



**Pflugerville ISD
1401 West Pecan
Pflugerville, TX 78660
512-594-0070**

REQUEST FOR PROPOSALS

Storage Area Network Replacement

27-002JO

**TERMS, CONDITIONS, SPECIFICATIONS
AND BID FORMS**

PROPOSALS ACCEPTED UNTIL: 2:00 p.m. on September 17, 2026

**ACCEPTANCE PLACE: Pflugerville ISD
Purchasing Department
1401 West Pecan Street
Pflugerville, TX 78660**

**CONTACT: Janie Ornelas, RTSBA
Director of Procurement and Auxiliary Services
512-594-0074
Guadalupe.Ornelas@pfisd.net**

SPECIAL TERMS AND CONDITIONS

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SCOPE OF WORK

1. This proposal is intended to provide Pflugerville Independent School District (known herein as Pflugerville ISD or the district), Pflugerville, Texas, with district requirements related to **Storage Area Network**, in accordance with specifications and conditions embodied within this inquiry.
2. This RFP may be awarded to more than one firm. Quantities or dollar amounts listed are to be considered estimated needs only.
3. The scope of services provided by the Respondent shall be further described beginning on page seven (7) of this document.
4. The estimated total value of this contract is unknown.
5. **Prices and/or discounts shall be negotiated to a firm amount for the duration of this contract unless otherwise specified on the deviations page of this proposal document.**
6. The warranty, general, special terms and conditions, insurance, submittal documents and specifications as stated herein shall apply and shall not be nullified, voided or altered in any way by the inclusion of the Proposer's pre-printed forms with this proposal or any other document submitted during, delivery of product, invoicing, acknowledgements letters, emails, faxes, routine communications between the contracted parties, of subcontract employees, or third parties unless specifically acknowledged and agreed, in writing by PflSD.
7. Upon receipt of proposals, the District will review the proposals and may request additional information, including product or service presentations, as appropriate.
8. Any additional agreements/contracts to be signed by PflSD shall be included with the proposal.

WARRANTY/MAINTENANCE

9. The Contractor shall honor all minimum standard warranties.
10. Warranty information must be submitted with your proposal.

SUBMITTAL OF PROPOSALS

11. Proposals may be submitted until **2:00 p.m. (local), Thursday, September 17, 2026** to the Procurement and Auxiliary Services Department, Pflugerville ISD, 1401 West Pecan, Pflugerville, Texas 78660, after which time the proposals will be publicly acknowledged.
12. This bid opportunity is prepared as a request for proposal and will not be publicly read aloud. After a contract is awarded, tabulations may be requested.
13. Proposals are to be sealed and clearly marked "**Proposal for Storage Area Network 27-002JO**" on the outside of the envelope.
14. Proposers shall submit one hardcopy (1) original, and two (2) identical copies of their response. Proposers shall also submit electronic copies of their responses on two USB flash drives. Submitted proposals must be identical. If terms, conditions, or pricing differ between proposals (copy/original), the district will accept the proposal deemed to be most advantageous to the district. By submitting a proposal, your firm agrees to abide by these conditions.
14. Submittals are to be sealed and clearly labeled as "original" or "copy" and must include the bid title, bid number, due date and time of opening. Failure to follow these instructions may result in rejection of your response.
15. Proposing vendors may use additional pages, and submit additional information as needed.

QUESTIONS

16. The deadline for submitting questions is **12:00 pm CST, September 8, 2026**. Questions should be submitted by email and addressed to the Procurement and Auxiliary Services Office to Guadalupe.Ornelas@pfisd.net. Answers to questions shall be made public by addenda to be posted on the district's website by the end of business on **September 10, 2026**. Answers shall be posted at: [Procurement and Auxiliary Services Current Bid Opportunities](#)
17. **Questions will not be accepted by phone. Pflugerville ISD will only respond to questions submitted as directed above.**

TIMELINE

18. All timelines and rules will be governed by PfISD local policy. The following timeline will be used (subject to change):

Event	Date
RFP Available	August 28, 2026
Vendor Questions Due	September 8, 2026 @ 12:00 pm
Answers Posted by	September 10, 2026 @ 5:00 pm
Proposals Due	September 17, 2026 @ 2:00 pm
Proposal Award (Anticipated)	October 22, 2026
Awards Posted (Anticipated)	October 23, 2026
Contract Begins (Anticipated)	October 23, 2026

PRE-BID CONFERENCE & SITE VISITS

19. There will be no pre-bid conference.

PERMITS AND LICENSES

20. Firms should be fully licensed to complete all work required. Copies of all applicable licenses should be provided with your response.
21. The awarded firm is responsible for all permitting and licensing as required by the project.
22. The awarded firm is responsible for ensuring work meets all applicable codes and regulations.

BONDING REQUIREMENTS

23. Payment and Performance bonds **are** required for this project.

AWARD OF CONTRACT(S)

24. It is the intent of Pflugerville ISD to award a single contract to fulfill the requirements of this RFP.
25. To ensure uninterrupted service, the district reserves the right to award contracts to multiple vendors if deemed to be in the district's best interest.
26. The initial contract term shall begin upon approval by the Pflugerville ISD Board of Trustees (if contract value exceeds \$100,000) and shall end upon completion.

EVALUATION CRITERIA

27. Evaluation shall be based upon the following criteria (100 points possible):

- (1) The purchase price; (1-30)
- (2) The reputation of the vendor and of the vendor's goods or services; (1-15)
- (3) The quality of the vendor's goods or services; (1-10)
- (4) The extent to which the goods or services meet district's needs (technical specifications) (1-15)
- (5) The total long-term cost to the district to acquire the vendor's goods or services; and (1-15)
- (6) Any other relevant factor specifically listed in the request for bids or proposals
 - a) Implementation Plan (1-5)
 - b) Local Service and Support Team (1-5)
 - c) Service Level Agreements (1-5)
- (7) For a contract that is not for goods and services related to telecommunications and information services, building construction and maintenance, or instruction materials, whether the vendor or the vendor's ultimate parent company or majority owner has its principal place of business in the state or employees at least 500 persons in this state (0)

PRICING

28. If the Vendor is awarded a contract under this proposal, ***the prices proposed by the Vendor shall remain fixed and firm during the term of the contract.***

29. **Standard Discount Rate** PFISD reserves the right to add additional hardware and software for a guaranteed discount off list price. Specify a standard discount percent off all equipment.

- a) Provide a discount rate valid for 90 days from bid submission _____
- b) Provide a discount rate valid until August 31, 2027 _____

RENEWAL OF CONTRACTS

30. N/A

CONTRACTOR EXPECTATIONS

31. Respondents must demonstrate the ability to perform the work described in the Scope of Services set forth in this solicitation, as specified by PfISD and selected manufacturer, and have experience successfully performing comparable work

SPECIFICATIONS AND PRICE FORM

32. The awarded vendor is expected to provide goods and service as specified within this proposal document. Proposing Vendors **must complete the "PfISD SAN Solution Pricing Workbook"**. Workbook responses should be included in the printed format copies, as well as in digital format (.xlsx) on USB drives indicated in Submittal of Proposals #14. Proposing vendors may use the "Additional Vendor Recommended Parts" area on the Detail Pricing Sheet, provided as part of this proposal, to submit additional information or value adds as needed.

33. **Proposing Vendors must provide responses and clarifications to questions beginning on page 7. Questions and clarifications should be copied to additional pages to provide adequate space for responses. Pages should be organized and labeled using the Tab numbers identified in each section.**

CONTRACT CONDITION

34. Conditions
- a) There is no commitment by the District to purchase any guaranteed quantities for items referenced in this proposal.
 - b) It is the responsibility of the responding vendor to validate the bill of materials provided in this RFP for any missing or incorrect items which could impact the solution.
 - c) It is the responsibility of the responding vendor to gather any and all information required of a turn- key solution before submittal

35. PFISD Responsibilities

- a) PfISD will be responsible for installation of electrical resources as identified by bidder in RFP response, if necessary.
- b) PfISD will provide adequate environmental conditions for which the equipment will be installed
- c) PfISD will provide necessary access to all site locations
- d) PfISD will provide a single point of contact for the duration of the project.
- e) PfISD will provide asset tags for all equipment.

36. Vendor Responsibilities

- a) Vendor will provide storage for all items listed on bill of materials until time of install.
- b) Vendor will provide estimated delivery dates for all products, as well as notice of any known backorder issues at time of bid response.
- c) Vendor will provide product availability updates throughout the project engagement.
- d) Vendor will be responsible for wire and cable materials necessary to properly interconnect the new system to the existing cable infrastructures.
- e) Vendor will install the equipment in strict accordance with the manufacturer's guidelines, specifications for the system, applicable standards and industry accepted best practices methods.
- f) Vendor will provide the Owner close-out documentation as defined in Section 13 of the Request for Proposal. This documentation shall be due to the Owner at the time of Substantial Completion.
- g) Vendor will provide end user training as part of the installation, configuration, troubleshooting and test migrations as identified in Section 12 of the Request for Proposal.
- h) Vendor shall coordinate and schedule all installation/work activities with the Owner in advance. Work is anticipated to take place M-F during normal business hours (8-5). Any activity that requires an interruption of services will need to occur outside of normal business hours.

Specifications, Instructions & Scope of Work

Solution Overview

Pflugerville Independent School District is seeking proposals for a storage, compute, and hypervisor for the design and replacement of the existing storage area network (SAN). The current SAN was acquired in 2021 and has reached its support and capacity limits. The purpose of this RFP is to solicit proposals for a new storage, compute, and hypervisor replacement that will meet or exceed the minimum specifications outlined in this proposal. The district is providing four potential solution scenarios for proposed responses. Bidders may provide responses to one or all of the scenarios presented. The bidder must provide a brief summary of the proposal, highlighting the solution description and outlining the specific benefits to Pflugerville Independent School District.

The district will review proposals of varying configuration and cost in order to determine the best value for the solution.

Existing Infrastructure and Support Requirements:

Existing Infrastructure

The district is currently using a Dell PowerStore 5000T SAN with the following:

- More SAN detailed information can be found using the Service Tag 97M1643 or Express Service Code: 20051310387
 - 4x NVMe NVRAM 7.9GB in Base 2
 - 4x NVMe NVRAM 8.5GB in Base 10
 - 18x NVMe SSD TLC 14.0 TB in Base 2
 - 18x NVMe SSD TLC 15.4 TB in Base 10
- All drive types are allocated into a single Storage Pool.
- Single datacenter location, currently no replication in place.
- Hardware replacement is 4 hour response
- Controllers are active / active using native round robin MPIO in vSphere 8.0.3.X
- Currently supporting 11 ESXi hosts and 150+ VMs.
- Applications are mixed with File, AD, Print, SQL, and various mixed use applications and operating systems.
- Server Compute is 2x Dell FX2 FC640s chassis with 4x Hosts in each chassis.
 - Detailed computer information can be found by searching dell service tag 6RD08B3 Express Service Code: 14715126543
- Addition Server Compute is 1x Dell PowerEdge R740xd2 and 2x Cisco UCS BE7M-M5-K9
 - These will be removed or integrated into the new systems hardware.
- Backups are agent and snapshot based using Cohesity cluster C5066

Existing Storage Arrays

- After accounting for deduplication, compression, etc., the project must provide at least 200 TB usable, presentable, storage to the customer.
- Vendor must document space savings ratio and provide a guaranteed minimum usable storage that the customer will have accessibility to utilize.
- Project must provide full phone based technical support for no less than 5 years up front, and if possible with an option for 7 years.
- Project must provide full hardware support and replacement with phone support for no less than 5 years up front, and if possible with an option for 7 years.
- Project must provide full hypervisor based technical support for no less than 5 years up front, and if possible with an option for 7 years.
- Project must provide all hypervisor licensing for no less than 5 years up front, and if possible with an option for 7 years.
- Project is seeking block storage. NAS or file storage is not required or requested.
- Project must include all, in transit traffic and storage at rest be encrypted between all hosts, controllers, and disks.

- Currently no disaster recovery is in place and will not be a requirement of this RFP.

Users and Applications

- Currently 3,500 staff, 24,500 students across 37 sites; all sites connected via 25 gig direct connections in a hub and spoke topology.
- Typical Application Support Needs:
 - 1 File
 - 2 Print
 - 3 NOS services including: Active Directory, DNS, DHCP, etc.
 - 4 MS SQL, MySQL, PostgreSQL
 - 5 Various campus based applications including 2 and 3 tier web, DB, and application servers.

Bidder Proposal Specifications and Instructions

Proposing Vendors **must complete the “Pfisd SAN Solution Pricing Workbook”**. Workbook responses should be included in the printed format copies, as well as in digital format (.xlsx) on USB drives as indicated in Submittal of Proposals, #14 on page 2.

Bidders will provide narratives and responses for the requested clarifications and questions below. Questions and clarifications should be copied to additional pages to provide adequate space for responses. Pages should be organized and labeled using the Tab identifications below.

1. Solution Architecture and Platform (Tab 1)

Bidder should provide an architectural solution overview, including:

- A high-level architecture to include a description of the solution being proposed.
- An explanation of how the solution will support the organization's existing software portfolio, SLAs and operational procedures.
- An identification of any restrictions or capacity limitations regarding what services can run on given platform(s) in the proposed solution.
- An identification of any storage efficiency feature restrictions related to the applications being hosted on the proposed solution
- A description of how growth is accounted for in the overall system design (e.g., scale-out versus scale-up). Identify how much capacity can be added to the existing installation.
- An identification of how high availability is accomplished (i.e., fault tolerance, self-healing, self-repairing, nondisruptive repair and upgrade activities) with the proposed solution.
- An identification of whether all proposed hardware is new (unused) and the latest models are in current production, including an explanation for any deviations.

2. Storage Array Functionality (Tab 2)

The proposed Storage Area Network must provide the MINIMUM specifications:

- Support a minimum of 25,000 IOPS.
- Support at least 500 MB/Sec sustained throughput.
- Must be able to build a single large storage pool that spans across all drives and all enclosures.
- Must not have a single point of failure of any component including but not limited to:
 - Multiple drive failures
 - Drive enclosure.
 - Complete failure of one controller and, or any component connected to the controller.
 - Power
 - IO uplink modules
 - Entire Node failure
- Must provide multiple, redundant 25GB uplinks per controller to support a single switch failure.
- Compute and Storage must have the ability to automatically realign themselves to balance performance across the entire system.
- Must have the ability to thin provision.
 - If thin provisioning is not available, please describe the alternative.

3. Capacity Scalability (Tab 3)

The solution must support seamless addition in capacity.

Identify the following characteristics of the proposed solution:

1. Maximum storage capacity a single array can support
2. Maximum usable capacity by common RAID types
3. If not using RAID types, provide explanation of disk redundancy.
4. Maximum number of physical hard-disk drives/solid-state drives (HDDs/SSDs) per system. Provide detailed response by drive type and size
5. Number of logical unit numbers (LUNs) that are supported per system (overall)
6. If not using LUNs, provide explanation of alternative.
7. Maximum size of a LUN or file system
8. Number of snapshots per LUN or file system and per system
9. Number of host ports per array or cluster. Provide detailed response on what type and speeds.
10. The array must support nondisruptive expansion of any logical volume in the system
11. Describe any methods used to maintain adequate performance levels as the proposed solution scales in capacity.
12. Explain the supported drive types and speed.
13. Are there any limitations on mixing drive type and drive spindle speeds in the same storage pool?

4. Efficiency (Tab 4)

1. Is thin provisioning supported?
 - a. Describe the general process used to perform thin provisioning.
 - b. Describe the performance impact of the thin-provisioning feature and any restrictions in the thin- provisioning design.
2. What type of data reduction (compression, deduplication, etc.) support by protocol is offered to enhance storage efficiency?

A. Deduplication

- a. Describe the methodology and the general process used to perform deduplication.
- b. Is it implemented as an in-line or post-ingest process?
- c. What is the read/write impact on performance of the deduplication feature?
- d. Are there any restrictions in deduplication use cases? Specifically, describe storage tiers and third-party applications that should or should not utilize deduplication.
- e. Does the use of deduplication preclude the use of other features, such as thin provisioning, auto tiering, etc.?
- f. What are the average deduplication ratios by common workloads?

B. Compression

- a. Describe the methodology and the general processes used to perform compression.
- b. Is it implemented as a real-time or post-ingest process?
- c. What is the performance impact of the compression feature?

- d. Are there any restrictions in compression use cases? Specifically, describe storage tiers and third-party applications that should or should not utilize compression.
 - e. Does the use of compression preclude the use of other features, such as thin provisioning and auto-tiering?
 - f. What are the average compression ratios by common workloads?
3. Describe any other differentiating or highly innovative features compared to leading competitors. Include whether these features are proprietary or not.

5. Interoperability and Ecosystem (Tab 5)

The following hypervisors must be supported by the storage array

- Broadcom vSphere VVF or VCF 9 or higher
 - Nutanix Cloud Infrastructure (NCI) Pro or Ultimate Editions.
 - No other hypervisor platform will be considered.
 - The hypervisor must provide an ability to send daily email reports of manually taken VM snapshots.
 - The following host protocols are supported: 25Gig iSCSI SPF+ or NVMe/TCP or NVMe/RoCE or list the alternative.
 - Any protocols requiring Fiber Channel software or hardware HBAs will not be considered.
- 1.. Please provide details of hypervisor API support. Examples include VAAI and VASA support.
 - 2.. Do you provide a converged infrastructure (tightly integrated compute, storage, networking)?
 3. Describe the salient aspects of your converged infrastructure strategy.

6. Manageability (Tab 6)

1. The array must support syslog, Simple Network Management Protocol (SNMP) traps, email and/or "Call-Home" notification. *Provide an overview of how this is securely enabled.*
2. The array must support online configuration of alert threshold, severity level and notification method for each type of event.
3. Describe array management options:
 - a. GUI-based single pane of management console
 - b. CLI
 - c. Security features: SSL, SSH, and others
 - d. Audit log
4. The array must be able to generate capacity reports that contain the below information:
 - a. Total raw capacity
 - b. Total usable capacity
 - c. Percentage of allocated capacity
 - d. Disk group and disk pool utilization
 - e. Percentage consumed and subscribed for thin pools.
5. The array must be able to generate performance reports that contain the below information:
 - a. CPU utilization
 - b. Cache utilization
 - c. Front-end director utilization
 - d. Back-end director utilization
 - e. Hot spots or heat map
 - f. Server to HDD visibility of IOPS
6. Describe problem determination capabilities to identify and isolate performance issues or bottlenecks by individual users, files, LUNs, volume groups, ports or any other structures. Are such reports graphical user interface (GUI) or command-line interface (CLI)-based?

7. Describe the auto-configuration features that exist to ease set-up, configuration and operations.
8. Describe any tools you offer to automate the storage provisioning process? Elaborate on integration with third-party orchestration software.
9. Describe the support that exists for monitoring of performance metrics, capacity and hardware healthiness on the storage infrastructure.
10. What quality of service (QoS) features does your system support, and at what level of granularity?
11. Does the system support automatic rebalancing of storage pools, paths during increases or decreases in capacity?
12. Can real-time storage performance reports be generated? If so, what granularity?
13. Can capacity trending reports be generated for the purpose of capacity planning?
14. Describe the support that exists for ad hoc reports and the type of customization that is possible.

7. Performance (Tab 7)

The proposed storage array must be able to meet the below-mentioned IOPS, throughput and response time requirement:

- Must deliver a minimum average of 25,000 IOPS
 - Must deliver an aggregated throughput of at least "500" MB/s as a cluster or per-node basis.
1. What is the highest customer aggregate throughput achieved so far by a node (for a scale-up architecture) or a cluster/namespace (for a scale-out architecture)?
 2. Can you provide independent performance benchmark data (such as SPC-1 or SPEC SFS) for IOPS, throughput, response times? Please provide full information, including the year of testing, model number, configuration and workloads.

8. Availability (Tab 8)

- There should be no single point of failure (SPOF) within the storage array. Individual component failures (controller, port, cache, disk, enclosure, or any other vendor specific element) should not cause loss of data accessibility, data integrity or a full array failure.
 - All hardware repair activities must be nondisruptive.
 - The array must support no-disruptive disk, disk enclosure, cache, front-end and back-end adapter upgrade.
 - The system must support non-disruptive upgrades.
 - Must support dynamic LUN/storage expansion.
 - The storage array must have a complete cache protection mechanism by de-staging data or providing complete cache data protection with battery backup for up to "X" hours or more.
 - Must support global disk hot sparing or equivalent technologies
1. Describe the process of rebuilding data on a failed HDD or SSD. Specifically, how is the spare drive identified, and how is the user notified? Also, describe any capability to accelerate the rebuilding process and provide a range of rebuild times by HDD or SSD capacity.
 2. What is the guaranteed availability (four nines or five nines or six nines)?
 3. What is the maximum impact of controller failure on system throughput (%)?
 4. What is the maximum impact of microcode update on system throughput (%)?
 5. What is the time required to perform a successful, non-disruptive microcode update?
 6. Does the failure or outage of any node cause loss of access to data or permanent data loss?

7. What fault isolation techniques exist to ensure high availability?
8. Describe the inbuilt protection techniques for preventing data corruption.
9. Describe the replication features available in your product and elaborate on your support for different replication methodologies.
10. Outline the various techniques that are available to reduce network bandwidth consumption during replication.
11. Explain how data corruption exposures are minimized during replication.
12. Describe the snapshot capabilities, clearly outlining the product features and differentiators?
13. What is the maximum number of snapshots that can be handled within the storage array?
14. What is the maximum number of snapshots per LUN or volume?
15. Describe how snapshot restore can be affected and any integration with third party software?
16. Describe any other resiliency features not mentioned above that make your storage array more resilient or specific features available only with your product?

9. Security (Tab 9)

- The proposed storage provisioning, monitoring and resource management tools must support role-based access control (RBAC).
 - The proposed storage administration tools must be able to generate audit logs to keep track of user logons, unauthorized login attempts and the changes made by users.
1. Describe whether you provide native encryption, what time, and whether it is through third-party integration.
 2. How is access to the audit and system logs securely implemented?
 3. Describe the capability to perform data erasure within the storage and explain the data erasure mechanism.

10. Environment Requirements (Tab10)

A. Physical Requirements

Bidder should specify:

- Floor space to support the proposed solution
- Floor loading and elevation requirements
- Minimum ceiling height
- Location of network interfaces (e.g., front, rear)
- Options for mass termination of cables
- Field-replaceable units (FRUs) that require removal of cables before replacement

(A diagram is optional.)

B. Environmental Requirements

Bidder should specify:

- System power circuit breaker panel location
- Lighting requirements if any
- Long- and short-term environmental ranges that the system can tolerate, including the:
 - Acceptable temperature range
 - Acceptable humidity range
 - Acceptable particulate contaminant range
 - Heat dissipation of the system at maximum configuration in British thermal units (BTUs) per hour
 - Required airflow (front to back, left to right, etc.)
 - Specialized rack requirements

C. Power Requirements

Bidder should specify:

- Acceptable voltage and phase parameters ranges.

- Power requirements power connectors, and circuit breaker panel requirements.
- Recommendations for reserve power requirements in stand-by hours and battery capacity (ampere-hours), if an uninterruptible power supply (UPS) is proposed.
- Centralized and local power and cooling requirements.

11. Warranty and Maintenance (Tab 11)

A. Warranty

Bidder should:

1. Specify the warranty periods for all solution hardware, as well as the software associated with running the proposed systems and applications.
2. Specify warranty for a period of no less than (5) five years, and may include an option for extension to (7) seven years.

B. Maintenance

Bidders should:

1. Specify maintenance for a period of no less than (5) five years, with an option for extension to (7) seven years.
2. The quotes for system maintenance options should include:
 - a) Hardware support including part replacement and return merchandise authorization (RMAs)
 - b) Software support that entails new releases (including new features and/or bugs/vulnerability remediation)
 - c) General technical support/assistance with operational and maintenance activities
 - d) Advanced technical support for programmatic or highly customized configurations in support of specific services in the storage array
3. The bidder should provide multiple levels of maintenance to choose from, including an emergency response time of no more than four hours, 24/7.

C. Service Level Agreements

Bidders should:

1. Define the number of factory-trained service technicians available through the local service depot (per physical data center location), and identify the centers from which technicians will be dispatched after hours, on holidays and during weekends.
2. Provide a copy of the standard maintenance contract and details of optional extras.
3. Describe committed response times and mean time to recovery (MTTR) by type of service disruption.
4. Provide a copy of normal maintenance escalation procedures, and include communications with affected parties — with names and contact details of all parties affected.
5. Provide emergency contact number if normal channels of fault-reporting communications fail. Describe how that emergency contact number will be answered and by whom:
 - a. Are there any times or restrictions by day, week or month on this service?
 - b. What information will those answering a call have available?
 - c. Will they have specific information on the system being proposed for the organization?
6. Describe the procedures for software updates and upgrades; detail what, if any, costs would be associated with upgrades.
7. Describe the capabilities for remotely monitoring the system.
8. Describe the capabilities for automatically reporting fault conditions, both to organizational and supplier personnel.
9. Indicate where the local and regional parts depots are located.
10. Describe the process for migration during end of installed life and any safe data erasure capabilities.

12. Training (Tab 12)

The successful bidder will be required to provide knowledge transfer and online or on-site training to the PflSD system administration team. If training costs are not included as part of the system pricing response, then the bidder must provide those costs along with a detailed training schedule of recommended training. The schedule should denote class sizes and length of a typical training session. The bidder shall also provide pricing for alternative modes of training delivery, if available:

1. The Vendor shall provide complete training services for all products and feature sets installed as part of the Request for Proposal.
2. Cost for training shall be inclusive of the total cost proposal and included as a line item.
3. Vendor shall provide all training and knowledge transfer events for the staff of PflSD at a mutually agreeable time and date, prior to Systems Acceptance.

If the bidder does not offer training, then this should be noted as “Not Provided” on the Workbook.

13. Project Management and Professional Services (Tab 13)

This section should include a detailed explanation of any professional services that are provided as part of the RFP response. Bidder should describe how it will manage the transition from current state to target state, including migration/implementation plans and handoff.

Bidder must in their statement of work (SOW) provide an implementation plan that includes:

- Describe how the solution proposed will be configured and customized for the Pflugerville ISD environment.
- The Vendor shall provide a designated representative as Project Manager and be available for all project meetings and all inspection activities.
- The vendor's assigned Project Manager shall function as the single point of contact between the Vendor and Owner for the duration of the project.
- The Vendor shall present the Owner an installation schedule prior to beginning the installation. All project activities shall be coordinated with the Owner in advance of such stated activities.
- Vendor shall provide the Owner one (1) original and one (1) identical copy set of the system installation and O&M documentation at the time of Substantial Completion. All Project Documentation shall be submitted in a three (3) ring binder and as one (1) electronic copy on USB Drive. The close-out/O&M documentation at a minimum shall contain the following:
 1. Vendor shall provide product cut-sheets and manuals for every hardware and software product installed as part of this project.
 2. Vendor shall provide the Owner a complete listing of all equipment and software installed as part of this project. This data shall be shown on a spreadsheet format, indicating, Manufacturer, Description, Model #, Serial #, PflSD Asset Tag# and any other applicable revision or release information.
 3. Vendor shall provide complete system and configuration database information. This information shall be shown in a spreadsheet format indicating the appropriate systems and network configuration information.
 4. Vendor shall provide the Owner all original and archival copies of the operational and application software with applicable software licenses, code keys and original documentation.
 5. Vendor shall provide the Owner with a logical installation drawings indicating the physical installation of the system in both plan and rack elevation format. Softcopy of the drawings are to be in Visio or PDF format.
 6. Vendor shall provide all applicable systems documentation in Hard or Softcopy as applicable.
 7. Vendor shall submit close-out documentation in bound and tabbed binders to Owner. Soft documentation, where applicable, are to be included on USB drive.

Subcontractor Disclosure

Will your firm subcontract any work related to this project? ___ Yes ___ No

If yes, what percentage of work will be completed by subcontractors? _____%

What type of work will the subcontractor(s) be completing?

How many subcontractors will be used? _____

Please provide the name, address and contact information for each contractor your firm will use on this project.

1. _____

2. _____

3. _____

Service Level Agreement Disclosure

Will your firm provide a local presence lead/team for the implementation process?

☐ YES ☐ NO

Does your firm have a local team (within 60-mile radius of PfISD Technology Office) to provide support for warranty work?

☐ YES ☐ NO

Does your firm charge a fee for service calls? ☐ YES ☐ NO

If so, how much is the fee? _____

Proposed Solution Reference Requests

Please list three (3) Texas School districts of comparable size to PfISD which you have served in the past three years. Include contact names, phones numbers, and the project or services delivered.

1. District: _____

Contact Information: _____

Project/Services: _____

2. District: _____

Contact Information: _____

Project/Services: _____

3. District: _____

Contact Information: _____

Project/Services: _____

Please List up to three Texas references, K12 preferred, where you have implemented and supported your proposed solution.

1. District: _____

Contact Information: _____

Project/Services: _____

2. District: _____

Contact Information: _____

Project/Services: _____

3. District: _____

Contact Information: _____

Project/Services: _____

FORM A: VENDOR PROFILE

Company Name: _____

Contact Information:

Regarding Bid Process:

1. Contact Name: _____

2. Phone: _____

3. Fax: _____

4. Address: _____

5. Email Address: _____

Payment Address: _____

Company Information:

Please indicate if this response is for multiple locations or divisions within your company and list applicable information:

How many consecutive years has your company been in business? _____

FORM B: ACKNOWLEDGEMENT OF STATE, LOCAL & FEDERAL CERTIFICATIONS

Please read all certification and notification statements below. Each statement should be initialed by an authorized representative to indicate compliance. Failure to comply may result in disqualification. Exceptions should be noted separately.

- A. Felony Conviction Notification: State of Texas Legislative Senate Bill No. 1, 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 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." 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." This notice is not required of a publicly held corporation.

Please check the appropriate line below:

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

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

_____ 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) _____

Initial _____

- B. Criminal History Notification: Texas Education Code Chapter 22 requires entities that contract with school districts to obtain criminal history records on covered employees. Covered employees with disqualifying criminal histories are prohibited from serving at a school district. Contractors must certify to the district that they have complied and must obtain similar certifications from their subcontractors. Certification forms, found on the PfISD Purchasing Department web page located at <https://www.pfisd.net/about-us/departments/procurement-and-auxiliary-services/information-for-vendors>, must be completed and submitted to the PfISD Purchasing Department prior to commencement of the contract.

Covered Employees is defined as: Employees of a contractor who have or will have continuing duties related to the service to be performed at the District and have or will have direct contact with students. The District will be the final arbiter of what constitutes continuing duties or direct contact with students.

Disqualifying Criminal History is defined as:

- (1) a conviction or other criminal history information designated by the District;
- (2) a felony or misdemeanor offense that would prevent a person from obtaining certification as an educator under Texas Education Code 21.060, including an offense listed at 19 Tex. Admin. Code 249.16; or
- (3) one of the following offenses, if at the time of the offense, the victim was under 18 or enrolled in a public school:
 - (a) a felony offense under Title 5, Texas Penal Code;

- (b) an offense for which a defendant is required to register as a sex offender under Chapter 62, Texas Code of Criminal Procedure;
- (c) an equivalent offense under federal law or the laws of another state.

Initial _____

- C. Certificate of Residency: The 1985 Texas Legislature passed House Bill 620 (now Chapter 2252 of Texas Government Code) relative to the award of contracts to nonresident bidders (out-of-state bidders whose corporate offices or principal place of business are outside the State of Texas). This law provides that, in order to be awarded a contract as low bidder, a nonresident bidder's response for construction, improvements, supplies or services in Texas be bid in amount lower than the lowest Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder in order to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

_____ I certify that my company is a "resident bidder" meaning a vendor whose principal place of business is in Texas, including a vendor whose ultimate parent company or majority owner has its principal place of business in Texas.

_____ I certify that my firm is a "nonresident bidder" meaning a vendor whose principal place of business is not in Texas, but excludes a vendor whose ultimate parent company or majority owner has its principal place of business in Texas. My company's principal place of business is in:

_____, _____
City State Initial _____

D. Non-Collusion, Non-Conflict of Interest, Anti-Lobbying Affidavit.

By submission of this response, the undersigned certifies that:

1. Neither the Respondent nor any of its officers, partner, owners, agents, representatives, employees, or parties in interest, has in any way colluded, conspired, or agreed, directly or indirectly with any person, firm, corporation or other Respondent or potential Respondent or given any money or other valuable consideration for assistance in procuring or attempting to procure a contract or fix the prices in the attached response or the response of any other Respondent, and further states that no such money or other reward will be hereinafter paid.
2. No attempt has been or will be made by this firm's officers, employees, or agents to lobby, directly or indirectly, the District's Board of Trustees between response submission date and award by the District's Board of Trustees.
3. No officer, or stockholder of Respondent is a member of the staff, or related to any employee of the Pflugerville Independent School District except as noted below:
4. The bidder or proposer has not offered, conferred, or agreed to confer any pecuniary benefit, as defined by Penal Code, Chapter 36, or any other thing of value, as consideration for the receipt of information or any special treatment or advantage relating to this bid or proposal;
5. The bidder or proposer has not offered, conferred, or agreed to confer any pecuniary benefit or other thing of value as consideration for the recipient's decision, opinion, recommendation, vote, or other exercise of discretion concerning this bid or proposal;
6. The bidder or proposer has not violated any state, federal, or local law, regulation, or ordinance relating to bribery, improper influence, collusion, or the like, and that the bidder or proposer will not in the future offer, confer, or agree to confer any pecuniary benefit or other thing of value to any officer, Trustee, agent, or employee of the Pflugerville Independent School District in return for the person's having exercised official discretion, power, or duty with respect for this bid or proposal;
7. The bidder or proposer has not 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 Pflugerville Independent School District in connection with information regarding this bid or proposal, the submission of this bid or proposal, the award of this bid or proposal, or the performance, delivery, or sale pursuant to this bid or proposal.

Initial _____

- E. Non-Discriminatory Employment: Vendor agrees to refrain from discrimination in terms and conditions of employment on the basis of race, color, religion, sex, national origin, or handicap and agrees to take affirmative action as required by Federal Statutes and rules and regulations issued pursuant thereto in order to maintain and insure non-discriminatory employment practices.

Initial _____

- F. Suspension and Debarment: Federal Law prohibits non-federal entities from contracting with or making sub- awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transaction include procurement of goods of \$50,000 or more as

covered by state law or professional services equal to or in excess of \$100,000. Contractors receiving individual awards of \$100,000 or more and all sub-recipients must certify that the organizations and its principals are not suspended or debarred. **Pflugerville ISD does not do business with parties that have been suspended or debarred.** The prospective vendor certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by a Federal department or agency.

Initial_____

- G. Clean Air and Water Act: I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102.

Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environmental Protection Agency Assistant Administrator for the Enforcement.

Initial_____

- H. Hold Harmless Agreement: The Contractor shall defend, indemnify, and hold harmless, Pflugerville ISD and all of its trustees, officers, agents, and employees from and against all suits, actions, or claims of any character brought for or on account of any injuries or damages (including death) received or sustained by any person or property on account of, arising out of, or in connection with, any negligent act or omission of Contractor or any agent, employee, subcontractor, or supplier of Contractor in the execution or performance of the Contract. The Contractor shall also defend, indemnify and hold harmless, Pflugerville ISD and all of its trustees, officers, agents, and employees, from and against claims by any subcontractor, supplier, laborer, materials, or mechanic for payment for work or materials provided on behalf of the Contractor in the performance of the Contract and all such claimants shall look solely to Contractor and not to Pflugerville ISD for satisfaction of such claims. This Hold Harmless Agreement shall be binding upon the undersigned, and its successors, legal representatives, heirs and assigns.

Initial_____

- I. Pursuant to Section 2270.001 of Texas Government Code, the Contractor affirms that it:
1. Does not currently boycott Israel; and
 2. Will not boycott Israel during the term of the contract

Pursuant to Section 2270.001 of 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.

Initial_____

- J. Pursuant to Texas SB 252, the contractor affirms that it is not identified on the Comptroller's list of companies known to have contacts with or provide supplies or services to a foreign organization designated as a Foreign Terrorist Organization by the US Secretary of State

Initial_____

.

REQUIRED CONTRACT PROVISIONS FOR FEDERALLY FUNDED PURCHASES

.

Provisions related to federally funded purchases does not apply. N/A

Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that the vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Name of Company: _____

Printed Name and Title of Representative: _____

.

Signature

Date

.

Form C: CONFLICT OF INTEREST NOTICE

Pflugerville Independent School District

Notice to Vendors

Conflict of Interest Questionnaire Required by Chapter 176 of the Texas Local Government Code

Under Chapter 176 of Texas Local Government Code, a person or entity who contracts or seeks to contract with a school district for the sale or purchase of property, goods, or services (as well as agents of such persons) are required to file a Conflict of Interest Questionnaire with the districts Records Administrator (in this case, the PflSD Purchasing Dept.). Each covered person or entity who seeks to or who contracts with PflSD is responsible for complying with any applicable disclosure requirements. PflSD will post the required completed questionnaires on its website.

The Local Government Officers of the Pflugerville Independent School District are as follows:

Pflugerville ISD Board of Trustees

Place 1	Alex Okafor
Place 2	Charlie Torres - Secretary
Place 3	Renae Mitchell
Place 4	Claudia Yanez
Place 5	Kelly Daniel- Vice President
Place 6	Jean Mayer
Place 7	Chevonne Lorigo-Johst– President

District Leadership

Title	Name
Superintendent of Schools	Dr. Quinten Shepherd
Chief of Staff	Ashley Chohlis
Deputy Superintendent	Adelaida Olivarez
Chief Financial Officer	Jennifer Land
Chief Operating Officer	Victor Valdez
Chief Human Resources Officer	Willie Watson
Chief Communications Officer	Tamra Spence
General Counsel	Jacob Woolston
Executive Director of Facilities & Support Services	Craig Pruett
Executive Director of Technical Services	Angele Fitzhenry
Assistant Superintendent	Hutcherson Hill
Assistant Superintendent	Chrysta Carlin
Assistant Superintendent	Alma Gonzalez

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

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).

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.

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

OFFICE USE ONLY

Date Received

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 in this section is being disclosed.

Name of Officer

This section (item 3 including subparts A, B, C, & D) must be completed for each officer with whom the vendor 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 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 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 interest of one percent or more?

☐ Yes

☐ No

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

4

Signature of vendor doing business with the governmental entity

Date

Form D: Notification of HB 1295 Requirements

HB 1295 Certificate of Interested Parties

Texas Government Code Chapter §2252.908 (H.B. 1295) forbids Pflugerville ISD from entering into a contract that either (1) requires an action or vote by the District's Board of Trustees, or (2) has a value of at least \$1 million, unless the business entity submits a disclosure of interested parties to the district.

Log In information, frequently asked questions and other information can be found at:

<https://www.ethics.state.tx.us/filinginfo/1295/>

Definitions:

“Interested Party” means a person:

- (a) Who has a controlling interest in a business entity with whom PflISD contract; or
- (b) Who actively participates infacilitating the contract or negotiating the terms of the contract, including a broker, intermediary, adviser, or attorney for PflISD.

“Business Entity” means an entity recognized by law through which business is conducted, including a sole proprietorship, partnership, or corporation.

“Exempted Firms” include:

- a sponsored research contract of an institution of higher education;
- an interagency contract of a state agency or an institution of higher education;
- a contract related to health and human services if:
 - o the value of the contract cannot be determined at the time the contract is executed; and
 - o any qualified vendor is eligible for the contract;
 - o a contract with a publicly traded business entity, including a wholly owned subsidiary of the business entity;
 - o a contract with an electric utility, as that term is defined by Section 31.002, Utilities Code; or
 - o a contract with a gas utility, as that term is defined by Section 121.001, Utilities Code.*

Non-exempted firms must sign, complete, and submit Form 1295 with their proposal even if no interested parties exist.

Required steps:

1. An authorized agent of the firm shall complete the on line form and print a copy of the form with the certificate of filing (that has a unique certification number) and submit it with the vendor's bid;
2. After the vendor submits the form to the District, the District uses the application to notify the Ethics Commission of the receipt of the filed Form 1295 and certification of filing not later than the 30th day after the date the contract binds all parties to the contract.

The newly exempt contract types are marked with an asterisk.

**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.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type.
See Specific Instructions on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)	
2 Business name/disregarded entity name, if different from above.	
3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
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. See also *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:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- 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
------------------	--------------------------	------

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.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

FORM F: BID FORM

I have received the **Standard and Special Terms and Conditions, Specifications, and Required Forms** for the furnishing of goods and/or services as prepared by Pflugerville Independent School District. I have examined and understand all aspects of these documents and submit the following bid. I have not deviated from the terms, conditions or specifications set forth by Pflugerville Independent School District unless specified in written form.

I agree:

1. To hold my bid open for **45 days** after the due date for review and evaluation;
2. That the signing of this bid will constitute a contract between Pflugerville Independent School District and my company, if awarded any or all of the bid;
3. That orders will be delivered, F.O.B., PfISD, Pflugerville, TX within five business days after receipt of order by phone, fax, in-person, or by mail and shall include inside delivery;
4. To furnish goods and services in strict compliance with the Terms, Conditions and Specifications as addressed within this bid document;
5. That payment(s) will only be made from an invoice. Payment will not be made from a statement. A purchase order number must appear on all invoices.

The seller shall submit separate invoices, on each purchase order after each delivery. Invoices shall indicate the purchase order number, bid number, shall be itemized and transportation charges, if any, shall be listed separately. Mail to: Pflugerville Independent School District, Attn.: Accounts Payable Dept., 1401 West Pecan, Pflugerville, TX 78660. Payment shall not be due until the above instruments are submitted after delivery. Suppliers should keep the Finance Department advised of any changes in your remittance addresses.

Do not include Federal Excise, State or City Sales Tax. Pflugerville ISD shall furnish a tax exemption certificate, if required.

Pflugerville ISD agrees to pay the supplier not later than thirty (30) days after receipt of uncontested invoices for the receipt of all supplies, aids or equipment, or the day on which services were completed, or the day on which the invoice was received, whichever is later.

Pflugerville ISD agrees to notify the supplier of an error or contested invoice. Pflugerville ISD and supplier hereby agree to mutually resolve disputed invoices within sixty (60) days of receipt of notice of the dispute.

6. Property damage caused to PfISD or other property by the awarded vendor while carrying out responsibilities related to this contract, shall be the sole responsibility of the awarded vendor.
7. Proper clothing will be worn at all times. Vendor's vehicles and employees must be identifiable by appropriate company logos on vehicles, shirts, and/or badges.
8. The use of alcohol and tobacco is prohibited on district property.

Signature
Printed Name
Title
Date

FORM G: DEVIATION/SIGNATURE PAGE

In the event the undersigned intends to deviate from the general terms, conditions, or specifications listed within this document, all such deviations must be listed on this page with complete and detailed conditions and information also being attached, if necessary. PfISD will be the sole judge to determine if deviations are acceptable in meeting the needs of PfISD and participating members.

DEVIATIONS:

Our response is submitted according to:

☐ **NO DEVIATIONS:** In the absence of any deviation entry on this form, the Vendor assures PfISD of their compliance with the Terms, Conditions, Specifications, and information contained within this document.

☐ **DEVIATIONS LISTED ABOVE**

Signature

Printed Name

Title

Date

Vendor Responsibility & Penalty Acknowledgement

Per Occurrence

Vendors will receive one (1) written warning for the first violation. Each subsequent violation will result in the fine amount listed below.

1. Lost Keys – **\$500**
2. Setting Off Alarms – **\$500**
3. Lost / Not Returned Badges – **\$500**
4. Tile Cutting Inside Buildings (not permitted) – **\$500**
5. Doors Propped Open – **\$500**
6. Failure to Properly Clean Restrooms – **\$500 + cleaning fees**

If this is a Bond Project, we would require Bond Signage describing the project and approved by PflSD to be displayed.

Vendor Responsibility and Fine signage to be displayed on work doors for sub-contractors to also be aware.

Vendor Acknowledgement

By signing below, the Vendor acknowledges receipt of this document and agrees to comply with the above requirements. Vendor further understands that violations will result in the financial penalties listed.

Vendor Name: _____

Authorized Representative (Print): _____

Signature: _____

Date: _____