



**Angleton Independent School District
1900 N. Downing
Angleton, TX 77515**

**REQUEST FOR QUALIFICATIONS
ARCHITECTURAL SERVICES
RFQ #23-03 BOND-ARC**

The Angleton Independent School District (AISD) is soliciting Requests for Qualifications for a qualified firm to provide architectural services. Interested firms responding to this request must submit their written qualification statements in accordance with the specifications.

Angleton ISD is located in Brazoria County, Texas and has approximately 7,000 students. The district has one high school, one junior high school, six elementary schools and an alternative campus. Angleton ISD's central administrative offices are located at 1900 N. Downing, Angleton, TX 77515.

Interested firms should submit **three (3) copies and one electronic version on a flash drive** of their Request for Qualifications no later than **10:00 a.m. on September 21, 2022**. Submittals are to be sealed and clearly marked as "original" or "copy" and must include all signed documents as requested in the RFQ.

RFQ statements shall be submitted in a sealed envelope marked on the outside with the firm's name and address. The sealed envelope should state **SEALED RFQ #23-03BOND-ARC ARCHITECTURAL SERVICES** to:

**Angleton ISD
Attn: Connie Cox
1900 N. Downing
Angleton, TX 77515**

Qualification statements must be submitted in sufficient time to be received and time-stamped at the above location on or before the published date and time shown on the RFQ. Angleton ISD will not be responsible for mail delivered from the post office. RFQs received after the published time and date will not be considered and will be filed and unopened. **FAX submittals will not be accepted.**

**GENERAL CONDITIONS
ARCHITECTURAL SERVICES
RFQ #23-03 BOND-ARC**

PURPOSE

The scope of the services to be performed by the Architect selected includes: providing design, estimating services, scope development, planning, interior design, technical studies, feasibility studies, problem analysis, design reviews, building evaluation reports, and other architectural and technical services related to the projects assigned.

REQUIRED EXPERIENCE

An interested firm must have the demonstrated technical and managerial capability to address a broad range of building systems. The selected firm will be responsible for providing a District Needs Assessment including but not limited to: a) Facility Inventory and Assessment, b) Program Development, c) Space Utilization Approach, d) Alternative Solution Development, and e) Cost Estimates and Analysis.

The planning and design firm shall have a minimum of ten (10) years demonstrated experience of developing Facilities Needs Assessments and Facilities Master Long Range Plans, primarily in the K-12 education environment.

The proposed team members for the needs assessment shall have at least ten (10) years of proven and relevant experience encompassing each of the following as applicable to their discipline:

1. Architectural planning
2. Building component and systems design and planning
3. Data analysis
4. Operation planning

BACKGROUND AND PROJECT INFORMATION

Angleton ISD's vision of "Achieving Excellence Because We're Wildcats" is the foundation for continued student and staff achievement at its nine campuses.

The mission of AISD is to educate and prepare each student academically and socially through supportive relationships to maintain our thriving community.

Angleton ISD is located in the heart of Brazoria county, with around 7,000 students. The district's 9 campuses serve the city of Angleton and several close communities.

Instruction

The Angleton Independent School District provides a comprehensive educational program for students in grades pre-K through 12. A strong foundation of language arts, math, science and social studies form a core curriculum that is tightly aligned to the Texas Essential Knowledge and Skills (TEKS) in all grade levels. Angleton ISD students continue to score above average on state and national tests. In addition, secondary students participate in a variety of college-level, pre-AP, and AP courses. Other programs include world languages, fine arts, physical education/athletics, and career and technology, where students have an opportunity to graduate with one or more endorsements, including Arts and Humanities, Business and Industry, Public Services, STEM (Science, Technology, Engineering and Mathematics) and

Multidisciplinary Studies. Quality instruction is also provided for students who are served in special programs such as special education, dual language/ESL, gifted and talented, and alternative educational options.

Career and Technology Education

AISD's career and technology education program is recognized both statewide and nationally for its exemplary programs. The district offers innovative programs with business and industry partners in the AISD community.

Athletics

The athletics program offers a full range of sports activities. The district competes in 13 sports in the University Interscholastic League, Class 5A, in Texas.

Fine Arts

The program includes band, choir, art, theater arts and dance for secondary students. AISD Fine Arts programs have been recognized across the state and nation.

The community's approval of a \$90 million bond proposal in 2019 brought much-needed changes to district facilities; in addition, the construction of a high school CTE Center, and new Transportation facility along with several energy upgrades.

Staff Statistics

Quality classroom teachers are critical components in the entire educational process. Angleton ISD is aware of the many choices facing today's well-qualified professionals; attracting and retaining educational professionals is a priority. The need to remain competitive in salary, benefits, and work environment is understood by the Board of Trustees and Superintendent, and is demanded by the community stakeholders.

Demographic Data Update

Interested firm(s) may want to examine additional demographic data concerning the District and as part of the long range planning and may need to subcontract with an outside demographer to update the district data.

Potential Bond Projects

New and repurposed facilities will create additional capacity, replacing aging facilities and create updated environments for our community and neighborhood schools.

Facility	Description
Elementary School	New Campus
Junior High	New Campus
Current JH & Elementaries	Renovations & improvements
All Elementaries	New Furniture
District Wide	Safety & Security Improvements

District Wide	Demolition, removal & renovations of outdated buildings & Facilities
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TERMS AND CONDITIONS

Contract Administrator

All communications regarding this RFQ must be coordinated through the AISD contract administrator. The designated contract administrator during the RFQ process shall be:

Connie Cox
 Director of Finance
 1900 N. Downing
 Angleton, TX 77515
ccox@angletonisd.net
 979-864-8045

A meeting will be held on September 9th at 9:00 a.m. to answer any and all questions for interested proposers wanting to submit a RFQ.

All communications regarding this RFQ must be coordinated through the AISD contract administrator.

Proposer shall have no contact with other District staff or board members without permission from the designated contract administrator. Failure to adhere to this requirement will result in disqualification of the Proposer from further consideration.

Authorized Signature

By signing and executing this proposal the Proposer certifies and represents to the District that the Proposer has not offered, conferred or agreed to confer any pecuniary benefit or other thing of value for the receipt of special treatment, advantage, information, recipient's decision, opinion, recommendation, vote or any other exercise or discretion concerning this RFQ. Proposals must show Proposer name and address of Proposer and be manually signed. Failure to do so will disqualify proposal. Person signing proposal must show title or **AUTHORITY TO BIND THE PROPOSER IN A CONTRACT.**

Meeting

A meeting will be held for all interested parties on September 9, 2022 at 9:00 a.m. This meeting will be held to review the project, answer questions and tour facilities if requested. Attendance is not mandatory but an addendum will **NOT** be sent out answering questions following the meeting.

Addenda

If an addendum is released, acknowledgement must be made by signing and returning the Addendum with the RFQ. **Proposers who fail to submit addenda with the RFQ may be deemed to have submitted a RFQ not responsive to this solicitation.** Failure to receive such addenda does not relieve Proposer from any obligation under the RFQ submitted. All formal written addenda become a part of the RFQ documents. Proposers shall acknowledge receipt of all addenda in the RFQ Response Form.

Criminal Record History

All Proposers, subcontractors and their employees must submit to the Angleton ISD proof of a satisfactory criminal record history of all individuals working on District property through background checks conducted as required by Senate Bill 9. The criminal record history must be obtained by the successful bidder before any work is performed. The information regarding the requirements for conducting a criminal records check is posted on The Texas Department of Public Safety's website by clicking open Crime Records and reading School District Guide to Senate Bill 9. The cost for each criminal records check is approximately \$100.00.

Possession of firearms, alcohol and/or drugs, even in vehicles, is strictly prohibited on school district property. Use of any tobacco products is not permitted on school property.

Conflict of Interest

Each proposer must disclose any existing or potential conflict of interest relative to the performance of the requirements of this RFQ. Examples of potential conflicts may include an existing business or personal relationship between the proposer, its principal, or any affiliate or subcontractor, with the District or any other entity or person involved in any way in the project that is the subject of the RFQ.

Similarly, any personal or business relationship between the proposer, the principals, or any affiliate or subcontractor, with any employee of the District or its suppliers must be disclosed. Any such relationship that might be perceived or represented as a conflict should be disclosed. Failure to disclose any such relationship or reveal personal relationships with district employees may be cause for contract termination. The District will decide if an actual or perceived conflict should result in proposal disqualification.

By submitting a proposal in response to this RFQ, all proposers state that they have not given, nor intend to give, at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, social discount, trip, favor, or service to a board member, a public servant or any employee or representative of the District, in connection with this procurement. The CONFLICT OF INTEREST QUESTIONNAIRE is included in this specification. For further information, a proposer can review the requirements as provided under HB 1491.

Texas Public Information Act

Angleton ISD is a public entity subject to the provisions of the Texas Public Information Act (Texas Government Code 552). Responses to the Request for Qualifications may be subject to release as public information unless the response or specific parts of the response are excerpted from public disclosure under such Act. The District assumes no liability or responsibility for release of such information not properly identified or for information identified by the Texas Attorney General or a court of law to be released.

Venue

This Request for Qualifications and any resulting award shall be interpreted within the laws of the State of Texas. Venues for any legal action filed relative to this Request for Qualifications or any resulting contract shall be in Brazoria County, Texas.

Cancellation

Angleton Independent School District reserves the right to cancel any contract resulting from this Request for Qualifications at any time, for any reason (or for no reason) with a thirty (30) day written notice to the firm(s). Firm may cancel any resulting contract, at any time for any reason, or for no reason with a sixty

(60) day written notice. Any notice required or permitted to be delivered to the contractor(s) shall be deemed to be delivered when mailed by registered or certified mail, return receipt requested, postage prepaid and addressed to the firm's address appearing on the face of the Request for Qualifications (or as subsequently revised or changed). Any compensation due the firm(s) will be limited to services performed and accepted by the district.

Independent Firm

It is understood that in the performance of any services herein provided the firm shall be, and is, an independent firm, and is not an agent or employee of the district and shall furnish such services in its own manner and method, except as required by this contract. Further, firm has, and shall retain the right to exercise full control over the employment, direction, compensation, and discharge of all persons employed by firm in the performance of the services hereunder. Firm shall be solely responsible for, and shall indemnify, defend, and save the district harmless, from all matters relating to the payment of its employees, including compliance with Social Security, withholding, and all other wages, salaries, benefits, taxes, exactions and regulations of any nature whatsoever.

Assignment

Any assignment by firm for this contract or any part thereof without written consent of Angleton ISD shall be void.

Indemnification

Firm agrees to indemnify and save harmless Angleton ISD and all its officers, agents, employees acting in their individual and official capacity, and all entities, their officers, agents, and employees who are participating in the contract effort, from all suites, claims, actions, damages, demands or other demands of any character, name and description brought for or on action of any injuries or damages received or sustained by any person, persons or property on account of any negligence act or fault of the firm, or of any agent, employee, subcontractor or supplier in the execution of, or performance under any contract which may result from award. Firm shall pay any judgments with cost, which may be obtained against Angleton ISD.

Insurance Requirements

The firm shall purchase and maintain, in a company or companies licensed to do business in the State of Texas, such insurance as will protect the firm and the district from claims set forth below, which may arise out of, or result from, the operations under the contract. The firm shall file with the Director of Finance before work is begun, certificates of such insurance which shall be subject to approval by the district as to the company providing the insurance and the manner and adequacy of insurance protection. The firm shall, during the performance of this agreement, keep in force the following insurance:

- a. Professional Liability \$1,000,000 each occurrence, \$2,000,000 aggregate

All such policies of insurance shall contain a provision that they shall not be canceled or altered nor the amount of coverage be reduced until at least thirty (30) days after notice of such cancellation, alteration, or reduction has been delivered to the district.

Such policies of insurance shall be written by companies authorized by the Texas Department of Insurance to conduct business in the state and shall be satisfactory to the district. Firm shall not commence work

under this agreement until satisfactory evidence of such insurance has been delivered to and approved by the district.

The Certificate of Insurance must be presented prior to the start of services. The amount of deductibles and self-insurance retention must be shown on the certificate.

Reservations

The School District expressly reserves the right to:

1. Extend the opening date and time through addenda;
2. Waive as an informality, minor deviations from specifications, provided they do not affect competition or result in functionally unacceptable goods or services;
3. Waive any minor informality in any RFQ or procedure (A minor informality is one that does not affect the competitiveness of the Submittal);
4. Add additional terms or modify existing terms in the RFQ;
5. Reject or cancel any or all RFQs; and/or
6. Reissue a RFQ.

PROPOSED PROJECT SCHEDULE

The following timeline will be used (subject to change):

Advertise RFQ	August 30, 2022, September 6, 2022
Issue RFQ	August 30, 2022
Meeting for all interested parties for Questions & Answers	September 9, 2022 @ 9:00 a.m.
Statements of Qualifications due	September 21, 2022 @ 10:00 a.m.
Review and Selection of the Finalists	September 21 - 27, 2022
Firm interviews and ranking (if needed)	September 28-30, 2022
Board approval	October 18, 2022
Preliminary contract negotiations (includes negotiation and signing)	November 2022 - January 2023

EVALUATION CRITERIA

Selection of the most highly qualified firm(s) will be made on the basis of demonstrated competence and qualification to perform services in accordance with Government Code 2254.0004. The criteria listed below will be used in the evaluation of the written qualification statements, references, responses at the interviews, as appropriate. These criteria will be applied and interpreted solely at the discretion of Angleton ISD. Qualification statements should include the necessary information that is pertinent to these evaluations. Additional information required for proper assessment of RFQ responses may be requested from the firm(s) at the discretion of the district.

EVALUATION FACTORS	PERCENTAGE OF POINTS
Relevant Experience and References	20%
Firm resources and committed resources for commencement of Work, experience of proposed personnel and commitment to retaining the assigned personnel to the Bond Program	20%
Quality and Cost Containment	20%
The Proposer's past relationship with the District	20%
Management/Organization/Production/Quality Control	10%
Technical Ability	10%

SUBMITTAL INFORMATION

The response shall follow the outline below and be in sequence.

1. General Information

Company Name_____

Mailing Address_____

Physical Address_____

Names, Titles and Phone Numbers of two principal contact persons

_____	_____	_____
Name	Title	Phone

_____	_____	_____
Name	Title	Phone

Submittal is for which type of company? Check which applies.

☐ Parent Company ☐ Subsidiary ☐ Division ☐ Branch Office

List any Division or Branch Offices that will participate materially in the development of the proposal, in its evaluation process, and/or in the conduct of any services provided.

Name of Office_____

Address_____

Name and Address of Parent Company (if applicable)

Name_____

Address_____

Former Name(s) of Company (if applicable)

Name_____

Address_____

Date Prepared_____

Type of Company? Check which applies

☐ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ Joint Venture

Federal Employer Identification Number_____

Year company established_____

Number of the following with the firm:

_____ Architects	_____ Draftsmen
_____ Engineers	_____ Administration

Corporate Background

a. How many years has your company been in business under its present business name?
_____ Years

b. Indicate all other names by which your organization has been known and the length of time known by each.

Name_____

Years_____

Name_____

Years_____

c. How many years has your company been providing related business? _____ years

d. Identify all states in which your company is legally qualified to do business.

e. Has your company been involved in a construction related lawsuit (other than labor or personnel litigation) during the past five (5) years? _____ Yes _____ No. If yes, please explain in detail the nature of the claim, circumstances, amount in dispute, date suit was filed and the outcome of the case.

Note: If your company is currently under suspension or debarment, your proposal will not be considered.

f. Involvement: Has your company been involved in any construction arbitration during the past five (5) years? _____ Yes _____ No. If yes, identify the nature of the claim, the amount in dispute, parties, and ultimate resolution of the proceeding.

g. Has your company, or any of its parents or subsidiaries, ever had a bankruptcy petition filed in its name, voluntarily or involuntarily? _____ Yes _____ No. If yes, explain in detail the circumstances, date the protection order was filed and the resolution of the case (or current status, if still ongoing)

Professional Services Provided by the Firm: (Check all services applicable to your firm)

_____ Architectural Planning

_____ Electrical Engineering

_____ Design

_____ Structural Engineering

_____ Construction Administration

_____ Acoustical Engineering

_____ Engineering

_____ Civil Engineering

_____ Mechanical Engineering

_____ Other _____

Would your firm have any objections to working with engineering firms awarded through the district's RFQ process, recommended by AISD? Yes _____ No _____

Specialized Services/Supplemental Services (Check all services applicable to your firm)

☐ ADA Audit/Review
 ☐ Communication System Design
☐ Facility Plans
 ☐ Site Planning/Site Selection
☐ Energy Audits
 ☐ Landscape Design
☐ Life Safety Systems
 ☐ Interior Design
☐ Technology Infrastructure Design
 ☐ Playground
☐ Roofing
 ☐ Other

Experience Profile. List the number of projects for the last five years, including renovations and additions.

Project Type	New Construction	Renovation/Addition
Elementary Schools		
Middle Schools		
High Schools		
Athletic Facilities		
Auditoriums		
Administration Facilities		
Specialized Facilities (list any type of educational facility not listed above)		

Professional Liability Insurance

Describe limits per project: _____

Describe limits in aggregate: _____

Describe deductible: _____

Has your firm had claims asserted against you within the last five years? _____

If yes, please give details of each claim:

Final Documentation

Will your firm grant the District the license to reproduce any and all documents including drawings, for the purpose of future bond planning, life cycle costing, maintenance of the buildings, proposed alterations to the buildings or future additions?

Yes _____ No _____

Authorization

Dated: _____ this day of _____, 20_____

Name of Organization _____

By _____

Title _____

2. QUALIFICATION STATEMENT

In 100 words or less, provide a statement that describes what makes your firm uniquely qualified to perform the services requested in this proposal including any services that your firm considers to be superior to its competitors.

3. FIRM BACKGROUND AND STAFF

Provide the year that firm was established, name of parent company (if any), and parent company information. Information will include the following:

1. List of all principals of firm
2. Any former firm names and years of establishment
3. List Senior Member to be assigned to this project for Angleton ISD and attach resume
4. List designated representative assigned to Angleton ISD and attach resume

4. SPECIALIZED SERVICES/SUPPLEMENTAL SERVICES

Include a list of specialized services that your firm provides and whether the services are included in the basic services or available for additional fees, to include but not limited to:

1. Americans with Disabilities Act audit/review ADA
2. Facility Plans
3. Acoustical evaluation
4. Energy audits
5. Environmental/hazardous materials inspections
6. Life safety system
7. Communication systems design
8. Site planning/site selections
9. Landscape design
10. Interior design
11. Technology infrastructure design
12. Bond issue assistance/planning & coordination
13. District-wide facilities condition assessment
14. Feasibility studies
15. Other

5. CAD CAPABILITIES

Construction drawings during all phases of the project and reviews are required to be produced in AutoCad. Describe your firm's process for granting the district the license to reproduce any and all documents, including drawings, specifications, CAD software, etc., for the purposes of future maintenance of the building, future alterations to the building, or future additions to the building by another architect, assuming the architect for the addition/renovations would be liable for the addition/renovations.

6. SPECIFICATION / DESIGN

Describe the manner in which the firm will work with the district, or its designee, to define the education specification/program and to create the design.

List other advantages and experience in reviewing educational and TEA requirements offered by the firm that would be beneficial to Angleton ISD.

Describe technology expertise and experience your firm offers.

7. EXPERIENCE PROFILE

Insert the following table. Do not include any additional information in this section. Please list the totals from the last ten years ending on the date of this proposal submission. You may include referendums that have been passed and are now in design or in the design process.

	Project Type	New Construction	Renovation/Addition
A.	Elementary Schools		
B.	Intermediate Schools		
C.	Middle Schools		
D.	Ninth Grade Centers		
E.	High Schools		
F.	Administration/Support Facilities		
G.	Athletic Facilities/Gyms/Field Houses		
H.	Auditoriums		
I.	Specialized Educational Facilities (list any type of educational facility not listed above)		

8. PROJECTS

Supply a list of all Texas school projects completed and/or started within the last 5 years for which the firm has provided services. Give particular emphasis to those projects most relevant to this District's proposed project(s). The district's proposed projects may include the demolition and replacement of facilities, extensive rehabilitation of existing schools, and older school upgrades to newer school standards. Additionally the proposed projects will include the design and development of a new facility.

For each provide project name, location, client, building area (SF), cost (construction only), number of students served, services provided by firm, key firm personnel on project, and a brief description of major features. Provide illustration materials (photographs, plans, etc.) for representative projects.

9. PROJECT REFERENCES

Please list five completed education-related projects that would be representative of your firm's work and services provided within the last five years. Include the following for each project:

District Name
Contact person/title
Phone number
Project Name
Project description
Services provided
Original contract fee sum
Final contract fee sum

10. CURRENT CLIENTS

Please list three of your current school district clients whose projects reflect the scope of your present workload. Include the following information for each:

District Name
Contact person/title
Phone number
Projects
Services provided

11. MANAGEMENT PLAN AND METHODOLOGY

- a. Describe your firm's design philosophy, design methodology, and its process for integrating institutional standards into design.
- b. Describe your firm's quality assurance program explaining the method used and how the firm maintains quality control during the development of construction documents and quality assurance during the construction phase of a project. Provide specific examples of how these techniques or procedures were used for any combination of three (3) projects listed in response to prior RFQ questions.
- c. Describe your project team's demonstrated technical competence and management qualifications with institutional projects, particularly those for public schools.
- d. Describe your cost estimating method for design and construction phases. How do you develop cost estimates and how often are they updated? For any combination of three (3) projects listed in response to prior RFQ questions, provide examples of how these techniques were used and what degree of accuracy was achieved?
- e. Describe the way in which your firm develops and maintains work schedules to coordinate with the district's project schedule. For any combination of three (3) projects listed in prior RFQ questions, provide examples of how these techniques were used.
- f. Describe the project team's approach to assure timely completion of this project, including methods you will use for schedule recovery, if necessary.
- g. Normal turnaround for submittals including reimbursable.
- h. The school construction market has seen significant price increases. What has your firm done to help your clients deal with the increased prices and limited supply of skilled labor and materials?

12. PROFESSIONAL LIABILITY INSURANCE AND FINANCIAL INFORMATION

- a. Provide a copy of liability insurance demonstrating the minimum coverage required by the District.
- b. Provide snapshot financial information and banking reference.

13. You may attach any additional information and/or brochures that would provide additional information about your firm in relation to this request.

14. ADDITIONAL FORMS REQUIRED TO BE SUBMITTED WITH PROPOSAL

- a. Cover Page
- b. Application Signature
- c. Criminal Background Check Felony Conviction Notification
- d. Non-Resident Bidder/ Debarment or Suspension Certification Form
- e. Conflict of Interest
- f. W9

15. APPLICATION SIGNATURE:

REPRODUCE THE FOLLOWING PARAGRAPHS AND SIGNATURE INFORMATION EXACTLY AS IT APPEARS AND PLACE IN YOUR PROPOSAL. NO ADDITIONAL INFORMATION OR MODIFICATION TO THIS SECTION WILL BE ACCEPTED.

Until a contract resulting from this process is executed, no employee, agent or representative of any professional services provider shall make available or discuss it's proposal with the media in any form, electronic or printed, and elected or appointed official or officer of the District, or any employee, agent or other representative of the District, unless specifically allowed to do so by the AISD Director of Finance.

The information contained herein is true and accurate to the best of my knowledge. By signing below, the firm agrees to allow Angleton ISD to check references given and that the information regarding the size and scope of each project is accurate. Further, the signature below certifies that this Qualification Statement has been completed with no consultation, collaboration or conversation with other firms competing on this same solicitation.

NAME (Please print or type)

TITLE

DATE

SIGNATURE

PROPOSER'S RETURN PACKET

COVER PAGE



RFQ #23-03 BOND-ARC Architectural Services

DUE DATE: SEPTEMBER 21, 2022
TIME: 10:00 AM CST

PROPOSER IDENTIFICATION: *(Please print information clearly.)*

Company Name:		Date:	
Address:		Phone:	
		Fax:	
City/St/Zip		Email:	

I hereby acknowledge receipt of the following addenda (if applicable) which have been issued and incorporated into the RFQ Document. (Please initial in ink beside each addendum received.)

CRIMINAL BACKGROUND CHECK AND FELONY CONVICTION NOTIFICATION

(a) CRIMINAL BACKGROUND CHECK

Proposer will obtain history record information that relates to an employee, applicant for employment, or agent of the Proposer if the employee, applicant, or agent has or will have continuing duties related to the contracted services; and the duties are or will be performed on school property or at another location where students are regularly present. The Proposer certifies to the Angleton ISD before beginning work and at no less than an annual basis thereafter that criminal history record information has been obtained. Proposer shall assume all expenses associated with the background checks, and shall immediately remove any employee or agent who was convicted of a felony, or misdemeanor involving moral turpitude, as defined by Texas law, from Angleton ISD's property or other location where students are regularly present. Angleton ISD shall be the final decider of what constitutes a "location where students are regularly present." Proposer's violation of this section shall constitute a substantial failure.

If the Proposer is the person or owner or operator of the business entity, that individual may not self-certify regarding the criminal history record information and its review, and must submit original evidence acceptable to the District with this Agreement showing compliance.

(b) FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a), states, "A person or business entity that enters into a contract with a school district must give advance notice to the District if the person or 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.

I, the undersigned agent for the Proposer named below, certify that the information concerning criminal background check and notification of felony convictions has been reviewed by me, the following information furnished is true to the best of my knowledge, and I acknowledge compliance with this section. Proposer is responsible for the performance of the persons, employees and/or sub-Proposers. Proposer agrees to provide services for the Angleton ISD pursuant to this RFQ on any and all Angleton ISD campuses or facilities. Proposer will not assign individuals to provide services at an Angleton ISD campus or facility who have a history of violent, unacceptable, or grossly negligent behavior or who have a felony conviction, without the prior written consent of Angleton ISD.

THE FELONY CONVICTION NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION.

Proposer's Name:			
A. <i>My firm is a publicly-held corporation; therefore, this reporting requirement is not applicable.</i> Y N			
B. <i>My firm is not owned or operated by anyone who has been convicted of a felony.</i> Y N			
C. <i>My firm is owned or operated by the following individual(s) who has/have been convicted of a felony.</i>			
Name of Felon(s):			
Details of Conviction(s):			
Signature of Company Official:		Date:	

RESIDENT/NONRESIDENT CERTIFICATION

Texas Government Code Chapter 2252 relates to bids by nonresident Proposers. The pertinent portions of the Act are as follows:

Section 2252.001(3) "Nonresident bidder" means a bidder who is not a resident (of the State of Texas).

Section 2252.001(4) "Resident bidder" means a bidder whose principal place of business is in this state, including a Proposer 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 bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which the non resident's principal place of business is located.

Company Name: _____ is/isn't a Resident Bidder of Texas as defined in Texas Government Code Section 2252.001(4).

☐ Yes - Resident ☐ No - Nonresident

If the Bidder is a Nonresident Bidder of Texas, please answer the following:

Does the Proposer's ultimate parent company or majority owner employ at least 500 persons in Texas?	Yes _____ No _____
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Does Proposer agree? Yes _____ Initials of authorized company representative

DEBARMENT OR SUSPENSION CERTIFICATION FORM

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transaction to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement of goods or services equal to or in excess of \$100,000. Proposers receiving individual awards of \$100,000 or more and all sub-recipients must certify that the organizations and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, this Proposer:

- (1) Certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) 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 contain 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.

Does Proposer agree? Yes _____ Initials of authorized company representative

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

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

The Conflict of Interest Questionnaire must be filed:

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

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

The Conflict of Interest Questionnaire may be downloaded from the Texas Ethics Commission's website at <https://www.ethics.state.tx.us/forms/CIQ.pdf>

Completed forms should be sent to:

Angleton Independent School District
Attn: Connie Cox
1900 N. Downing
Angleton, TX 77515

The Local Government Officers of the Angleton Independent School District are:

Board of Trustees:	Tommy Gaines
	Kimi Hunter
	Dana Tolbert
	Heather Brewer
	Justin Journeay
	Mike Sillavan
	Michael Stroman
Superintendent:	Phil Edwards

CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ****For vendor or other person doing business with local governmental entity**

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

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

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.**2** ☐ **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

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

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

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

☐ Yes ☐ No

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

☐ Yes ☐ No

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

☐ Yes ☐ No

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

4_____
Signature of person doing business with the governmental entity_____
Date

Adopted 06/29/2007

Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ <input type="checkbox"/> Other (see instructions) ▶	
	Exemptions (see instructions): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
		-		-				
Employer identification number								
		-						

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on www.irs.gov/w9 for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.