



REQUEST FOR QUALIFICATIONS
FOR
MEP ENGINEERING SERVICES

ISSUE DATE: June 3rd 2025

RFQ DUE DATE: 10:00 am on Monday, 23rd June 2025

Flour Bluff ISD
Attention: Arti Bhakta, Purchasing Agent
2505 Waldron Road
Corpus Christi, TX 78418

Proposal information and electronic copies of the Submittal Requirements will be available starting June 3rd, 2025 available online at: <https://flourbluffschoools.net/finance-dept/>

I. General Information

Flour Bluff Independent School District ("FBISD" or "District") is soliciting Request for Qualifications ("RFQ") from qualified Mechanical, Electrical, and Plumbing ("MEP") engineering firms to provide professional design and consulting services in support of Bond 2025 projects. The District intends to identify and engage MEP consultants for both defined projects and additional needs that may arise during the bond implementation period. The District intends to select and rank firms based on their demonstrated competence and qualifications, in accordance with Texas Government Code Chapter 2254, and may assign one or more projects to selected firms based on the needs of each project. FBISD invites experienced firms with a strong background in K-12 educational design to submit their qualifications for consideration.

This RFQ seeks qualified MEP firm(s) to provide professional services, including but not limited to, the design and construction administration of:

- **Part A:** The seven (7) identified Flour Bluff ISD Bond 2025 capital improvement projects.
- **Part B:** Future Bond 2025 projects may include, but are not limited to, HVAC system upgrades, plumbing reroutes, central plant design, deferred maintenance, and other infrastructure improvements throughout the District.

Submission: Proposers are to submit Five (5) copies of their proposal and one copy on a jump/flashdrive in a sealed envelope labeled with the corresponding RFQ # to:

**Flour Bluff ISD
Attention: Arti Bhakta, Purchasing Agent
2505 Waldron Road
Corpus Christi, TX 78418**

Please note that **no** emailed or faxed Response will be accepted. Further, no late Response will be accepted. If Respondent fails to complete and return all required documentation the District, the District may reject the Response.

All responses must be annotated with the following:

**Sealed Response: Flour Bluff ISD
RFQ # 2025-002 - Professional MEP Services
DUE: 10 am CST, June 23, 2025**

Point of Contact/Restrictions on Communication: The District designates the following person as its representative and Point-of-Contact for this RFQ: If you have any questions, please direct them to the address above and/or by phone to: (361) 694-9215 or email to abhakta@flourbluffschoools.net. Respondents shall direct all questions regarding this RFQ, in writing, solely to the District's Representative specified above. Respondents will have until the questions deadline, indicated within the timeline below, to submit written questions and requests for clarification, including questions regarding terms and conditions of for clarifications of the RFQ, to the District's Representative. All questions submitted and received prior to the deadline will be reviewed, consolidated where possible, and answered in a written addendum. No verbal responses will be provided.

Respondents are prohibited from contacting members of the Flour Bluff ISD Board of Trustees or FBISD employees other than the District's representative identified above. Contact with any prohibited individuals after issuance of the RFQ and before selection is made may result in disqualification of your Response.

Inquiries: All inquiries regarding this RFQ must be submitted in writing to Arti Bhakta, Purchasing Agent, at abhakta@flourbluffschoools.net no later than June 16, 2025. Any inquiry that results in a clarification or modification of the RFQ will be addressed through a written addendum issued by the District. Addenda will be posted on the District's website at <https://flourbluffschoools.net/finance-dept/> and will become part of this RFQ. Only written responses provided by the District through an official addendum shall be considered binding. Verbal responses or other forms of communication will not have any legal effect.

All costs directly or indirectly related to preparation of a response to this RFQ, any interview (if requested), or presentation of any response/Qualifications Statement which may be required by FBISD shall be the sole responsibility of and shall be borne by Respondent(s).

Project Scope, Process, and Description: The District is undertaking a number of capital improvement projects as part of its Bond 2025 initiative. These include renovations, new construction, and infrastructure upgrades across multiple campuses and facilities. Selected firms will provide services that may include, but are not limited to:

- Mechanical, electrical, and plumbing system design
- Construction document preparation
- Energy code compliance and sustainability consulting
- Cost estimating
- Construction administration
- Coordination with architectural and civil teams

This RFQ is divided into two parts:

- **Part A – Evaluation and Selection for Seven (7) Identified Bond Projects**
- **Part B – Evaluation of Pre-Qualified Pool of Engineers for Other Bond Projects**

Firms may be selected for one or more of the specific projects and may also be included in a pre-qualified pool for future MEP assignments.

Part A – Identified Bond 2025 Projects – Selection for Bond Projects

The District is seeking MEP services for one or more of the following seven (7) projects:

Project 1	Early Childhood Center Additions	\$19,018,780
Project 2	CTE Center/New Gym/ Fine Arts Addition	\$56,449,960
Project 3	Hornet Stadium Renovations	\$15,400,000
Project 4	Oceans and Wetlands Improvements	\$3,745,000
Project 5	Playgrounds, Gym Improvements, Surface Improvements and Awnings at Primary and Intermediate	\$7,450,000
Project 6	Traffic Improvements – Districtwide	\$1,771,000
Project 7	Districtwide Door Replacement	\$2,200,000

Firms are encouraged to customize their Request for Qualifications to highlight relevant experience, proposed approach, and team qualifications for each individual project. The District reserves the right to evaluate and rank firms separately for each project and may select different firms for different projects based on the best overall fit.

Part B – General Bond 2025 Project Services – Pre-Qualified Pool

In addition to the identified projects, the District anticipates additional MEP service needs as part of the broader Bond 2025 implementation. These may include, but are not limited to:

- HVAC system updates and replacements at various school campuses
- Plumbing reroutes and upgrades related to aging infrastructure
- Design and implementation of a new central plant
- Improvements to building automation systems
- Electrical upgrades, lighting retrofits, and other energy efficiency measures
- Support for future additions, renovations, and deferred maintenance projects

The District intends to create a pool of qualified MEP firms based on demonstrated technical expertise, experience with K-12 educational facilities, and the ability to deliver timely, cost-effective services across various project types. As Bond 2025 projects are defined and prioritized, the District may select firms from this pool to provide MEP services as needed.

The District plans to award separate MEP contracts for each of the seven (7) identified projects; however, it reserves the right not to award a contract for any specific project. The District may also award multiple projects to a single firm if deemed the best fit based on qualifications.

In addition, the District will evaluate and select firms for inclusion in a pool of qualified MEP engineers to provide general services for future Bond 2025 projects. Submittals for both Part A (specific projects) and Part B (general services) will be evaluated using the same selection criteria.

The detailed scope of MEP services for each project will be developed in collaboration with the project architect and District staff. Fees and pricing will be negotiated only after a firm has been selected based on qualifications, in accordance with Texas Government Code Chapter 2254. Therefore, firms must not include fee or pricing information in their response to this RFQ, as such information will not be considered during the evaluation process.

General Services

As part of the planning and design process, the selected firm(s), in coordination with District staff and the project architect(s), shall:

1. Facilitate construction cost estimates and assist with facility needs assessment
2. Develop cost-effective alternatives
3. Evaluate constructability
4. Foster a high level of quality in design
5. Identify critical design issues related to the site and the District's educational mission, and assist in resolving those issues
6. Provide ongoing cost estimating throughout the design process
7. Provide full MEP engineering services for the design and construction contract administration for both identified and future Bond 2025 capital projects

Construction Phase : The firm shall provide construction contract administration (as needed) and related services for each assigned project. The scope and extent of construction-phase services will be determined as the planning process advances and will be defined in project-specific agreements.

Evaluation: The District's Administration intends to evaluate and rank MEP firms for each of the seven (7) bond-funded projects and present the recommended firm(s) for Board approval at the meeting scheduled for July, 31, 2025. Awards may be made to one or more firms based on qualifications and the best fit for the specific needs of each project. Firms are requested to submit relevant experience for each project they wish to be considered for, as the District will assess and rank firms individually for each project based on each firm's demonstrated experience and expertise. Selected firms must be prepared to commence work in accordance with project-specific schedules as agreed upon with the District.

Owner's Reservation of Rights: The District may evaluate the Responses based on the anticipated completion of all or any portion of the projects listed below. The District reserves the right to divide the project into multiple parts; to reject all Responses and re-solicit; or to reject all Responses and temporarily or permanently abandon the Project. The District 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. FBISD may also conduct interviews or presentations as part of the selection process.

The selected MEP firm should demonstrate substantial experience and expertise in programming, cost estimating, planning, design, and construction administration for K-12 school facility projects within Texas or comparable public-sector environments subject to similar regulatory and legal requirements. The firm will be expected to participate in initial assessments, provide cost estimates, and develop preliminary concept drawings for the assigned project(s) (the "Project"). The intent is for the selected firm(s) to provide comprehensive design services and oversee the full scope of renovation and/or new construction activities undertaken by the District. While a local office is not required, firms must have experience in the Texas Coastal Bend region and possess a thorough understanding of local construction practices, building codes, permitting procedures, and regional soil and environmental conditions.

The anticipated schedule for this RFQ is below:

Second Published Notice	June 10 th 2025
Deadline - RFQ Questions/Inquiries	June 16 th 2025 at 2:00 pm CST
Submission Due Date	June 23 rd 2025 at 10:00 am CST
Evaluation and Interviews (if requested)	July 7 th -17 th 2025
Rankings submitted for Board Approval	July 31 st 2025
Begin Negotiations	August 4 th -15 th 2025
Award of Contract for MEP firm(s)	No later than August 28 th 2025

Evaluation of Responses: The evaluation of the Responses shall be based on the evaluation criteria as described in this RFQ. All responsive Responses will be reviewed, evaluated, and ranked by the

District. Responses shall NOT include any information regarding Respondent's fees, pricing, or other compensation until after the Board has ranked and selected qualified Respondents.

The decision to select an MEP firm ("firm") will be based on demonstrated competence and qualifications as required by Texas Government Code § 2254.004. Among other things, respondents' competence shall be evaluated on the following criteria:

Criteria:

1.	Reputation of the MEP firm	20 pts
2.	Experience over the last five years assisting Districts with projects of similar size and scope	20 pts
3.	References, including previous work in the district (minimum of four)	20 pts
4.	Resumes of key personnel	15 pts
5.	History of successful completion of projects on time and within budget	10 pts
6.	Claims or suits filed against the Engineer or firm in past 5 years, if any, and the disposition of such claims, if any	5 pts
7.	Demonstrated ability to be a "coordinating" professional on bond projects	5 pts
8.	Demonstrated ability to manage multiple concurrent projects.	5 pts

Process Overview

The District will rank and select MEP firms for each of the seven (7) identified Bond 2025 projects under **Part A**. One firm may be selected for all projects, or different firms may be selected for individual projects, depending on qualifications and the best fit for each project.

The District will also evaluate firms for inclusion in a pre-qualified pool for **General Bond 2025 project services (Part B)**. Firms selected for this pool may be considered for future MEP assignments throughout the bond implementation period based on demonstrated qualifications, availability, and alignment with project needs.

All firms contracting with the District must be able to begin work according to the mutually agreed-upon schedules for the assigned project(s).

Flour Bluff ISD (FBISD) may interview one or more firms selected from the responses received under this RFQ. Alternatively, FBISD reserves the right to evaluate and rank firms for each of the seven (7) projects solely based on the written responses submitted, and may select the firm that demonstrates the highest level of competence for each respective project without conducting interviews.

Firms invited to participate in an interview, if any, may be asked to present detailed evidence of professional engineering services provided for projects of comparable type and scope completed within the past five (5) years.

All responses will be evaluated and ranked according to the criteria outlined in this RFQ. Final selections will be based on the firm's demonstrated competence and qualifications, the overall quality of the submitted materials, the specific needs of the District, and all applicable criteria under Texas Government Code Chapter 2254. Fee proposals must **not** be included in the RFQ response and will **not** be considered during the qualifications evaluation.

By submitting its Response to this RFQ, Respondent accepts the evaluation process and acknowledges and accepts that determination of the "most qualified" Respondent(s) will require subjective judgments by the District.

Insurance Coverage: Please review the insurance requirements set out in the *AIA® Document B121® – 2018 Standard Form of Master Agreement Between Owner and Architect (where architect shall mean engineer) for Services provided under Multiple Service Orders, as Modified by Owner*, including with this RFQ for more information.

State Registration of Engineering Firms: Respondents are advised that the Texas Board of Professional Engineers requires that any entity providing engineering services must register with the Texas Board of Professional Engineers. An entity is defined as a sole proprietorship, firm, partnership, corporation, or joint stock association.

Form of Agreement: Any contract resulting from this solicitation will be in the form of agreement between the District and Engineer. A copy of the template of the *AIA® Document B121® – 2018 Standard Form of Master Agreement Between Owner and Architect (where architect shall mean engineer) for Services provided under Multiple Service Orders, as Modified by Owner*, is part of this RFQ. Relevant terms and conditions for any resulting work are contained within the template provided with this RFQ. Respondents are strongly encouraged to review the form of agreement prior to submitting a Response and must submit any requested revisions with their Responses, which Owner may consider; otherwise, Respondent is deemed to have accepted the agreement as provided.

By tendering its Response to this RFQ, the submitting firm acknowledges that it has read, understands, and agrees to all requirements, terms, and conditions set forth in the RFQ. The firm further acknowledges its understanding of the evaluation and selection process employed by the District to identify the most qualified firm based on demonstrated competence and qualifications.

The submitting firm shall be responsible for all costs incurred in the preparation of qualifications and participation in the evaluation process, including legal expenses associated with the review of the RFQ or any sample contract documents. There is no expressed or implied obligation on the part of the District to reimburse any firm for any expenses incurred in preparing or submitting qualifications, providing additional information, or participating in interviews, demonstrations, or contract negotiations.

This RFQ and any resulting award(s) shall be interpreted and governed in accordance with the laws of the State of Texas. Venue for any legal action filed in relation to this RFQ or any resulting contract shall be in the appropriate state district court located in Nueces County, Texas. If any provision of this RFQ or a resulting contract is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. The RFQ and/or contract shall be construed as if the invalid, illegal, or unenforceable provision had never been included.

All firms must disclose any existing, potential, or perceived conflicts of interest that may impact their ability to impartially provide services to the District. This includes business or personal relationships with any current or former District employees, administrators, consultants, or members of the Board of Trustees. Failure to disclose a known or reasonably foreseeable conflict of interest may result in disqualification or termination of any resulting contract.

By submitting a response, the firm certifies that its submission is made without collusion, fraud, or any other form of illegal or unethical behavior. The firm further certifies that no member of the firm's team has offered or given any gratuity, gift, favor, or anything of monetary value to any officer, employee, or agent of the District to secure favorable treatment with respect to the RFQ or any resulting contract.

All information submitted in response to this RFQ is subject to the Texas Public Information Act. Any proprietary or confidential information should be clearly identified and justified with reference to applicable legal exceptions. While the District will make reasonable efforts to protect such information, it cannot guarantee confidentiality under Texas law. Texas Public Information Act. During the course of the selection process, the proposal submitted by Respondents are exempt from disclosure to the public under the Texas Public Information Act. The proposal will however, 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 proposal may contain commercial or financial information which are deemed privileged or confidential by statute or may be of a nature which you feel may cause substantial competitive harm to your business if disclosed by the District to a third-party even after the award. You may be entitled to protect this information at the time the 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 Response, is properly marked as confidential prior to submission. Wholesale marking of your entire proposal "Confidential" or "Proprietary" will not be effective. The District fully complies with the Texas Public Information Act. In the event information from Respondent's proposal is requested, the District 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 proposal or parts thereof are not subject to disclosure under the Act.

The District reserves the right to reject any or all responses, to waive technicalities, and to re-advertise for these services, or proceed to do the work otherwise in the best interests of the District. The selected firm shall not assign, subcontract, or transfer its interest in any agreement resulting from this RFQ without the prior written consent of the District. The firm shall remain responsible for managing and overseeing all work performed by any approved subconsultants.

All firms shall comply with applicable federal, state, and local laws and regulations, including nondiscrimination and equal opportunity provisions. No firm shall discriminate against any individual based on race, color, religion, sex, national origin, age, disability, or any other legally protected status in employment or service delivery.

Any contract awarded under this RFQ may consist of multi-year agreements, task-order-based assignments, or project-specific contracts as determined by the District. The District reserves the right to assign firms to specific scopes of work based on qualifications, experience, capacity, or project needs.

REQUIRED FORMS: Respondents must submit a response to the General Questionnaire provided in Exhibit 1, attached hereto. The Responses to the General Questionnaire may be no more than 25 pages on Standard Letter (8.5”x 11”) documents, single spaced. Responses shall be prepared simply and economically, providing a straightforward, concise description of Respondent’s ability to meet the requirements of this RFQ. The cover, table of contents, divider sheets, and Exhibit 2 and the required forms below do not count toward the page limit.

Emphasis shall be on the quality, completeness, clarity of content, responsiveness to the requirements, and an understanding of District’s needs.

Firms must also complete and submit with their response the attached additional submittal forms:

1. W-9 (Attachment A)
2. Form CIQ: Conflict of Interest Questionnaire (Attachment B)
3. Felony Conviction Notice (Attachment C)
4. Non-Collusion Statement (Attachment D)
5. Suspension or Debarment Certificate (Attachment E)
6. Form 1295: Certificate of Interested Parties (Attachment F) (Vendor must complete on-line at (<https://www.ethics.state.tx.us/filinginfo/1295/>))
7. Certificate Form in Exhibit 2

Failure to submit all required information and forms may result in disqualification.

EXHIBIT 1
GENERAL QUESTIONNAIRE - REQUIRED FORM

FBISD – RFQ FOR MEP SERVICES

I. General Information

1. Full Legal Name of the MEP Firm (and Name of Parent Corporation, if any)
2. Address of Principal Officer of Business
3. Address of Office that would be providing services under this Agreement
3. Explicitly specify which one or more of the seven (7) projects the firm wants to be considered for and whether the MEP firm would also like to be considered as part of the pool of MEP firms and provide relative experience for each project
4. Contact individual, telephone and e-mail address for this RFQ
5. Type of organization, i.e., sole proprietorship, partnership or corporation
6. Number of Years in Business
7. Please provide a statement regarding the ability of the firm to provide the meet the insurance requirements provided in the *AIA® Document B121® – 2018 Standard Form of Master Agreement Between Owner and Architect (where architect shall mean engineer) for Servies provided under Multiple Service Orders, as Modified by Owner*, template included with this RFQ.
8. Does any relationship exist (whether by family kinship, business association, capital funding agreement, or any other such relationship) between Respondent and any employee of FBISD? If yes, Respondent will explain.
9. Is Respondent currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, Respondent will explain the expected impact, both in organizational and directional terms.

II. Experience over the last five years assisting Districts with projects of similar size and scope

10. Provide a summary of the firm's general experience and expertise in school district project assessment, design, planning, and construction. Include a list and brief description of all major school facility projects completed within the past five (5) years, emphasizing projects similar in scope and complexity to those included in this RFQ for Flour Bluff ISD. For each project, note the client, size, scope, and year of completion.
11. Describe your firm's relevant experience in the Texas Coastal Bend region, including familiarity with local construction practices, building codes, permitting procedures, regulations, and regional soil and environmental conditions. Additionally, explain how the firm will effectively communicate and collaborate with the District and its community throughout the assessment,

design, and construction administration phases. If your firm does not maintain a local office, please explain in detail how you intend to overcome any communication issues with distance.

III. Reputation of the MEP firm/ References, including previous work in the district (minimum of four)

12. Is Respondent currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, Respondent will specify the pertinent date(s), details, circumstances, and describe the current prospects for resolution.
13. Provide a brief history of Respondent's firm, also include availability and commitment of the Respondent, its principal(s), assigned professionals and consultants to undertake the Project.
14. Provide a list of a minimum of four clients that you provided services for on similar projects of size and scope. Include in your answer a contact person for the former client, name of entity, name of project, approximate budget for project, and year completed.

IV. Resumes of Key Personnel

15. Provide resumes for all proposed team members including past project experience, and relevant ISD experience. Include dollar values of projects/programs your team members have worked on as well as their licenses, and certifications.

V. History of successful completion of projects on time and within budget

16. Please provide a statement regarding your strategy for successful completion of projects and strategies you use to keep the projects on time and within budget. Please indicate for the projects listed in response to Item 10 above whether they were completed on time and within budget.
17. Describe a project that did not come in under budget and/or on time and why that happened and what you would have recommended differently to ensure that it did.

VI. Claims or suits filed against the engineer or engineering firm in past 5 years, if any, and the disposition of such claims, if any

18. List and explain all claims and litigation involving the firm in the last 5 years, including mediation or arbitration proceedings, if any. Please provide the disposition of each claim as well.

VII. Demonstrated ability to be a "coordinating" professional on bond projects

19. The District intends to use construction manager at risk or competitive sealed proposals as the construction delivery method. If the firm recommends an alternative delivery method, explain.
20. Explain your approach to coordination with owner and/or architect on a large bond program and the strategies you propose for this project if you are assigned one or more projects.

IX. Demonstrated ability to manage multiple concurrent projects.

21. Please describe your approach to managing multiple projects and recommendations you have for ensuring the scope of sequence of projects that meets the owner's needs.

X. Miscellaneous:

Please review *AIA® Document B121® – 2018 Standard Form of Master Agreement Between Owner and Architect (where architect shall mean engineer) for Services provided under Multiple Service Orders, as Modified by Owner*, including with this template. Please provide any requested revisions for the Owner's consideration. The Owner reserves the right to reject any requested changes to the form agreement, which is subject to legal review and ultimately Board approval.

EXHIBIT 2
Certification of Response – REQUIRED FORM

FBISD – RFQ FOR MEP SERVICES

NOTE TO RESPONDENTS: THIS IS A REQUIRED FORM. SUBMIT ENTIRE SECTION WITH RESPONSE.

THIS CERTIFICATION MUST BE COMPLETED, SIGNED, AND RETURNED WITH THE RESPONDENT'S RESPONSE/QUALIFICATIONS STATEMENT. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER WITH THE QUALIFICATIONS STATEMENT MAY RESULT IN REJECTION OF THE QUALIFICATIONS.

SIGNING A FALSE STATEMENT MAY VOID THE SUBMITTED QUALIFICATIONS STATEMENT OR ANY AGREEMENTS OR OTHER CONTRACTUAL ARRANGEMENTS, WHICH MAY RESULT FROM THE SUBMISSION OF RESPONDENT'S QUALIFICATIONS STATEMENT, AND THE RESPONDENT MAY BE REMOVED FROM ALL RESPONDENT LISTS. A FALSE CERTIFICATION SHALL BE DEEMED A MATERIAL BREACH OF CONTRACT AND, AT OWNER'S OPTION, MAY RESULT IN TERMINATION OF ANY RESULTING CONTRACT OR PURCHASE ORDER.

By signature hereon, Respondent acknowledges and agrees that (1) this RFQ is a solicitation for Qualification Statement and is not a contract or an offer to contract; (2) the submission of Qualification Statements by Respondent in response to this RFQ will not create a contract between the Owner and Respondent; (3) the Owner has made no representation or warranty, written or oral, that one or more contracts with the Owner will be awarded under this RFQ; and (4) Respondent shall bear, as its sole risk and responsibility, any cost which arises from Respondent's preparation of a response to this RFQ.

By signature hereon, Respondent offers and agrees to furnish to the Owner the products and/or services more particularly described in its Qualifications Statement, and to comply with all terms, conditions and requirements set forth in the RFQ documents and contained herein.

By signature hereon, Respondent represents and warrants that:

1. Respondent agrees that the information provided with this Response is true and correct to the best of their knowledge.
2. Respondent is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions and requirements of the RFQ;
3. Respondent has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the terms, conditions and requirements of the RFQ;
4. Respondent is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances;
5. Respondent understands (i) the requirements and specifications set forth in this RFQ and (ii) the terms and conditions set forth in the Agreement under which Respondent will be required to operate;
6. Respondent, if selected by the Owner, will maintain insurance as required by the Contract;
7. All statements, information and representations prepared and submitted in response to this RFQ are current, complete, true and accurate. Respondent acknowledges that the Owner will rely on such statements, information and representations in selecting the successful Respondent. If selected by the Owner as the successful Respondent, Respondent will notify the Owner immediately of any material change in any matters with regard to which Respondent has made a statement or representation or provided information.
8. By signature hereon, Respondent certifies that the individual signing this document and the documents made part of the RFQ is authorized to sign such documents on behalf of the company and to bind the company under any agreements or other contractual arrangements, which may result from the submission of Respondent's Qualifications Statement.

The Respondent must complete, sign and return Confirmation as part of their submittal response. The Respondent's company official(s) who are authorized to commit to such a submittal must sign submittals. Failure to sign and return this form may subject the submittal to disqualification.

Respondent has received the following addenda: *(list below if any)*

Respondent's Full Legal Name: _____

Respondent's State of Texas Tax Account No: _____
(This 11-digit number is mandatory)

If a Corporation:

Respondent's State of Incorporation: _____

Identify by name, each person who owns at least 25% of the Respondent's business entity:

1. _____
(Name)

2. _____
(Name)

3. _____
(Name)

4. _____
(Name)

Submitted and Certified By:

(Respondent's Name) (Title)

(Street Address) (Telephone Number)

(City, State, Zip Code) (Email Address)

(AUTHORIZED SIGNATURE) (DATE)

ATTACHMENT A – REQUIRED FORM

Attachment A

Form W-9 (Rev. March 2024) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification <small>Go to www.irs.gov/FormW9 for instructions and the latest information.</small>	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 <i>Purpose of Form</i> , below.																																																				
Print or type. <small>See Specific Instructions on page 3.</small>	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. <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Individual/sole proprietor</div><div><input type="checkbox"/> C corporation</div><div><input type="checkbox"/> S corporation</div><div><input type="checkbox"/> Partnership</div><div><input type="checkbox"/> Trust/estate</div></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ <small>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.</small></div><div><input type="checkbox"/> Other (see instructions) _____</div></div>																																																			
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <small>(Applies to accounts maintained outside the United States.)</small>																																																			
	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. <input type="checkbox"/>																																																			
	5 Address (number, street, and apt. or suite no.). See instructions.																																																			
	6 City, state, and ZIP code																																																			
7 List account number(s) here (optional)																																																				
Part I Taxpayer Identification Number (TIN)																																																				
<p>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 <i>How to get a TIN</i>, later.</p> <p>Note: If the account is in more than one name, see the instructions for line 1. See also <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</p>																																																				
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td colspan="10" style="text-align: center;">Social security number</td></tr><tr><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td></tr><tr><td colspan="10" style="text-align: center;">OR</td></tr><tr><td colspan="10" style="text-align: center;">Employer identification number</td></tr><tr><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td><td style="width: 3%;"> </td></tr></table>			Social security number																				OR										Employer identification number																			
Social security number																																																				
OR																																																				
Employer identification number																																																				
Part II Certification																																																				
<p>Under penalties of perjury, I certify that:</p> <ol style="list-style-type: none">The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); andI 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; andI am a U.S. citizen or other U.S. person (defined below); andThe FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. <p>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.</p>																																																				
Sign Here	Signature of U.S. person	Date																																																		
General Instructions																																																				
<p>Section references are to the Internal Revenue Code unless otherwise noted.</p> <p>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.</p> <p>What's New</p> <p>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.</p>																																																				
<p>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).</p> <p>Purpose of Form</p> <p>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</p>																																																				
<small>Cat. No. 10231X</small>																																																				
<small>Form W-9 (Rev. 3-2024)</small>																																																				

ATTACHMENT B – REQUIRED FORM

Attachment B

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 <div style="border: 1px solid black; height: 100px; margin-top: 5px;"></div>	
<div style="border: 1px solid black; padding: 2px;"> 1 Name of vendor who has a business relationship with local governmental entity. </div>		
<div style="border: 1px solid black; padding: 2px;"> 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.) </div>		
<div style="border: 1px solid black; padding: 2px;"> 3 Name of local government officer about whom the information is being disclosed. <div style="border-bottom: 1px solid black; width: 80%; margin: 5px auto; text-align: center;">Name of Officer</div> </div>		
<div style="border: 1px solid black; padding: 2px;"> 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. <div style="margin-top: 20px;"> <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> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> <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> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div> </div>		
<div style="border: 1px solid black; padding: 2px;"> 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. </div>		
<div style="border: 1px solid black; padding: 2px;"> 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). </div>		
<div style="border: 1px solid black; padding: 2px;"> 7 <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="border-bottom: 1px solid black; width: 60%; text-align: center;">Signature of vendor doing business with the governmental entity</div> <div style="border-bottom: 1px solid black; width: 35%; text-align: center;">Date</div> </div> </div>		

Form provided by Texas Ethics Commission

www.ethics.state.tx.us

Revised 1/1/2021

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

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;

or

- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

ATTACHMENT C – REQUIRED FORM

Attachment C

FLOUR BLUFF INDEPENDENT SCHOOL DISTRICT FELONY CONVICTION NOTIFICATION FORM

Pursuant to Texas Education Code Section 44.034:

- (a) 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.
- (b) 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 or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before termination.
- (c) This section does **not** apply to a publicly held corporation.

Please check the appropriate box below:

- ☐ My firm is a publicly held corporation; this requirement is not applicable.
- ☐ My firm is not owned or operated by anyone who has been convicted of a felony.
- ☐ My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name	Description of conduct resulting in felony conviction

I, the undersigned, am a duly authorized representative of the firm listed below. I hereby certify that the information provided above is true, complete, and accurate to the best of my knowledge. I understand that failure to provide this information, or providing false or misleading information, may be grounds for termination of any contract with Flour Bluff Independent School District.

Vendor's Name: _____

Authorized Company Official's Name: _____

Title: _____

Date: _____

Signature: _____

ATTACHMENT D – REQUIRED FORM

Attachment D

FLOUR BLUFF INDEPENDENT SCHOOL DISTRICT

NON-COLLUSIVE BIDDING CERTIFICATE

Vendors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. Bidder must certify that the company complies with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 and as supplemented in Department of Labor Regulations.

By submission of this bid, the bidder certifies that:

This bid has been independently arrived at without collusion with any other bidder or with any competitor.

This bid has not been knowingly disclosed and will not be knowingly disclosed to any other bidder or potential competitor prior to the opening of the bids for this project.

No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid.

The person signing this bid certifies that they have fully informed themselves regarding the accuracy of the statements contained in this certification, and under the penalties being applicable to the bidder as well as to the person signing on its behalf.

CERTIFICATION

Authorized Signature: _____

Name of Company: _____

Printed Name: _____

Title of Authorized Person: _____

Telephone Number: _____

Address: _____

Date: _____

City, State ZIP Code: _____

ATTACHMENT E – REQUIRED FORM

Attachment E

FLOUR BLUFF INDEPENDENT SCHOOL DISTRICT SUSPENSION OR DEBARMENT CERTIFICATE

CERTIFICATION REGARDING SUSPENSION AND DEBARMENT

Required for all covered transactions equal to or in excess of \$100,000.00

In accordance with Federal OMB guidelines (A-102, common rules), non-federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred.

Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards of \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred from participation in federal assistance programs.

By submitting this offer and signing this certificate, the undersigned certifies, to the best of their knowledge and belief, that:

No suspension or debarment is in place that would preclude the bidder from receiving a federally funded contract.

CERTIFICATION INFORMATION

Authorized Signature _____

Name of Company _____

Printed Name _____

Title of Authorized Person _____

Telephone Number _____

Address _____

Date _____

City, State ZIP Code _____