provider Owned Equipment
Caching Equipment	Transceiver	Installation, Activation, & Initial Configuration
Caching Service	UPS/ Battery Backup	Fees, Taxes, etc.
Firewall Services & Components	Wireless Access Point	<i>Note: include operating software with the associated eligible equipment</i>
Racks & Cabinets	Wireless AP License	
	Wireless Controller	

5. Indicate if installation is included in the price (Yes or No)
6. Enter Qty Proposed
7. Enter Make, Model, and Description
8. Enter MRC – Monthly Recurring Unit Cost
9. Enter NRC – Non-recurring Unit Cost
10. Enter Percent Eligible as a whole number. The calculation will divide this by 100
11. Bidders may adjust size, quantity and/or port as recommended
12. Bidder to include all manufacturer recommended operating licenses and standard warranty costs
13. Bidder to include installation and configuration costs if specified in the Bid Specifications
14. Bidder to include sales tax if applicable for the tax jurisdiction where the applicant is located

ATTACHMENT A

Pricing Schedule

Name of Company: _____

Name of Applicant: _____

Form 470# _____

Pricing submitted by: _____

Signature acknowledges review of the e-bidding program for the issuance of any related addenda:

Signature: _____

Title: _____

Date: _____

Include this page as the cover sheet for your pricing proposal. Combine this completed cover page with your pricing proposal as one .pdf file, then upload to Bonfire.

Bidders must also enter pricing online in Bonfire IF REQUIRED (See BidTable Instructions)

Clearly list the cost of products and services to include the following:

1. Description of Services
2. Monthly (recurring) charges
3. One Time (non-recurring) charges
4. % Eligibility. If the product is fully eligible, show 100%. If not eligible, 0% eligible for E-Rate discount. This is NOT the applicant's E-Rate discount %.
5. Quantity
6. Unit of Measure (Each, Feet)
7. Bandwidth level, if applicable
8. Contract Term
9. Make, Model and part number, if applicable
10. Installation and Configuration
11. Shipping and Handling
12. Travel and Per Diem
13. Estimate of Surcharges and Fees

ATTENTION CATEGORY TWO BIDDERS:

Pricing details in a spreadsheet format in [USAC's Bulk Upload Format](#) will be required for awarded category two products and services.

ATTACHMENT B

Certifications, Experience & References

Name of Company: _____

Address of principal location: _____

Phone: _____ Fax: _____

FCC Form 498 ID (SPIN)¹: _____

FCC Registration Number²: _____

Responsible contact personnel:

Name	Phone	Email

How many years has your company been in business in its current capacity? _____

How many years has your organization been in business under its present name? _____

Under what other or former names has your company operated? _____

During the last five (5) years, has the Vendor been barred, suspended or otherwise prohibited from participating in the Federal Communication Commission E-Rate (Schools & Libraries) or Rural Health Care Programs?

Yes: _____ No: _____

Does the Vendor's FCC Registration Number have RED light status? Yes: _____ No: _____

Attach a printout of your FCC Registration Number red or green light status from the FCC's Red Light Display System (RLDS)

<https://apps.fcc.gov/redlight/login.cfm>

During the last five (5) years, has the Vendor been a party to a lawsuit involving any existing or prior contracts as it relates to services performed or not performed?

¹ [http://www.sl.universalservice.org/Forms/SPIN Contact Search.asp](http://www.sl.universalservice.org/Forms/SPIN>Contact Search.asp)

² <https://apps.fcc.gov/coresWeb/publicHome.do>

Yes: _____ No: _____

If the Vendor responds yes to any of the prior three questions, please provide information concerning the investigation/lawsuit/government action as an attachment to this form.

If the Vendor responded yes to the last question, please provide information pertaining to any monetary damages or exchange of property or services and the state in which the lawsuit was filed.

Experience:

Vendor shall provide a list of three (3) projects of similar type, size and complexity. State project (customer) name, description of work, dollar value, public entity, yes or no, and date using the format below. Projects listed must have been performed within the last five (5) years. Please include additional information with proposal if available.

Project Name	Description of Work	Dollar Value	Public Entity Yes or No	Date

References:

Proposal shall provide three (3) references from company owners or management personnel from projects listed above. There must be at least one (1) reference for each project listed.

REFERENCE #1	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	
REFERENCE #2	
Company Name	

Project Name	
Contact Person Name	
Title	
Email	
Phone	
REFERENCE #3	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	

Certifications:

Employees' certifications pertaining to work are to be included in submittal.

AUTHORIZED BY:

Signature Date

Printed Name Title

**White Settlement Independent School District
Vendor Documents
ATTACHMENT C**

FORM A

AFFIDAVIT OF NON COLLUSION

The undersigned certifies that the bid/proposal prices contained in this proposal have been carefully checked and are submitted as correct and final and if bid/proposal is accepted (within 90 days unless otherwise noted by vendor), agrees to furnish any and/or all items upon which prices are offered, at the price(s) and upon the conditions contained in the Specifications.

STATE OF _____

COUNTY OF _____

BEFORE ME, the undersigned authority, a Notary Public in and for the State of _____, on the day personally appeared _____ who, after having first been duly sworn, upon oath did depose and say;

That the foregoing proposal submitted by _____ Hereinafter called "Bidder" is the duly authorized agent of said company and that the person signing said proposal has been duly authorized to execute the same. Bidder affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership, or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

Name and Address of Bidder:

Telephone Number _____

Fax Number _____

Signature

Name: _____

Title: _____

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ day of _____, 20____

Notary Public in and for the State of _____

Company Name _____

FORM B

FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No. 9, Section 44.034 of Texas Education Code, 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 contract.

CRIMINAL HISTORY REVIEW OF CONTRACTOR EMPLOYEES

Texas Education Agency Amendment to 19 TAC 153.1101 and new rule 19 TAC 153.117 regarding criminal history checks of contractor employees provide the school district with rules interpreting Texas Education Code §22.0834. The rules define continuing contract duties, direct contact with students and other relevant terms within the statute.

Except as otherwise provided herein, Contractor will obtain and certify in writing, before work begins, and at least annually, a criminal history record information that relates to an employee, applicant, agent or Subcontractor of the Contractor or a Subcontractor, if the person has or will have continuing duties related to the Project, and the duties are or will be performed on Owner's property where students are regularly present or at another location where students are regularly present. Contractor shall assume all expenses associated with the background checks and shall immediately remove any employee or agent who was convicted of, received probation for, or received deferred adjudication for any felony as outlined below or any misdemeanor involving moral turpitude, from Owner's property or other location where students are regularly present. Owner shall determine what constitutes "moral turpitude" or "a location where students are regularly present."

Contractor or sub-contractors may not work on District property where students are present when they have been convicted, received probation or deferred adjudication for the following felony offenses:

1. Any offense against a person who was, at the time the offense occurred, under 18 years of age or enrolled at a public school;
2. Any sex offense;
3. Any crimes against persons involving:
 - a. Controlled substances; or
 - b. Property; or
4. Any other offense the District believes might compromise the safety of students, Staff or property.

Please complete the information below:

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions and criminal history checks for the company employees, agents, or subcontractors that will be on SISD campuses have 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 or type):

A. My firm is not owned nor 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: _____

(Name should be the same as on the affidavit-Form A)

C. My firm is a publicly held corporation; therefore, this reporting requirement is not applicable.

Signature of Company Official: _____ Date: _____

FORM C

BIDDER'S CERTIFICATION

The 1985 Texas Legislature passed HB 620 relating to bids by nonresident contractors. The pertinent portion of the Act has been extracted and is as follows:

Section 1. (a)

(2) "Nonresident bidder" means a bidder whose principal place of business is not in this state, but excludes a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

(3) "Texas resident bidder" means a bidder whose principal place of business is in this state, and includes a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

Section 1. (b) The state or a governmental agency of the state may not award a contract for general construction, improvements, services, or public works projects or purchases of supplies, materials, or equipment to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

I certify that _____ is a
(Company Name)

Resident Bidder of Texas as defined in HB 620.

Signature_____

Print Name_____

I certify that _____ is a
(Company Name)

Nonresident Bidder of Texas as defined in HB 620 and our principal place of business is:

(City and State)

Signature_____

Print Name_____

FORM D

White Settlement Independent School District PURCHASING DEPARTMENT

Notice to Vendors: Conflict of Interest Questionnaire Required by Chapter 176 of the Texas Local Government Code

Effective January 1, 2006, any person or entity who contracts or seeks to contract with WSISD for the sale or purchase of property, goods, or services (as well as agents of such persons) (hereafter referred to as Vendors) are required to file a Conflict of Interest Questionnaire with the District. Each covered person or entity who seeks to or who contracts with WSISD is responsible for complying with any applicable disclosure requirements.

The Conflict of Interest Questionnaire must be filed:

- No later than the seventh business day after the date that the Vendor begins contract discussions or negotiations with the government entity, or submits to the entity an application, response to a request for proposal or bid, correspondence, or other writing related to a potential agreement with the entity.
- The Vendor also shall file an updated questionnaire not later than September 1 of each year in which a covered transaction is pending, and the seventh business day after the date of an event that would make a statement in the questionnaire incomplete or inaccurate.

Note: A Vendor is not required to file an updated questionnaire if the person had filed an updated statement on or after June 1, but before September 1 of the year.

Please sign and return the following Conflict of Interest Questionnaire from the Texas Ethics Commission with your bid/proposal to the following address:

White Settlement Independent School District
Attn: Business Office
401 S Cherry Lane
Fort Worth, TX 76108

The Local Government Officers of the White Settlement Independent School District are: Board of Trustees:

Randy Armstrong
John Bradley
Amanda Sanchez
Melissa Brown
Ben Davis
Glen Lowry
Raymond Patterson

Superintendent: Frank Molinar

Revised 11/7/18

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

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 person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person 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 the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes ☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes ☐ No

D. Describe each employment or business relationship with the local government officer named in this section.

4

Signature of person doing business with the governmental entity

Date

Adopted 06/29/2007

Request for Taxpayer Identification Number and Certification

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

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

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	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. <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;"> <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ 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. </div> <div style="width: 45%;"> <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Other (see instructions) ► _____ </div> </div>	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		

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.

FORM F

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

I. DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

- (a) In accordance with the provisions of Appendix A to 49 CFR (Code of Federal Regulations), Part 29, the offeror certifies to the best of the offeror's knowledge and belief, that it and its principals:
 - (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State or Local Government department or agency;
 - (2) have not within a three (3) year period preceding this offer been convicted of or had a civil judgment rendered against them for the 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; violation of Federal or State antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (3) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in (a)(2) above; and
 - (4) have not within a three (3) year period preceding this offer had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (b) Where the offeror is unable to certify to any of the statements above, the offeror shall attach a full explanation to this offer.
- (c) For any subcontract at any tier expected to equal or exceed \$50,000:
 - (1) In accordance with the provisions of Appendix B to 49 CFR, Part 29, the prospective lower tier subcontractor certifies, by submission of this offer, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by Federal department or agency.
 - (2) Where prospective lower tier participant is unable to certify to the statement, above, an explanation shall be attached to the offer.
 - (3) This certification (specified in paragraphs (c)(1) and (c)(2), above shall be included in all applicable subcontracts and a copy kept on file by the prime contractor. The prime contractor shall be required to furnish copies of the certifications to the Authority upon request.

II. FELONY CONVICTION NOTIFICATION AND CRIMINAL BACKGROUND CHECK

- (a) Offeror must give advance notice to the Owner 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 the conviction of a felony. The District may terminate any Agreement or if the Owner determines that the person or business entity failed to give notice as required by this paragraph or misrepresented the conduct resulting in the conviction. This paragraph requiring advance notice does not apply to a publicly held corporation.

- (b) Offeror will obtain criminal history record information that relates to an employee, applicant for employment, or agent of the Offeror if the employee, applicant, or agent has or will have continuing duties related to the contracted services; and the duties are or will be performed on school property or at another location where students are regularly present. The Offeror certifies to the Owner before beginning work and at no less than an annual basis thereafter that criminal history record information has been obtained. Offeror shall assume all expenses associated with the background checks, and shall immediately remove any employee or agent who was convicted of a felony, or misdemeanor involving moral turpitude, as defined by Texas law, from Owner property or other location where students are regularly present. District shall be the final decider of what constitutes a "location where students are regularly present." Offeror's violation of this section shall constitute a substantial failure.
- (c) If the Offeror is the person or owner or operator of the business entity, that individual may not self-certify regarding the criminal history record information and its review, and must submit original evidence acceptable to the District with this Agreement showing compliance.
- (d) Signature below acknowledges compliance with Section I, DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION and Section II. FELONY CONVICTION NOTIFICATION AND CRIMINAL BACKGROUND CHECK.

SIGNATURE OF OFFEROR: _____ **DATE:** _____

PRINTED /TYPED NAME OF OFFEROR: _____

COMPANY NAME: _____ **TEL#:** _____

Complete and return with bid/proposal

FORM G

DEVIATION/COMPLIANCE SIGNATURE FORM

COMPANY NAME _____

ADDRESS _____ CITY _____ STATE _____

PHONE NUMBER _____ FAX NUMBER _____

If the undersigned bidder intends to deviate from the General Conditions Standard Terms and Conditions or Item Specifications listed in this bid invitation, all such deviations must be listed on this page, with complete and detailed conditions and information included or attached. The District will consider any deviations in its bid award decisions, and the District reserves the right to accept or reject any bid based upon any deviations indicated below or in any attachments or inclusions.

In the absence of any deviation entry on this form, the bidder assures the District of their full compliance with the Standard Terms and Conditions, Item Specifications, and all other information contained in this Bid Invitation.

☐

No Deviation

☐

Yes Deviations

If yes is checked, please list below.

CONFIDENTIAL INFORMATION DECLARATION
& COPYRIGHT AUTHORIZATION FORM

The bidder must stamp in bold red letters the term "CONFIDENTIAL" or "PROPRIETARY" on every page of any part of a bid that the bidder claims is confidential or proprietary. *Furnishing confidential or proprietary information is discouraged.* The District cannot guarantee that the District will be allowed to keep the information submitted confidential. The District may reject as non-conforming any bid that contains confidentiality claims that the District in its sole discretion considers vague or unreasonable.

All Invitation to Bid and parts of bids that are not marked as confidential or proprietary will generally be considered public information once the contract is awarded. The District assumes no liability or responsibility for release of any information not properly marked. The District assumes no liability or responsibility for release of any information that is properly marked but is determined by the Texas Attorney General or a court of law to be subject to release. In the event that the District receives a request for disclosure of material marked "confidential" or "proprietary", the District may request a ruling from the Texas Attorney General concerning whether such material must be disclosed.

Bids asserted to be copyright protected in their entirety are unacceptable and may, in the District's sole discretion, be disqualified as non-responsive. By submitting copyrighted materials as part of your bid, you hereby grant the District authorization to reproduce and provide copies of such information in response to a valid request for information under the Texas Public Information Act, Texas Government Code Chapter 552. By submitting copyrighted materials, you are representing that you have the authority to grant such authorization for the reproduction and release of such information. You further agree to waive any and all claims against the District regarding the release of such copyrighted information including, but not limited, to any claim of copyright infringement when released in response to a valid request for information under the Texas Public Information Act, Texas Government Code Chapter 552.

☐ Contents of this document are NOT considered Confidential or Proprietary

☐ Contents of this document ARE considered Confidential or Proprietary. Please identify the pages and/or sections declared Confidential or Proprietary:

The undersigned affirms that the District assumes no liability/responsibility for the release of any information if this form is not properly completed, signed and the appropriate pages clearly marked as directed. The undersigned further grants authorization for the reproduction and release of any information asserted to be copyright protected in response to a request for information under the Texas Public Information Act, and waives any and all claims regarding the release of such information.

Printed Name

Signature

Title

Date

FORM I

Request for Proposal Certification

The undersigned, by signing and executing this proposal, certifies and represents to the White Settlement Independent School District that the Proposer has not offered, conferred or agreed to confer any pecuniary benefit, as defined by §1.07(a)(6) of the Texas Penal Code, or any other thing of value, as consideration for the receipt of information or any special treatment or advantage relating to this proposal; the Proposer also certifies and represents that Proposer has not offered, conferred or agreed to confer any pecuniary benefit or other things of value as consideration for the recipient's decision, opinion, recommendation, vote or other exercise of discretion concerning this proposal; the Proposer certifies and represents that Proposer has neither coerced nor attempted to influence the exercise of discretion by any officer, trustee's agent or employee of the White Settlement Independent School District concerning this proposal on the basis of any consideration not authorized by law; the Proposer also certifies and represents that Proposer has not received any information not available to other Proposers so as to give the undersigned a preferential advantage with respect to this proposal; the Proposer further certifies and represents that Proposer has not violated any state, federal or local law, regulation or ordinance relating to bribery, improper influence, collusion or the like and that Proposer will not in the future, offer, confer, or agree to confer any pecuniary benefit or other thing of value of any officer, trustees agent or employee of the White Settlement Independent School District in return for the person having exercised the person's official discretion, power or duty with respect to this proposal. The Proposer certifies and represents that it has not now and will not in the future offer, confer, or agree to confer a pecuniary benefit or other thing of value to any officer, trustee, agent or employee of the White Settlement Independent School District in connection with information regarding this proposal, the submission of this proposal, the award of this proposal or the performance, delivery or sale pursuant to this proposal.

FAILURE TO SIGN AND SUBMIT THIS DOCUMENT WILL BE GROUNDS FOR DISQUALIFICATION.

Firm Name: _____	Telephone: 1-800 - _____
Address: _____	Or _____
City: _____	Fax: _____
State: _____ Zip: _____	Email _____
_____ (Signature of Person Authorized to Sign Proposal)	Date: _____
Printed Name: _____ (Please print or type)	Title: _____

SB 252
CHAPTER 2252 CERTIFICATION

I, _____, the undersigned representative of _____ (Company or business name) being an adult over the age of eighteen (18) years of age, pursuant to Texas Government Code, Chapter 2252, Section 2252.152 and Section 2252.153, certify that the company named above is not listed on the website of the Comptroller of the State of Texas concerning the listing of companies that are identified under Section 806.051, Section 807.051 or Section 2253.153. I further certify that should the above-named company enter into a contract that is on said listing of companies on the website of the Comptroller of the State of Texas which do business with Iran, Sudan or any Foreign Terrorist Organization, I will immediately notify the White Settlement Independent School District's Purchasing Department.

Name of Company Representative (Print)

Signature of Company Representative

Date

FORM K

House Bill 89 VERIFICATION

I, _____, the undersigned representative of

_____ Company or Business name

(hereafter referred to as company) being an adult over the age of eighteen (18) years of age, verify that the company named-above, under the provisions of Subtitle F, Title 10, Government Code Chapter 2270:

1. Does not boycott Israel currently; and
2. Will not boycott Israel during the term of the contract the above-named Company, business or individual with the White Settlement Independent School District.

Pursuant to Section 2270.001, Texas Government Code:

1. *"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
2. *"Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

DATE

SIGNATURE OF COMPANY REPRESENTATIVE