Request For Qualifications
Professional Services

For
Fredericksburg Independent School District
2026 Bond and Related Projects

RFQ# 2026-BOND-10202026

Issue Date: October 30, 2026
Close Date: **November 19, 2026 at 2:00 p.m. CST**

Fredericksburg Independent School District
234 Friendship Lane
Fredericksburg, Texas 78624

SOQ's SUBMITTED WILL NOT BE OPENED OR READ PUBLICLY

Newspaper Advertisement (provided for reference to this RFQ):

Fredericksburg Independent School District
Request For Qualifications
Professional Services
For
2026 Bond and Related Projects
RFQ# 2026-BOND-10202026

NOTICE TO RESPONDENTS

The Fredericksburg Independent School District ("Fredericksburg ISD," "FISD," or the "District") wishes to establish a pool of professional service providers to support requirements for various professional services necessary for renovations, additions, alterations, and small construction projects for a duration period beginning approximately December 2026 through December 2029. This pool may also support work related to the District's 2026 Bond program excluding architectural and bond program management services previously awarded.

The Request for Qualifications (RFQ) is provided on the District's website: https://www.fisd.org/our-district/departments/financial-transparency or by contacting Fredericksburg ISD, Attn: Michael Gonzales- Director of Operations, 234 Friendship Lane, Fredericksburg, Texas 78624, 830-997-9551, or via
email at michaelgo@fisd.org or by emailing the District's Bond Program Manager, Sledge Engineering, Attn: Kelly Dorman via email at kelly@sledge.biz. Questions pertaining to the RFQ will be received until November 13, 2026 at 5:00 p.m. CST via email to michaelgo@fisd.org and kelly@sledge.biz.

Statement of Qualifications (SOQ) will be received until November 19, 2026 at 2:00 p.m. CST at the Fredericksburg ISD Administration building located at 234 Friendship Lane, Fredericksburg, Texas 78624. Submit one (1) original of the SOQ in paper format, together with one (1) USB flash drive containing a complete electronic version in searchable PDF format. SOQ's submitted will not be opened or read publicly.

Any SOQ received later than the specified time shall be disqualified.

The evaluation criteria specified in the RFQ will be used to determine which Respondent is the most qualified. FISD reserves the right to request modifications, including additional information. FISD reserves the right to accept or reject any or all responses, to waive all technicalities, and to accept the response(s) that are determined to be the most qualified firm(s).

SECTION I
GENERAL INFORMATION

A. District Description: Fredericksburg Independent School District is located in Fredericksburg, Texas, in the heart of the Texas Hill Country (Gillespie County). The District is known as the Battlin' Billies in honor of its unique mascot. The District operates six campuses serving approximately 3,000 students and employs roughly 490 staff members. Campuses include Fredericksburg High School, Fredericksburg Middle School, Fredericksburg Elementary School, Fredericksburg Primary School, Stonewall Elementary School, and Gillespie County High School. Central Administration is located at 234 Friendship Lane, Fredericksburg, TX 78624. Main phone: (830) 997-9551. Superintendent: Dr. Calvin Bowers, Ed.D.

B. 2026 Bond Information: The 2026 Bond Construction Projects consists of:
   1. New Transportation Center on a greenfield site nearby Fredericksburg Middle School
      1.1. Construction estimate: $5 million
      1.2. Construction estimated: February 1 – August 30, 2027
   2. Construction/Replacement of Fredericksburg High School on the current high school site (Approximately 250ksf)
      2.1. Construction estimate: $125 million
      2.2. Construction estimated: October 1, 2027 – December 2, 2029
   3. Improvements and Upgrades
      3.1. Construction estimated: $6 million
      3.2. Construction estimated: Summer 2027, 2028, or 2029
      3.3. Scope:
         3.3.1. Safety Upgrades
         3.3.2. Security Upgrades
         3.3.3. Technology Upgrades
         3.3.4. HVAC System replacements and Efficiency Improvements
         3.3.5. ADA Compliance Improvements –
      3.4. Locations:
         3.4.1. Stonewall Elementary School
         3.4.2. Fredericksburg Primary School
         3.4.3. Fredericksburg Elementary School
         3.4.4. Gillespie County High School
   4. Partial Roof Replacement and Building Enclosure at Fredericksburg Primary School –
      4.1. Construction estimated: Summer 2028 or 2029
   5. Track and Field Facility Additions at Fredericksburg Middle School
      5.1. Construction estimated: Summer 2027

C. Architect of Record (AOR) for 2026 Bond: The architect of record for the 2026 Bond is **VLK Architects**. The scope of this RFQ ***excludes*** architectural services for the Transportation Center, and Fredericksburg High School. The AOR will support the other 2026 Bond Projects as needed for architectural and related services.

D. Bond Program Manager: The 2026 Bond Program Manager (i.e., Owner's Representative for FISD) is **Sledge Engineering**. The scope of this RFQ ***excludes*** bond program management and owner's representative services.

SECTION II
SCOPE OF SERVICE

A. General: The Fredericksburg Independent School District ("Fredericksburg ISD," "FISD," or the "District") wishes to establish a pool of professional service providers to support requirements necessary for renovations, additions, alterations, and small construction projects. This pool may also support work related to the District's 2026 Bond program not under the scope of record of the 2026 Bond Architect-of-Record or the Bond Program Manager. The District seeks highly qualified professional firms with demonstrated experience providing services for K-12 educational facilities. The selected firm should possess extensive design and other professional services to Texas educational facilities

B. Services: The pool of service providers may include, but is not necessarily limited to, the following disciplines:

1. **ADA / Accessibility Consultant (State of Texas – Registered Accessibility Specialist)**
2. **Building Code Review (3rd party code review and inspection)**
3. **Building Envelope and Roofing Consultant**
4. **Civil Engineer**
5. **Commissioning Agent**
6. **Environmental Consultant (Asbestos, Lead, PCBs testing, abatement specifications, and inspection during any resulting abatement)**
7. **Geotechnical Consultant**
8. **Geotechnical/Construction Material Testing Consultant**
9. **Land Surveyor (topographic, boundary, plat)**
10. **MEP (Mechanical, Electrical and/or Plumbing) Engineer**
11. **Structural Engineer**
12. **Technology Consultant (A/V, Security, Communications)**
13. **Testing and Balancing Consultant**
14. **Traffic Engineer**

C. Multiple Services: Providers are allowed to submit on one or more professional services listed.

D. Work Period: Duration period for any scope of work is anticipated to begin approximately December 2026 through December 2029. Reference is hereby made to **Section I-B** with anticipated/estimated construction timelines provided. The open solicitation shall be in effect from the date of the award through the close date stated above. The District may cancel an open solicitation with a vendor at any time due to performance.

E. Licenses: The selected firm shall provide a project team with sufficient expertise and resources to perform the services. The District expects the firms to include a professional architect, engineer, or applicable professional firms/individuals licensed in the State of Texas.

F. Value: The estimated total value is unknown for any professional services contract(s) resulting from the RFQ. Pricing shall be negotiated for each specific project, event, or service requested by FISD. Applicable construction estimates provided in **Section I-B** are listed for general information purposes only.

SECTION III
SUBMISSION REQUIREMENTS

A. Exclude Fees: Qualifications will be evaluated based on demonstrated competence and qualifications in accordance with Texas Government Code Chapter 2254. Fees shall not be submitted with the qualifications package and will not be considered during the evaluation phase.

B. Pre-Submission Conference: A pre-submission conference will ***not*** be conducted for this RFQ.

C. Interviews: The District reserves the right to request additional information, conduct interviews, and negotiate a contract with the firms determined to be the most qualified based upon demonstrated competence and qualifications. At present, the District does ***not*** anticipate interviews.

D. Award: Awards will be made to multiple vendors on an incremental basis during the work period listed in this RFQ. Respondents are not guaranteed any award of professional services scope under this RFQ during the term of the contract. FISD may evaluate the SOQs based on the anticipated completion of all or any portion of the Project. The Owner reserves the right to divide the projects into multiple parts, to reject any and all SOQs, to hire professional services outside of this RFQ, and re-solicit for new SOQs, or to reject any and all SOQs and temporarily or permanently abandon the projects. Owner makes no representations, written or oral, that it will enter into any form of agreement with any Respondent to this RFQ for any project and no such representation is intended or should be construed by the issuance of this RFQ.

   By providing a SOQ, each firm agrees to waive any claim it has or may have against FISD, its board of directors, trustees, agents and employees, consultants, and any reference sources, arising out of or in connection with the administration, evaluation, or recommendation of any SOQ; waiver of any requirements in the RFQ, acceptance or rejection of any SOQ and award of a contract. The ranking/selection of the SOQ(s) will be presented to the Board, and the Board may delegate authority to Administration to negotiate, finalize, and execute any contract(s).

E. Agreement: The District reserves the right to provide the agreement to the firm for review for any awarded professional scope. The District recognizes that the specific scope, level of involvement, and allocation of responsibilities for services may vary depending upon the size, complexity, construction delivery method, schedule, budget, and unique characteristics of individual projects. Accordingly, the District is open to considering alternative approaches to the scope of services such as firm's established agreements for the applicable scope of services.

   After award of scope, the District will negotiate with the respondent(s) to identify any recommended modifications, supplemental services, or phased service options that they believe would best support the District's objectives. The District reserves the right to refine, expand, reduce, or otherwise tailor the final scope of services during the selection and contract negotiation process to ensure that the services provided are appropriately aligned with the needs of each project.

F. Public Information: FISD is subject to the Texas Public Information Act. Submitted SOQ may become public records following contract award, except for portions protected from disclosure under applicable law. During the course of the selection process any RFQ response is exempt from disclosure to the public under the Texas Public Information Act. The submitted SOQ will, upon the award of the contract, become a public record; and therefore, subject to disclosure to any person who

makes a proper request for review of the documents. Some of the information you may provide in your SOQ may contain commercial or financial information which you consider privileged or confidential or may be of a nature which you feel may cause substantial competitive harm to your business if disclosed by FISD to a third-party even after the award. You may be entitled to protect this information at the time a request is made for disclosure; however, you will need to consult your legal counsel to assure that this kind of information, if included in your SOQ, is properly marked as confidential prior to SOQ. Wholesale marking of your entire SOQ "Confidential" or "Proprietary" will not be effective. FISD fully complies with the Texas Public Information Act. In the event information from your SOQ is requested, FISD will use its best efforts to notify the Respondent of such request but will have no duty to assert any claim to the Attorney General regarding that the SOQ or any parts of the SOQ are not subject to disclosure under the Act.

G. Review of RFQ: Respondents are expected to examine this RFQ carefully, understand the terms and conditions for providing the services listed herein and respond completely. FAILURE TO COMPLETE AND PROVIDE ANY OF THE REQUIRED INFORMATION AND/OR FORMS MAY RESULT IN THE RESPONDENT'S SOQ BEING DEEMED NON-RESPONSIVE AND THEREFORE DISQUALIFIED FROM CONSIDERATION.

SECTION IV
SUBMISSION INSTRUCTIONS

A. Submission Deadline: SOQ must be received no later than the deadline stated on the cover. Late responses will not be considered. Submit one (1) original of the SOQ in paper format, together with one (1) USB flash drive containing a complete electronic version in searchable PDF format. SOQ's submitted will not be opened or read publicly.

B. SOQ Format: SOQs should be clear, concise, and organized. The narrative portion shall not exceed twenty-five (25) pages (required forms do not count toward the limit). SOQ shall include the following:

1. Cover Page
2. Table of Contents
3. Letter of Interest - list which disciplines from **Section II-B** that the SOQ include (1 page)
4. Firm Information and Experience (see RFQ - **Attachment A**)
5. Questionnaire (see RFQ - **Attachment B**)
   a. Organization Chart
   b. Resumes of Key Personnel
6. Required Forms (See RFQ - **Attachments C to G**)

C. Delivery of Statement of Qualifications to**:**

Fredericksburg Independent School District
Attn: Michael Gonzales, Director of Operations
234 Friendship Lane
Fredericksburg, TX 78624
Phone: (830) 997-9551
Email: michaelgo@fisd.org

Label sealed SOQs as follows:
RFQ# 2026-Bond-10202026
Professional Services For Fredericksburg ISD
Do Not Open Until November 19, 2026 at 2:00 p.m. CST

D. Questions and Addenda: *Questions must be submitted in writing via email. In the subject line type: **RFQ#2026-BOND-10302026 Professional Services – Questions**.* Questions pertaining to the RFQ will be received until **November 13, 2026 at 5:00 p.m. CST** via email to michaelgo@fisd.org and kelly@sledge.biz. Any requests for interpretation, clarification, or additional information must be submitted in writing (email). Addenda will be posted on the District's website at: https://www.fisd.org/our-district/departments/financial-transparency. It is the responsibility of each Respondent to obtain all addenda. Only written clarifications and addenda issued by FISD shall be binding. Oral statements shall not modify the requirements of this RFQ.

E. Point of Contact and No Lobbying: The points of contact for this RFQ are 1) Michael Gonzales, Director of Operations (michaelgo@fisd.org) and 2) the District's Bond Program Manager – Sledge Engineering, Kelly Dorman (kelly@sledge.biz). Respondent's employees, officers, agents, or other representatives shall not lobby or attempt to influence a vote or recommendation related to the Respondent's response, directly or indirectly, through any contact with school board members or other FISD officials or employees from the date this RFQ is released until a contract is executed.

SECTION V
EVALUATION CRITERIA

The evaluation criteria specified in the RFQ will be used to determine which Respondents are the most qualified. FISD reserves the right to request modifications, including additional information. FISD reserves the right to accept or reject any or all responses, to waive all technicalities, and to accept the response(s) that are determined to be the most qualified firm(s).

FISD will evaluate and provide an advisory ranking to the Board for consideration and approval based on the criteria set out herein.

This SOQ shall be evaluated using the criteria listed below. Vendor Minimum Acceptable Score is 70 points. Vendors scoring under 70 points shall not be considered for further evaluation.

#	Evaluation Criteria	Points
1	Technical – Completeness of the RFQ response, including proper Registration and Licensing Requirements and insurance requirements	30
2	Experience & Reputation – Three references and examples of prior work. References may be contacted (provide point of contact, email, and telephone number)	25
3	Product, Service, & Quality – Innovative approaches, high standard of service, and quality work	20
4	Personnel – Resumes of key personnel. Describe other projects completed by the company as performed by key personnel as part of the resumes.	15
5	Prior Experience with Fredericksburg ISD (or other Texas school districts)	10
	Total	**100 Points**

ATTACHMENT A
FIRM INFORMATION AND EXPERIENCE

Name of Firm: _____

Texas Registration Number(s): _____

Address: _____

Contact Person: _____

Contact Phone: _____

Contact E-mail: _____

I affirm that I am authorized to bind this company to the SOQ submitted in response to Fredericksburg ISD RFQ# 2026-BOND-10302026

Printed name of authorized person: _____

Signature of authorized person: _____

Date: _____

1. List the professional service category(ies) this Statement of Qualifications (SOQ) is being submitted for by checking the appropriate box(es):

☐ ADA/Accessibility Consultant (RAS)
☐ Building Code Review (3rd party code review and inspection)
☐ Building Envelope and Roofing Consultant
☐ Civil Engineer
☐ Commissioning Agent
☐ Environmental Consultant (Asbestos, Lead, PCBs testing, specifications, and inspection)
☐ Geotechnical Consultant
☐ Geotechnical/Construction Material Testing Consultant
☐ Land Surveyor (topographic, boundary, plat)
☐ MEP (Mechanical, Electrical and/or Plumbing) Engineer
☐ Structural Engineer
☐ Technology Consultant (A/V, Security, Communications)
☐ Testing and Balancing Consultant
☐ Traffic Engineer

2. Years in Business as current firm name above: _____

3. List other names your firm has operated under and dates of operations (or N/A):

_____

4. Up to 5 other significant non-FISD educational (K-12) projects in the last 5 years:

School District:_____
Project Name: _____ Completion Date: _____
ISD Contact Person: _____
Contact Email: _____ Contact Phone:_____

School District:_____
Project Name: _____ Completion Date: _____
ISD Contact Person: _____
Contact Email: _____ Contact Phone:_____

School District:_____
Project Name: _____ Completion Date: _____
ISD Contact Person: _____
Contact Email: _____ Contact Phone:_____

School District:_____
Project Name: _____ Completion Date: _____
ISD Contact Person: _____
Contact Email: _____ Contact Phone:_____

School District:_____
Project Name: _____ Completion Date: _____
ISD Contact Person: _____
Contact Email: _____ Contact Phone:_____

5. Up to 3 other significant non K-12 projects (offices, athletic fields, etc.) in the last 5 years:

Owner:_____
Project Name: _____ Completion Date: _____
Contact Person: _____
Contact Email: _____ Contact Phone:_____

Owner:_____
Project Name: _____ Completion Date: _____
Contact Person: _____
Contact Email: _____ Contact Phone:_____

Owner:_____
Project Name: _____ Completion Date: _____
Contact Person: _____
Contact Email: _____ Contact Phone:_____

6. Projects completed for Fredericksburg ISD in the last 5 years (or N/A):

Project Name: _____ Completion Date: _____

Project Name: _____ Completion Date: _____

7. Personnel:
List the names of the personnel that will be assigned to the District and their Texas Registration Number. Resumes of the Principal of the Firm and Licensed Professionals shall be attached (include up to 5 past projects).
Licenses/Registrations:

Full Name: _____Texas Registration #: _____

Full Name: _____Texas Registration #: _____

Full Name: _____Texas Registration #: _____

Full Name: _____Texas Registration #: _____

Full Name: _____Texas Registration #: _____

8. Insurance:
It is the policy of Fredericksburg ISD to require organizations that provide professional services to the District to carry professional liability insurance for the firm and its staff throughout the contract period and for three (3) years after completion of a contract.

Does your firm carry professional liability practice insurance? ☐ Yes ☐ No

If yes, insurance carrier: _____

Limits: $_____ per claim / $_____aggregate

Number of claims made in the past five (5) years: _____

Have any claims been made against your firm for errors and omissions in the past five (5) years?
☐ Yes ☐ No

ATTACHMENT B
QUESTIONAIRE

Firm Background and Qualifications

1. Provide a brief history of the firm, including ownership structure (Inc., LLC, etc.), office loations, and year formed.

2. Describe the firm's experience providing the type of professional services for K-12 educational facilities.

3. Identify the office and key personnel that will serve the District.

Project Team and Bandwidth

4. Provide an organizational chart identifying the proposed project team and reporting structure.

5. Provide resumes and qualifications for all key personnel proposed.

6. Identify the proposed Project Executive, Project Manager, and Texas-licensed professionals who will be assigned to the District.

Relevant Experience

7. Provide descriptions of up to five (5) comparable K-12 projects completed within the last five (5) years (as listed in response requested in **Attachment A Item 4**).

8. For each project, identify the project size, budget, construction delivery method (if applicable), services provided, and project outcomes.

9. Provide descriptions of up to three (3) non K-12 projects completed within the last five (5) years (as listed in response requested in **Attachment A Item 5**).

Project Controls and Methodology

10. Describe the anticipated level of service that would be provided to the District for the envisioned professional service.

11. Describe the methodology for project management and schedule adherence for assigned tasks.

Communication and Reporting

12. Describe the firm's approach to maintaining effective communication with District administration, project stakeholders, other design professionals/consultants, and contractors.

13. Provide representative example of status reporting formats and communication tools utilized on typical projects.

ATTACHMENT C
FELONY CONVICTION DISCLOSURE STATEMENT

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 governmental entity must give advance notice to FISD 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.

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

THIS NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION.

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

Respondent's Name: _____
(Legal/Official Company Name)

Respondent's Authorized Official's Name: _____
(Please print clearly or type)

A. My firm is a publicly-held corporation; therefore, this reporting requirement is not applicable:
   Signature of Respondent's Official Name: _____
   Date: _____

B. My firm is not owned or operated by anyone who has been convicted of a felony.
   Signature of Respondent's Official Name: _____
   Date: _____

C. My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:
   Name of Felon(s): _____
   Detail of Conviction(s): _____
   Signature of Proposal's Official Name: _____
   Date: _____

NOTE: Name and signature of company official should be the same as on the affidavit (Proposal Response Form.

Vendor is responsible for the performance of the persons, employees and/or sub-contractors assigned to provide services for FISD pursuant to this RFP on any and all FISD facilities. Vendor will not assign individuals to provide services at FISD facility who have a history of violent, unacceptable, or grossly negligent behavior or who have a felony conviction.

ATTACHMENT D
CONFLICT OF INTEREST QUESTIONNAIRE (FORM CIQ)

CONFLICT OF INTEREST QUESTIONNAIRE — FORM CIQ

For vendor doing business with local governmental entity

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 is being disclosed.**

_____
Name of Officer

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

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

☐ Yes ☐ No

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

☐ Yes ☐ No

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

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

7

_____ _____
Signature of vendor doing business with the governmental entity Date

Form provided by Texas Ethics Commission www.ethics.state.tx.us Revised 1/1/2021

NOTE: THIS FORM MUST BE COMPLETED WITH COMPANY NAME, SIGNATURE AND DATE EVEN IF COMPANY HAS NO CONFLICT OF INTEREST

ATTACHMENT E
DEBARMENT OR SUSPENSION CERTIFICATION FORM

FEDERAL/NON-FEDERAL FUNDS

As the awarded vendor on this contract, you are required to provide disbarment/suspension certification indicating that you are in compliance with the below Federal Executive Order Certification by completing and signing this form.

Debarment:
Federal Executive Order (E.O.) 12549 "Debarment and Suspension "requires that all contractors receiving individual awards, using federal funds, and all sub-recipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government.

Your signature certifies that neither your nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Respondent's Name: _____
(Legal/Official Company Name)

Address: _____

City/State/Zip: _____

Telephone: _____

Name of Respondent's Authorized Official: _____
(Type or Print)

Title of Respondent's Authorized Official: _____
(Type of Print)

Signature of Respondent's Authorized Official: _____

Date Signed: _____

ATTACHMENT F
NON-COLLUSION STATEMENT

"The undersigned affirms that he/she is duly authorized to execute this Proposal, that this company, corporation, firm, partnership or individual has not prepared this Proposal in collusion with any other Proposal, and that the contents of this Proposal as to prices, terms or conditions of said Proposal 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 Proposal."

Proposal's Name: _____
(Legal/Official Company Name)

Address: _____

City/State/Zip: _____

Telephone #: _____ Fax #: _____

Name of Respondent's Authorized Official: _____
(Type or Print)

Title of Proposal's Authorized Official: _____
(Type or Print)

Signature of Respondent's Authorized Official: _____

Date Signed: _____

ATTACHMENT G
FISD NEW VENDOR FORM – W9

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

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:

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**

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

Cat. No. 10231X

Form **W-9** (Rev. 3-2024)

ATTACHMENT H
CERTIFICATE OF INTERESTED PARTIES – FORM 1295

(To Be Completed Online Only – Not required with SOQ Submission)

Please go online to: https://www.ethics.state.tx.us/filinginfo/1295/ to submit the form

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties (Form 1295) to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The Texas Ethics Commission (Commission) is the repository for all submitted and acknowledged forms.

It is important to note that there are **very few instances that a business will not have any interested parties.**
An **interested party** is:

1. a person who has a controlling interest in a business entity with whom a governmental entity or state agency contracts; or
2. an intermediary.

Controlling Interest: An interested party has a controlling interest in the business entity if the interested party meets one or more of the following conditions:

- has an ownership interest or participating interest in a business entity by virtue of units, percentage, shares, stock, or otherwise that exceeds 10 percent;
- is a member of the board of directors or other governing body of a business entity of which the board or other governing body is composed of not more than 10 members; or
- serves as an officer of a business entity that has four or fewer officers, or serves as one of the four officers most highly compensated by a business entity that has more than four officers. Subsection (c) of this section does not apply to an officer of a publicly held business entity or its wholly owned subsidiaries.

No interested parties are needed for publicly traded companies. Those parties are already public knowledge and can be obtained elsewhere.

The selected Respondent will be required to complete Form 1295 prior to contract execution.