



Midlothian Independent School District
REQUEST FOR PROPOSAL (RFP) No. 2122 - 008
Campus Auditorium Production Equipment and Services

Issue Date: November 18, 2021

Proposals shall be received by: December 7, 2021

Proposals shall be delivered to:

Midlothian ISD
Attn: Purchasing Department
100 Walter Stephenson Rd.
Midlothian, TX 76065

The Request for Proposal form shall be signed in ink and returned with proposal by the stated date and time to be considered for an award.

PROPOSAL SUBMITTED BY:

(Company Name)

(Address)

(State/Zip Code)

(Typed Name of Submitter)

(Phone #) (Fax#)

(Date of Proposal Submission)

The Midlothian Independent School District (MISD) is soliciting proposals (RFP) for Campus Auditorium Production Equipment and Services per the specifications stated elsewhere in this solicitation document. Proposals marked RFP 2122-008 Campus Auditorium Production Equipment and Services should be submitted to:

Midlothian ISD
Attn: Purchasing Department
100 Walter Stephenson Rd.
Midlothian, TX 76065

Proposals will be received at the above address until 2:00 pm CST, Tuesday, December 7th, 2021. Proposals should be submitted in an envelope or box marked on the outside with the proposer's name, address and RFP number (RFP 2122 - 008 Campus Auditorium Production Equipment and Services).

Proposals must be submitted in sufficient time to be received and time dated at the above address on or before the published date and time shown on the RFP. Proposals received after the published time and date cannot be considered. Faxed Proposals will not be accepted. It is required that a digital submission in PDF format and an Excel (.xls or .xlsx) formatted pricing sheet (provided with this bid on the district website at <https://www.misd.gs/departments/finance/purchasing/bids-rfps-csps-rfqs>) be included with your sealed bid on a USB Flash drive. It is up to the sender to verify delivery.

Proposers must submit proposals with any material required by any addendum to this RFP by the time and date specified. The request for proposal form must be signed for any and all addendums. All proposals must remain open for sixty (60) days from the offer date pending acceptance by MISD.

All proposals shall be opened as soon after the deadline as is reasonably practicable. Trade secrets and confidential information contained in proposals shall not generally be open for public inspection, but MISD's records are a matter of public record.

There will be no opportunities for a walkthrough of facilities as they are being constructed.

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Scope

Provide pricing for campus auditorium production equipment and services for Heritage High School phase 2. Services will include solution design and installation of the equipment at the campus specified.

- Heritage High School

Midlothian ISD reserves the right to modify the Scope as circumstances require, including but not limited to adding, changing, or deleting proposed locations/devices.

Standard Terms and Conditions

The instructions below apply to and become a part of the terms and conditions of any offer:

1. Proposals should be submitted on the attached forms. Proposers are expected to examine the specifications, standard provisions, and all instructions. Failure to do so will be at the proposer's risk. Proposals submitted on other than authorized forms or with different terms or provisions may be considered to be non-responsive proposals.
2. The proposer should bid his/her lowest and best price, F. O. B. destination, on each item with no additional freight, handling, or destination costs. Sealed proposals shall be delivered or mailed, as noted in the bid instructions above. The date/time record of MISD Administration Staff will be the official time of receipt. Proposals must be submitted in sufficient time to be received and date/time stamped on or before the published offer date and time shown on the RFP. Proposals received after the published time and date cannot be considered. Emailed and/or Faxed Proposals will not be accepted.
 - A. If delivery and shipping quantities affect a unit proposed price, an alternate proposal may be made so as to indicate "price break" quantities in order for MISD to determine maximum economic benefits.
 - B. Pricing should include packaging and transportation unless otherwise specified. All prices shall be entered on the proposal in ink or typewritten.
 - C. Totals shall be entered in the "Extended Price" column of the offer, but in case of discrepancy between the unit price and the extended total price, the unit price will be presumed to be correct.
 - D. Proposers should propose their best price/delivery initially. While discussions/ negotiations may be conducted, award may be made

without discussions/ negotiations; therefore, it is in the Proposer's best interests to provide his/her best price/delivery initially.

- E. MISD is exempt from federal excise taxes, state sales taxes, and local sales and use taxes. Tax Exemption Certificates will be furnished upon request. Do not include taxes in your RFP prices.
 - F. Failure to sign the offer will disqualify it. The person signing the RFP should show the title that gives the authority to bind the firm to a contract. By such signature, Proposer agrees to abide by the terms, conditions, and specifications embodied in the Request for Catalog Offer.
 - G. Proposer must be willing to accept a MISD purchase order.
- 3. Any explanation desired by any regarding the meaning or interpretation of these instructions or any other offer documents must be requested in writing to purchasing@misd.gs with sufficient time allowed for a reply to reach proposers before the submission of their proposals. Oral explanations or instructions will not be binding. Any information given to a prospective proposer will be furnished to all prospective Proposers as an amendment to the RFP if such information is necessary to Proposers in submitting Proposals or if the lack of such information would be prejudicial to uninformed Proposers. Any errors, omissions, or corrections needed in the specifications shall be made known as soon as possible to purchasing@misd.gs.
 - 4. Each Proposer shall furnish the information required by the RFP documents. The Proposer shall sign all forms and notifications listed in the form checklist and return them with the offer. The person signing the documents must initial erasures or other changes. Proposals signed by an agent are to be accompanied by evidence of his/her authority unless such evidence has been previously furnished to MISD.
 - 5. Delivery of equipment must be by June 1st. The vendor will keep MISD advised on the status of the order. If delivery delays are foreseen, the vendor will give written notice to the school district. Installation of equipment will be completed by June 30th.

6. Delivery of the items purchased in good condition will be the vendor's responsibility. The receipt of replacement items will not be delayed or to be contingent upon any claims adjustments by the carrier.
7. Delivery will be made during normal working hours unless prior approval has been obtained. Please note that MISD is closed on Fridays during the summer months and will not accept any deliveries.
8. All items are subject to inspection and returned at the expense of the vendor if found to be damaged or inferior to the items as specified in the offer.
9. All items are with a unit price.
10. Offer prices are firm for a period of 60 days from the RFP opening date.
11. Any catalogue, brand name, or manufacturer's reference used in the request is descriptive and not restrictive, unless indicated in the request. It indicates a type and quality desired. Brands of like nature and quality will be considered. If the item has specifications that differ from those requested, indicate that the specifications are different and list the specifications of the item. The absence of a written list of specification deviations at the time of submission of the proposal will hold the Proposer strictly accountable to the District to the specifications written. Any deviations from the specifications as written not previously submitted, as required above, will be grounds for rejection of the goods when delivered.
12. Items are expected to be new.
13. MISD reserves the right to purchase additional items as listed on this offer subject to the verification of the same or lower prices and conditions as RFP.
14. Under Competitive Sealed Proposals, Requests for Catalog Proposals, and Requests for Proposals (RFP's) changes in the nature of an offer, and in prices, may be negotiated after Proposals are opened. MISD will obtain the best services, best prices and the best interests for the district.
15. During the evaluation process prior to award of the offer, the negotiation process allows modification and alteration of both content and price.

16. MISD, by requesting Proposals, does not accept any responsibility or obligation for costs incurred by Proposers in preparation and/or submission of Proposals.
17. All Proposals shall be deemed final, conclusive, and irrevocable, and no offer shall be subject to correction or amended for errors or miscalculation by the Proposer after the deadline for the Request for Catalog Offer.
18. Proposals may be modified or withdrawn by written or telegraphic notice received by MISD prior to the exact hour and date specified for receipt of Proposals. An offer may also be withdrawn in person by a Proposer or his/her authorized representative prior to the offer deadline, provided the Proposer's identity is made known and he/she signs a receipt for the offer.
19. The Midlothian Independent School District reserves the right to accept or reject any, all, or any part of an offer. Midlothian ISD will pick and choose items from different vendors in order to obtain the best prices. A vendor may specify that prices are subject to an "all or none" restriction; however, this restriction may cause the RFP to be rejected. The MISD also reserves the right to waive minor technicalities or formalities considered in its best interest.
20. This agreement will be construed and governed according to the laws of the State of Texas. Both parties agree that the venue for any litigation arising from this contract shall lie in Ellis County, Texas.

Submissions and Evaluations

1. Your RFP, in order to be considered, must include the properly executed RFP Response Form and those other items and/or attachments as specified in this RFP set.
2. Bidders may be required to furnish further evidence in writing that they maintain permanent places of business and have adequate places of business and have adequate equipment, finances, and personnel to furnish the items offered satisfactorily and expeditiously and that they are authorized dealers and can provide necessary warranties for items they propose to furnish.
3. Time of delivery is a part of consideration and must be stated in definite terms and must be adhered to completely.

4. Non-Collusion Certification: By signing this RFP, the bidder certifies that, to the best of his/her knowledge:
 - A. neither the bidder nor any business entity represented by the bidder has received compensation for participation in the preparation of the item specifications or the General Terms and Conditions related to this RFP invitation;
 - B. this RFP or proposal has been arrived at independently and is submitted without collusion with any other bidder, with any competitor or potential competitor, or with any other person or entity to obtain any information or gain any special treatment or favoritism that would in any way limit competition or give any bidder an unfair advantage over any other bidder with respect to this RFP;
 - C. the bidder has not accepted, offered, conferred, or agreed to confer, and will not in the future accept, offer, confer, or agree to confer, any benefit or anything of value to any person or entity related to this RFP, any recommendation, decision, vote, or award related to this RFP, or the exercise of any influence of discretion concerning the sale, delivery, or performance of any product or service related to this RFP.
 - D. neither the bidder, nor any business entity represented by the bidder, nor anyone acting for such business entity, has violated the Federal Antitrust Laws or the antitrust laws of this State with regard to this RFP, and this RFP or proposal has not been knowingly disclosed, and will not be knowingly disclosed to any other bidder, competitor, or potential competitor prior to the opening of RFPs or proposals for this project,
 - E. no attempt has been or will be made to induce any other person or entity to submit or to not submit a RFP or proposal.
5. If Board action is required, the Board of Trustees for the District is expected to take action on this RFP during an upcoming Board meeting. If awarded, the successful Proposer will receive a notification of acceptance, which when received by the Proposer results in a binding contract without further action by either party.
6. Submissions will include the following items:

Item	Respondent Initials	MISD Review
Proposal Form and Unit Pricing		
Proposal Bond		
Conflict of Interest Questionnaire		
Felony Conviction Notice		
Contractor Criminal Background Certification		
Statement of Debarment		
Affidavit of Non-Discriminatory Employment		
Certificate of Residency		
Statement of Non-Collusion		
Disclosure of Interested Parties – Form 1295		
EDGAR Certification		
Certification & Verification Regarding Terrorist Organizations & Boycotting of Israel		
Request for Taxpayer Identification Number & Certification (W-9)		
Pricing Sheet and Excel Spreadsheet Pricing Sheet		
Authorized Installer Certifications from manufacturer(s)		

7. In selection of the vendor(s), Midlothian ISD will evaluate this RFP according to the criteria point system designated below, per Texas Education Code 44.031(b). MISD reserves the right to reject all or parts of the proposal, to waive all formalities, and to accept the proposal that best meets the needs of the district.

Criteria	Max Points
1 Price of eligible goods or services	35
2 Reputation of the vendor and of the vendor's goods and services	5
3 Quality of the vendor's goods and services	5
4 Extent to which the goods or services meets the district's needs	10
5 Vendor's past relationship with the district	10

6	Impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses	1
7	Total long-term cost to the district to acquire the vendor's goods and services	9
8	Any other relevant factor specifically listed the request for bids or proposals	
8a	Service and support proximity to school district	5
8b	The timeline for delivery/installation upon receipt of purchase order	10
8c	Quality of Proposal	10

Specified Equipment/Services

Warranties: All warranties by Vendor and manufacturer on both products and labor must be specified in the proposal. The Vendor's warranties shall commence with acceptance of/or payment for the work in full.

Production AV Equipment

PART 1 – TECHNICAL INFORMATION

Unless noted otherwise, "Contractor" or "Proposer" refers to the respondent of this RFP.

1.1 RELATED DOCUMENTS

- 2A. The provisions of the General Conditions, Supplementary Conditions, and the sections included under Proposal & Contract Requirements are included as part of this section as though bound herein.

1.2 SCOPE-OF-WORK SUMMARY

- 2A. Described herein this Section is the scope-of-work requirements, criteria, and equipment necessary for the successful Proposer to provide an Auditorium Production Equipment Solution for Midlothian ISD.
- 2B. The District is looking for a fixed, firm price for a campus auditorium production system solution to be installed in a newly constructed high school auditorium with existing cyclorama provided in the auditorium rigging system. The proposed solution will produce a blended total image size roughly 24'-0" tall by 65'-0" wide. The equipment list includes:
- Epson Pro L1755UHNL (with custom road case) - (QTY - 2)
 - Epson ELPLX02 (V12H004X02) lens (with custom road case) - (QTY - 2)

- Epson ELPMB59 (V12H996A01) rigging frame - (QTY - 2)
 - Chief CMA365 - (QTY - 2)
 - Chief CMS003 - (QTY - 2)
 - Chief VCTUB - (QTY - 2)
 - City Theatrical 1340 Scenery Bumper (QTY - 4)
 - Extron DTP2 T 211 (60-1631-52) - (QTY - 4)
 - Extron DTP2 R 211 (60-1631-53) - (QTY - 4)
 - Extron XTP DTP 24/300 (26-702-100) - (QTY - 4)
 - Extron HDMI ULTRA/6 (26-663-06) - (QTY - 8)
 - Extron DisplayPort Converter (60-1739-01) - (QTY - 1)
 - Matrox Triple Head 2 Go T2G-DP-MIF - (QTY - 1)
 - Crestron CBL-4K-DP-HD-6 - (QTY - 4)
 - 25-pack Velcro Cinch Strap (1"x18") - (QTY - 2)
- Warranty
 - Onsite Delivery, Assembly to the Campus.
 - Training
- 2C. Provide and install two (2) Professional Projectors 15,000 lumens, native 16:10 (WUXGA) resolution fitted with ultra short throw lenses. The proposal will include options for the projectors to be Fully Installed and an option for Semi-Installed. Proposer will need to include all necessary equipment, materials and labor in the proposal.
- 2D. Utility power and AV NET pathways are specified in the construction drawings and are therefore not required for this proposal.
- 2E. Provide installation warranty pricing for three (3) years and five (5) years. This will provide service and support for recalibration of equipment, assistance with image blending, etc. should the district require assistance.
- 2F. Lump Sum pricing shall be valid for three (3) years after the first purchase and in renewable one-year increments at the District's discretion for renewal.
- 2G. The district and or its representatives, after evaluating the proposals best value, will evaluate proposals to make a determination of the best overall product with regard to price and function for the district.
- 2H. All Interactive displays shall be of professional quality, as would typically be delivered by professional Audio & Video Contractors regularly in the primary business of installation of equivalent systems.

- 2I. The Proposer shall furnish their lump sum price offer to provide a turn-key package in response to the specific work found in the Construction Documents and specifically for the work contained herein.
- 2J. The successful Proposer shall provide all materials, shipping and any labor necessary to provide the Production AV Systems solution, hardware, software and training.
- 2K. The District shall accept proposals from both manufacturers and authorized resellers of products and systems specified herein and desires to have a competitive choice of local authorized reseller / manufacturers to find the best value for delivery of the systems.
- 2L. The Successful Proposer's responsibilities shall include but are not limited to the following:
 - Maintain timely delivery according to the project /construction schedule.
 - Provide Owner system training, documentation, and manuals as required.

1.3 DEFINITIONS

- 2A. General Construction common words, acronyms, and phrases found herein this specification and construction documents shall be as defined by and in accordance with AIA Document A201, Fifteenth Edition, 1997.
- 2B. Specific special use of common words, acronyms, and phrases found here in this document shall use the following definitions:
 - "Owner" or "District" shall refer to Midlothian ISD.
 - "Successful Contractor" shall imply the Vendor or Contractor that is awarded the project scope of work described herein and enters into a written contract with the Owner to deliver said products and services.
 - "Proposer" shall mean Vendor, Contractor, or Subcontractor that submits a proposal to deliver the scope of work described herein this construction document package.
 - "Lump Sum" shall refer to a total amount to deliver full scope of work described inclusive of all materials and labor.
 - "Turn Key" shall refer to all work required to provide the full scope of work described inclusive of all materials and labor and deliver to the Owner a fully functional system.

1.4 RELATED WORK

2A. References to the following specific related work does not limit or release the Successful Contractor from the responsibility of coordination with other trades, or from having the necessary knowledge of other related work.

- Work by Owner and Owner's Contractor(s)

1.5 UNIT PRICES

2A. The Proposer shall provide unit pricing breakdown for all equipment as a line item materials list submitted with their proposal. The Proposer shall provide the unit price list by separate attachment along with their Proposal.

2B. The unit price may be used to add or deduct, by change order, quantities of units as represented by the unit price.

2C. Failure to provide requested unit prices may result in the rejection of the proposal.

1.6 SUBMITTALS

2A. Requirements:

- Submittal requirements shall include a full electronic copy in PDF format of all paper document submittals. The PDF Files shall be delivered on USB thumb drive format along with the paper submission.
- Product Data Sheets (Cut-Sheets) on all major products or components.
- Submit only pages that are pertinent; mark each copy of standard printed data to identify pertinent products, referenced to Specification Section and Article number. Provide required performance standard information, descriptive characteristics, capacities and wiring requirements for system control.
- Delete or cross through information on product cut sheet not applicable to this project.
- Contractor shall asset digital devices using MISD provided asset tags.
- Complete inventory/Audit of all devices at each campus including device serial numbers, asset tags and room numbers/locations.

2B. System Documentation

- Prepare the following system manuals and other information to accompany the finished installed system:
 - 2a. System Service manual shall include the following:
 - 2i. Maintenance Instructions: Include clear statements of the terms and coverage period of the Successful Contractor's warranty; Successful Contractor's service department phone number(s) and hours; maintenance schedule; description of products recommended or provided for maintenance purposes; and instructions for the proper use of these maintenance products.
 - 2ii. Instructions for Owner to obtain service on installed systems and equipment.
 - 2iii. A list of all equipment with manufacturer, model, serial number and physical location, that cross-references to the system schematic diagrams.
 - 2iv. A list of correct settings for all semi-fixed controls (this shall be finalized after acceptance testing).
 - 2v. Any other pertinent data generated during the project or required for future service.
 - 2vi. Manufacturer's Instruction / Technical Service Manuals for all items of equipment, along with manufacturer's warranty statements. Instruction manuals shall be printed originals, not photocopied, unless more copies of a manual are required than the number of units provided. For custom circuits or modifications, provide a thorough description of the purpose, function, specifications, and operation.

2C. Warranty Information

- 2a. Warranty information: Include clear statements of the terms and coverage periods for all equipment. Provide Successful Contractor's service department phone number(s) and hours, maintenance schedule and description of products recommended for use in maintenance.
- 2b. The Successful Contractor shall complete and deliver to Owner a warranty card for each piece of equipment covered by manufacturer's warranty. Contractor shall provide a spreadsheet of any necessary, correlated support licenses with serial numbers or register all products on behalf of MISD.

1.7 DELIVERY, STORAGE, AND PROTECTION

2A. General

- The District shall have final approval authority for any Subcontractor's needs regarding material Delivery, Storage, and Protection.

2B. Delivery

- The Successful Contractor shall have full responsibility for delivery of all materials needed to meet requirements of the solution/package.
- The Successful Contractor shall coordinate with the District any delivery requirements they may have.
- The Successful Contractor shall coordinate with the District to determine an installation schedule upon award with work to commence immediately after receipt of equipment. This work may be required to take place outside of regular business hours.

2C. Storage

- Storage of materials shall remain the full responsibility of the Successful Contractor, until the Owner has accepted and inspected the delivery.
 - 2a. Inspection shall take place once the unit has been removed from the box.

2D. Protection

- The Successful Contractor shall take necessary steps to protect all materials from:
 - 2a. Dents
 - 2b. Scratches
 - 2c. Dust
 - 2d. Temperature
 - 2e. Moisture or Weather
 - 2f. Cutting
 - 2g. Other hazardous conditions
- The Successful Contractor shall replace any damaged material as required by the District or Consultant.
- The Successful Contractor shall dispose of all trash off site.

1.8 WARRANTY

2A. Warranty/Maintenance Program

- All materials, equipment, parts and labor shall be guaranteed (warranted) for a minimum warranty period of five years (60 months).
- Warranty period shall begin immediately following the date of final acceptance and must be issued in writing by the District and / or the Project Consultant.
- During the five (5) year Warranty period all warranty repairs shall include parts, labor, and shipping.
- The Proposer shall, upon notification of any malfunction, make the necessary repairs, including labor and materials, at no cost to the Owner.

2B. The Successful Contractor's Warranty shall include the following:

- Successful Contractor's statements of long-term commitment to the sales and service of their products in the project's geographic location.
- The Successful Contractor shall warrant that the system(s) shall be provided free from defects and shall perform under usual usage and with continued service for a period of five (5) years after written final acceptance by the Owner or Consultant.
- The Successful Contractor's guarantee of replacement of all defective materials, parts, components, equipment, including labor, free of charge to the Owner during the Warranty period, when made necessary from normal usage and / or wear.
- The Successful Contractor shall provide on and off site technical support, software patches, and labor for any necessary site repairs.
- The Successful Contractor shall provide a full-service office, capable of troubleshooting and repairing any system failure in a timely fashion as required by these specification documents.
- Warranty service shall be delivered within regular facility access hours set forth by the Owner.
- More specifically, Warranty service shall be provided in accordance with the following:
 - 2a. For major system failures: "major system failures" are failures that prohibit the use of a typical system function critical to delivery of performance, student instruction or that poses a life

safety concern. Such failures are considered a major impact to the Owner. The Successful Contractor shall provide service correcting the impact within twenty-four (24) hours after notification by the Owner or his representative and no later than two business days if the notification falls after noon of the notification date.

- 2b. For minor system failures: "minor system failures" are failures that do not inhibit typical system usage during a performance or student instruction or does not pose a life safety concern. The Successful Contractor shall provide service within seventy-two (72) hours, after notification by the Owner or his representative.
- 2c. The Owner reserves the right to make the final determination of major or minor system failures and the right to coordinate the best times for service of any system failure.
- 2d. The Successful Contractor shall supply Service Request forms and/or written proper contact procedure to the Owner with instructions for notification of the Successful Contractor of need for warranty service. By following provided instructions, the Owner shall constitute proper notification for warranty service.

1.9 OWNER'S TRAINING

2A. Training Requirements

- Provide, at a minimum, training as required herein for this section.
- Prior to scheduling or delivering Owner Instruction / Training, confirm the following:
 - 2a. The Successful Contractor proposed training materials and program outline must be provided and approved by the Owner / Consultant.
 - 2b. Training schedule dates must be coordinated and approved with the Owner and Consultant.
- Training is to include:
 - 2a. Detailed training plan and hand out materials that have been reviewed and approved by the Consultant or Owner.
 - 2b. Practical and comprehensive operation of the system.
 - 2c. Basic system troubleshooting techniques.
- Training Hours

- 2a. Provide each group of users, as defined below, with the minimum training hours as specified.
- 2b. Training time is defined as those hours specifically set-aside for the sole purpose of training District personnel.
 - 2i. Credited time shall not be given for time spent providing instructions to the Owner's staff for a system not completed or that has not passed final acceptance by the Owner and Consultant, or training performed outside of the approved training plan.
- 2c. Unless otherwise noted, provide a minimum of (2) two hours of training for Owner selected trainees.
- 2d. The training session shall occur before the first Owner scheduled use of the system.
- Training sessions shall cover at a minimum:
 - 2a. Basic System Configuration and Operation Knowledge
 - 2b. Advanced System Configuration and Operation Knowledge
 - 2c. Typical system usage
 - 2d. Typical user troubleshooting skills
 - 2e. Service and maintenance requirements
 - 2f. The Owner reserves the right to establish training times, duration, and topics of the total time allotted, but not to exceed four instances.

END OF SECTION

Proposal Form

for

RFP 2122 - 008 2122 - 008 Campus Auditorium Production Equipment and Services

TO: Midlothian ISD

I, or we, the duly authorized undersigned, having carefully read the Standard Terms and Conditions, Submission and Evaluation Criteria, Specifications, and Offer Forms, do hereby agree to enter into a contract with MISD by tendering this offer to perform the work required and/or provide the product(s) specified in this solicitation. I, or we, will deliver the product(s) per specifications found in this RFP document for the prices indicated.

I, or we, also certify to the accuracy of the certifications required (including, but not limited to, Felony Conviction Notice) which accompany this offer.

GENERAL PROPOSAL SPECIFICATIONS

The instructions below apply to and become a part of the terms and conditions of any proposal:

1. Proposals should be submitted on the attached forms and delivered or mailed as noted in the instructions. Each proposal shall be placed in a separate envelope, sealed, and properly identified with the proposal title and the date to be opened. (RFP 2122 - 008 Campus Auditorium Production Equipment and Services)
2. Proposals must be received at the Midlothian ISD Administration Office before the date and hour specified. Late proposals will not be accepted.
3. Emails, Faxes or other written responses to a proposal request will not be accepted.
4. Prices should include delivery Free on Board (F.O.B.) Midlothian ISD with no additional freight, handling, or destination costs.
5. Delivery will be in accordance with the dates indicated in the proposal request. If no delivery date is specified by the proposal request, the vendor will indicate the earliest date for which delivery can be assured. The vendor will keep MISD advised on the status of the order. If delivery delays are foreseen, the vendor will give written notice to the school district.

6. Delivery of the items purchased in good condition will be the vendor's responsibility. The receipt of replacement items will not be delayed or be contingent upon any claims adjustments by the carrier.
7. Delivery will be made during normal working hours unless prior approval has been obtained.
8. All items are subject to inspection and return at the expense of the vendor if found to be damaged or inferior to the items as specified in the proposal.
9. All items are proposed with a unit price.
10. Proposal prices are firm for a period of opening date. 60 days from the proposal.
11. Proposals may not be withdrawn without written approval after a contract has been signed or a purchase order executed or after a partial performance of the proposal agreement has begun.
12. Proposals not signed will be disqualified. The person signing the proposal should show the title that gives the authority to bind the firm to a contract.
13. The Midlothian Independent School District is exempt from Federal Excise Taxes, State Sales Taxes, and Local Sales Taxes. Do not include taxes in your proposed prices. Tax Exemption Certificates will be furnished upon request.
14. Any catalogue, brand name, or manufacturer's reference used in the proposal request is descriptive, and not restrictive. It indicates a type and quality desired. Proposals on brands of like nature and quality will be considered. If the item proposed has specifications that differ from those requested, indicate that the specifications are different and list the specifications of the item that is proposed.
15. The proposer will furnish MISD with the manufacturer's warranty or guarantee for the items proposed.
16. If bidding on installation services (Specified items under 7.1), the successful proposer shall show a Certificate of Liability Insurance in at least the amount of \$1,000,000. The Midlothian Independent School District shall be listed as additional insured.
17. The MISD reserves the right to purchase additional items as listed on this proposal subject to the verification of the same or lower prices and conditions as proposed.
18. Respondents to this RFP 2122 - 008 Campus Auditorium Production Equipment and Services are advised that Interlocal Agreements exist between Midlothian ISD

and Educational Purchasing Cooperative of North Texas (EPCNT) and Central Texas Purchasing Alliance (CTPA). Any of the parties to these Interlocal Agreements may utilize the goods provided by the successful vendor(s) pursuant to RFP 2122 - 008 Campus Auditorium Production Equipment and Services. Please note on the RFP Response Form if this is agreeable to your company.

19. The Midlothian Independent School District reserves the right to accept or reject any, all, or any part of a proposal. The MISD will pick and choose items from different vendors in order to obtain the best prices. A vendor may specify that prices are subject to an "all or none" restriction; however, this restriction may cause the proposal to be rejected. The MISD also reserves the right to waive minor technicalities or formalities considered in its best interest.

I have read and understand the conditions of this proposal request and do hereby submit a proposal based on those conditions.

The prices in this offer have been determined independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter related to such prices, with any other Proposer or with any competitor. I, or we, are authorized to submit this offer and have not been a party to any collusion among offer/Proposers in restraint of freedom of competition by agreement to offer at a fixed price or to refrain from offering; or with any MISD employee, Board Trustee, or consultant as to quantity, quality, or price in the prospective contract, or in any terms of the prospective contract except in any authorized discussion(s) with MISD's Technology personnel; or in any discussions or actions between offer/Proposers and any MISD employee, Board Trustees, or consultant concerning exchange of money or other things of value for special consideration in the award of this contract.

Date: _____

Name of Firm: _____

Signature: _____

Firm's Address: _____

Name/Title: _____

Phone #: _____

Fax#: _____

SS or Fed ID#: _____

Felony Conviction Notice

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.

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.

Vendor's Name: _____

Authorized Company Official's Name (Printed): _____

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

Signature of Company Official: _____

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

Signature of Company Official: _____

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

Name of
Felon(s): _____

Details of
Conviction(s): _____

Signature of Company
Official: _____

Statement of Debarment

I have read the conditions and specifications provided in the proposal document attached. I affirm, to the best of my knowledge, the company I represent has not been debarred or suspended from conducting business with any school districts in the State of Texas. This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants responsibilities.

The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulation may be obtained by Contacting the Department of Agriculture Agency with which the transaction originated.

NAME OF COMPANY: _____

MAILING ADDRESS CITY STATE ZIP CODE: _____

PREPARED BY: _____

SIGNATURE TITLE: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

DATE: _____

Affidavit of Non-Discriminatory Employment

Affidavit of Non-Discriminatory Employment

STATE OF TEXAS

COUNTY OF _____

AFFIDAVIT

Respondent agrees to refrain from discrimination in terms and conditions of employment or any other reason based on race, color, religion, sex, or national origin 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.

I, _____ do swear or affirm that the statements made are complete and correct to the best of my knowledge and belief.

Print name: _____

Attested: Sworn/affirmed and subscribed before me this _____ day of _____, 20____

Notary Public: _____ ID# _____

Date of commission expiration: _____

Signature

Printed Name

Title

Certificate of Residency

The State of Texas has passed a law concerning non-resident contractors. This law can be found in Texas Government Code under Chapter 2252, Subchapter A. This law makes it necessary for the Midlothian Independent School District to determine the residency of its offerors. In part, this law reads as follows:

Section: 2252.001

- (3) 'Non-resident proposer' refers to a person who is not a resident.
- (4) 'Resident proposer' refers to a person whose principal place of business is in the state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

Section: 2252.002

A governmental entity may not award a governmental contract to a nonresident proposer unless the non-resident underbids the lowest proposal submitted by a responsible resident proposer by an amount that is not less than the amount by which a resident proposer would be required to underbid the nonresident proposer to obtain a comparable contract in the state in which the non-resident's principal place of business is located."

I certify that _____

(Name of Company)

is, under Section: 2252.001 (3) and (4), a

_____ Resident Proposer

_____ Non-resident Proposer

My or Our principal place of business under Section: 2252.001 (3) and (4), is in the city of _____ in the state of _____.

Signature of Authorized Company Representative

Print Name

Title Date

Statement of Non-Collusion

The undersigned Proposer, by signing and executing this proposal, certifies and represents to the Midlothian Independent School District that Proposer has not offered, conferred or agreed to confer any pecuniary benefit, as defined by Section 1.07 (a)(6) of the Texas Penal Code, or any other thing of value, as consideration for the receipt of information of any special treatment or advantage relating to this proposal;

The Proposer also certifies and represents that Proposer has not offered, conferred or agreed to confer any pecuniary benefit or other things of value as consideration for the recipient's decision, opinion, recommendation, vote or other exercise of discretion concerning this proposal;

The Proposer certifies and represents that Proposer has neither coerced nor attempted to influence the exercise of discretion by any officer, trustee, agent or employee of the Midlothian Independent School District concerning this proposal on the basis of any consideration not authorized by law;

The Proposer also certifies and represents that Proposer has not received any information not available to other proposers so as to give the undersigned an advantage with respect to this proposal;

The Proposer further certifies and represents that Proposer has not violated any state, federal, or local law, regulation or ordinance relating to bribery, improper influence, collusion or the like and that Proposer will not in the future, offer, confer, or agree to confer any pecuniary benefit or other thing of value of any officer, trustee, agent or employee of the Midlothian Independent School District in return for the person having exercised the person's official discretion, power or duty with respect to this proposal;

The Proposer certifies and represents that it has not now or will not in the future offer, confer, or agree to confer a pecuniary benefit or other thing of value to any office, trustee, agent or employee of the Midlothian Independent School District in connection with information regarding this proposal, the submission of this proposal, the award of this proposal or the performance, delivery or sale pursuant to this proposal;

The Proposer certifies that the Proposer has not prepared this proposal and will not prepare any future proposals arising from this Request for Proposal (RFP) in collusion with any other respondent, and that the content of any future proposals

arising out of this RFP will not be communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the District's selection of a contractor for this RFP.

FIRM NAME_____

ADDRESS_____

CITY/STATE/ZIP_____

TYPED NAME OF REPRESENTATIVE(S)_____

SIGNATURE OF REPRESENTATIVE(S)_____

DATE_____

Disclosure of Interested Parties

Any vendor that is to be awarded a contract with MISD that either (1) requires an action or vote by the school district before the contract may be signed, or (2) has a value of at least \$1 million, must first file FORM 1295 with the Texas Ethics Commission as per Section 2295.908 Texas Government Code. Midlothian Independent School District will not issue a contract with the awarded vendor until this process has been completed and formally acknowledged by the MISD Purchasing Department.

The vendor to be awarded the contract with MISD, upon notice from the District, will need to access the Texas Ethics Commission website, <https://www.ethics.state.tx.us>. Instructions for accessing the required document from the Texas Ethics Commission website are as follows:

- Select “File Reports Electronically” from the far-left hand column.
- From the “File Reports Electronically” list, select “Form 1295 Certificate of Interested Parties Filing”.
- Next, you will need to “Log In” to create/complete your certificate¹. If you require assistance, there are links to instructional videos and a list of Frequently Asked Questions (FAQ).
- The first time you sign in to file, you will be required to set up User ID and Password.
- When filling out the information to create the “Certificate of Interested Parties”, enter the RFP number, followed by the vendor name, in the “Contract ID Number” field.

Upon completion of the certificate, scan a copy, and email to purchasing@misd.gs. Once the completed certificate has been received and verified, a Purchase Order will be issued.

EDGAR Certifications

ADDENDUM FOR AGREEMENT FUNDED BY U.S. FEDERAL GRANT TO WHOM IT MAY CONCERN:

MIDLOTHIAN ISD is in the process of ensuring that all policies and procedures involving the expenditure of federal funds are compliant with the new Education Department General Administrative Guidelines (“EDGAR”). Part of this process involves ensuring that all current vendors agree to comply with EDGAR. You must complete this form and return to MIDLOTHIAN ISD along with your proposal.

The following certifications and provisions are required and apply when MIDLOTHIAN ISD expends federal funds for any contract resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the District and the District’s subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS

APPENDIX II TO 2 CFR PART 200

- A. Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.**

Pursuant to Federal Rule (A) above, when MIDLOTHIAN ISD expends federal funds, MIDLOTHIAN ISD reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does Vendor agree? YES ____ Initials of Authorized
Representative of Vendor

B. Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be affected and the basis for settlement. (All contracts in excess of \$10,000).

Pursuant to Federal Rule (B) above, when MIDLOTHIAN ISD expends federal funds, MIDLOTHIAN ISD reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Vendor in the event Vendor fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. MIDLOTHIAN ISD also reserves the right to terminate the contract immediately, with written notice to the vendor, for convenience, if MIDLOTHIAN ISD believes, in its sole discretion, that it is in the best interest of MIDLOTHIAN ISD to do so. Vendor will be compensated for work performed and accepted and goods accepted by MIDLOTHIAN ISD as of the termination date if the contract is terminated for convenience of MIDLOTHIAN ISD. Any award under this procurement process is not exclusive and MIDLOTHIAN ISD reserves the right to purchase goods and services from other vendors when it is in MIDLOTHIAN ISD's best interest.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

C. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when MIDLOTHIAN ISD expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

D. Davis-Bacon Act, as amended (40 U.S.C. 3141 -3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when MIDLOTHIAN ISD expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

E. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701 -3708). Where applicable, all contracts awarded by the non-Federal entity in

excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard workweek is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when MIDLOTHIAN ISD expends federal funds, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award for all contracts by MIDLOTHIAN ISD resulting from this procurement process.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

- F. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.**

Pursuant to Federal Rule (F) above, when federal funds are expended by MIDLOTHIAN ISD, the vendor certifies that during the term of an award for all contracts by MIDLOTHIAN ISD resulting from this procurement process,

the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (F) above.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

G. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by MIDLOTHIAN ISD, the vendor certifies that during the term of an award for all contracts by MIDLOTHIAN ISD member resulting from this procurement process, the vendor agrees to comply with all applicable requirements as referenced in Federal Rule (G) above.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

H. Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (H) above, when federal funds are expended by MIDLOTHIAN ISD, the vendor certifies that during the term of an award for all contracts by MIDLOTHIAN ISD resulting from this procurement process, the vendor certifies that neither it nor its principals are presently debarred,

suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

- I. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.**

Pursuant to Federal Rule (I) above, when federal funds are expended by MIDLOTHIAN ISD, the vendor certifies that during the term and after the awarded term of an award for all contracts by MIDLOTHIAN ISD resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C.1352). The undersigned further certifies that:

1. No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the

undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

When federal funds are expended by MIDLOTHIAN ISD for any contract resulting from this procurement process, Vendor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The Vendor further certifies that Vendor will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

When MIDLOTHIAN ISD expends federal funds for any contract resulting from this procurement process, Vendor certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

Vendor certifies that Vendor is in compliance with all applicable provisions of the Buy America Act. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

CERTIFICATION OF ACCESS TO RECORDS – 2 C.F.R. § 200.336

Vendor agrees that the Inspector General of the District or any of their duly authorized representatives shall have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under the Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

CERTIFICATION OF APPLICABILITY TO SUBCONTRACTORS

Vendor agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.

Does Vendor agree? YES _____ Initials of Authorized
Representative of Vendor

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

Vendor Name: _____

Vendor Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Printed Name and Title of Authorized Representative: _____

Signature of Authorized Representative: _____

Date: _____

Conflict of Interest Questionnaire

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	OFFICE USE ONLY Date Received	
1 Name of vendor who has a business relationship with local governmental entity.		
2 <input type="checkbox"/> 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. <div style="text-align: center; border-top: 1px solid black; width: 80%; margin: 0 auto;"> Name of Officer </div>		
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.		
<p>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?</p> <p style="text-align: center;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>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?</p> <p style="text-align: center;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p>		
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 <input type="checkbox"/> 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 _____

Certification & Verification Regarding Terrorist Organizations & Boycotting of Israel

CERTIFICATIONS REQUIRED AS OF SEPTEMBER 1, 2017

**CERTIFICATION & VERIFICATION REGARDING TERRORIST
ORGANIZATIONS & BOYCOTTING OF ISRAEL
[Govt Code 808 (HB89) and Govt Code 2252 (SB252)]**

Vendor hereby certifies that it is not a company identified on the Texas Comptroller's list of companies known to have contracts with, or provide supplies or services to, a foreign organization designated as a Foreign Terrorist Organization by the U.S. Secretary of State.

_____ Initials of Authorized Representative of Vendor

Vendor further certifies and verifies that neither Vendor, nor any affiliate, subsidiary, or parent company of Vendor, if any (the "Vendor Companies"), boycotts Israel, and Vendor agrees that Vendor and Vendor Companies will not boycott Israel during the term of this Agreement. For purposes of this Agreement, the term "boycott" shall mean and include terminating business activities or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory.

_____ Initials of Authorized Representative of Vendor

Vendor's Name/Company Name: _____

Address, City, State, and Zip Code: _____

Phone Number: _____ Fax Number: _____

Printed Name and Title of Authorized Representative: _____

Email Address: _____

Signature of Authorized Representative: _____

Date: _____ Federal Tax ID # _____

MISD PURCHASING OFFICE (INTERNAL REVIEW): SB 2552 Certification

Comptroller list was reviewed and the Vendor (IS) (IS NOT) on the lists (Circle One)

Verified by _____