2026-106F

AWARDS, CUSTOM AND PROMOTIONAL ITEMS

Issue Date: 7/23/2026
Questions Deadline: 9/14/2026 12:00 AM (CT)
Response Deadline: 9/21/2026 02:00 PM (CT)

Contact Information

Contact: Jennifer Garcia
Address: Purchasing
BBTC
20200 Eastway Village Drive
Board, Building & Technology Center
Humble, TX 77338
Phone: (281) 641-8493
Email: jegarcia@humbleisd.net

Event Information

Number:	2026-106F
Title:	AWARDS, CUSTOM AND PROMOTIONAL ITEMS
Type:	Request For Proposal
Issue Date:	7/23/2026
Question Deadline:	9/14/2026 12:00 AM (CT)
Response Deadline:	9/21/2026 02:00 PM (CT)
Notes:	

Humble ISD is accepting proposals for **RFP 2026-106F Awards, Custom and Promotional Items** on a recurring basis.

It is the intent of the district for this RFP to combine and replace the *Custom Apparel and Accessories bid and the Awards and Promotional Items* bid. If you were previously awarded on either of the 2025-104 or 2025-105 bids, we recommend completing this bid (2026-106 Awards, Custom and Promotional Items), as those on June 30, 2027, and this one will extend until June 30, 2028.

Contracts for the 2025-104 and 2025-105 will be upheld BUT if your company was only awarded on one bid and not the other you will ONLY be allowed to provide those services. If you complete and get awarded on the new one (2026-106 Awards, Custom and Promotional Items) you will be able to provide all related services and that contract will be valid until June 30, 2028.

This is a rolling proposal. Vendors will be reviewed and awarded throughout the term of the RFP. **March 31, 2028** will be the last date to respond to be considered for award under this RFP. Vendors should submit responses to the proposal immediately to be considered for the approved vendor list.

This proposal will be effective from award date through **June 30, 2028**. Bid documents may be obtained through the District online bidding system at https://humbleisd.ionwave.net.

There is no need to resubmit if you have been previously awarded under RFP 2026-106 Awards, Custom and Promotional Items.

Thank you for your participation in this solicitation.

Bid Activities

1st Advertisement	8/5/2024
2nd Advertisement	8/12/2024
Questions Deadline	9/14/2026 10:00:00 AM (CT)
Proposals Deadline	9/21/2026 2:00:00 PM (CT)

March 31, 2027 will be the last date to respond to be considered for award under this RFP. 3/31/2028 4:00:00 PM (CT)

Bid Attachments

GUIDELINES AND SPECIFICATIONS.pdf

Download

Guidelines and Specifications for this proposal. Please read these before beginning your response.

FORM 1295 INSTRUCTIONS.pdf

Download

1295 Form - Certificate of Interested Parties - Texas Ethics Commission - This form must be attached to the "Response Attachment" tab.

REFERENCE INSTRUCTIONS.pdf

Download

Humble ISD is asking for 3-5 customer references for this RFP, preferably school districts or higher education. Please download and follow directions for sending the link to your customer references.

W9_2024.pdf

Download

All Vendor/Suppliers are asked to complete the newly issued W9 and upload to the Response Attachments tab on this solicitation.

ASBESTOS SHORT TERM WORKER NOTIFICATION.pdf

Download

Asbestos Acknowledgement - This form must be attached to the "Response Attachment" tab.

REQUEST FOR CATALOG-BROCHURE.pdf

Download

Request for Catalog -Please download and follow directions for sending the link. This form must be attached to the "Response Attachment" tab.

Requested Attachments

FORM 1295

(Attachment required)

Please review/download the instructions, in attachment tab to obtain the Form 1295 from the Texas Ethics Commission website. Register this RFP 2025-105 Awards and Promotions as the number when requesting our project number. After completing the registration, download the registered Form 1295, scan and upload it here to the Response Attachments tab. Failure to attach the Form 1295 will prevent you from submitting your RFP response.

UPDATED W9

(Attachment required)

All respondents are required to submit a W9.

CATALOG / BROCHURE ATTACHMENT

(Attachment required)

Please attach a digital copy or provide a link to your catalog.

ASBESTOS SHORT TERM WORKER NOTIFICATION

(Attachment required)

See Attachments tab, download and complete the notification and upload here.

PRICING LIST

If applicable, upload additional price listings here.

Bid Attributes

1 GENERAL INFORMATION

A. INTRODUCTION:

The attributes listed below consists of notes, links, and responses.
Please select each page on the right-hand side of the blue bar below in order to view the next page of Bid Attributes.

If an Attribute is a question that requires a response (those with ***RED ASTERISK***) that does not pertain to your company, please enter Not Applicable (N/A).

B. QUESTIONS:

Any questions related to this RFP solicitation must be submitted through the QUESTIONS TAB in the RFP online bidding system. Please note there is a cut-off date and time. Please review this solicitation in its' entirety so if you have questions, they can be submitted and we can respond to them.

C. SUBMISSION:

The online bidding system is TIME SENSITIVE. Any responses not submitted by the date and time noted will be disqualified and you will be automatically "kicked out" of the system. It is recommended that you run error checks, found on the Response Submit tab, often and early in your response submission process. You can run Error Check as many times as you need to.

2 DEVIATIONS ON SPECIFICATIONS

If your Firm intends to deviate from the Specifications listed in the attached documents, please indicate below by checking the YES - deviations included on this RFP.

PLEASE note that any such deviations must be indicated on each specific Line Item response on this RFP. Failure to indicate a deviation(s) could be cause for disqualification for the item, or disqualification by the District for the Supplier's response.

The District reserves the right to accept or reject any bids/proposals with Line Item deviations.

If there are NO deviations, please check that box below.

☐ There are no deviations ☐ There are deviations on this RFP - attached

(Required: Check only one)

3 **DISTRICT REQUIRED CERTIFICATION-NON-COLLUSION**

NON-COLLUSION CERTIFICATE:

By submission of this bid or proposal, the vendor certifies that:
a) This bid or proposal has been independently arrived at without collusion with any other vendor/bidder or with any competitor.
b) This bid or proposal has not been knowingly disclosed and will not knowingly be disclosed, prior to the opening of bids or proposals for this solicitation, to any other bidder, competitor or potential competitor;
c) No attempt has been or will be made to induce any other person, partnership or corporation to submit or not to submit a bid or proposal;
d) The person signing this bid or proposal certifies that he/she has fully informed him/herself regarding the accuracy of the statements contained in this certification under the penalties being applicable to the bidder/proposer as well as to the person signing on its behalf.

Firm hereby assigns to purchaser any and all claims for overcharges associated with this solicitation which arise under the antitrust laws of the United States, 15 USCA Section 1 and which arise under the antitrust laws of the State of Texas, Business and Commerce Code, Section 15.01.

FAILURE TO SIGN THIS CERTIFICATE MAY BE CAUSE FOR YOUR BID OR PROPOSAL TO BE REJECTED. Please check if you agree to the Non-Collusion Bidding statements above.

~~~This is your electronic signature.

☐ I have read, understand and affirm the above
(Required: Check if applicable)

4 **HB89 ACKNOWLEDGEMENT**

PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL (HB89)

Pursuant to Chapter 2270 of the Texas Government Code, Chapter 808, paragraph 227.001, the Proposer verifies that it (1) does not boycott Israel and (2) will not boycott Israel during the term of this contract or any extensions thereto. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli controlled territory, but does not include an action made for ordinary business purposes.

~~~This is your electronic signature.

☐ I am a Sole Proprietor and this does not apply. ☐ We have read, understand and affirm the above

☐ We have read, understand and decline the above
(Required: Check only one)

5 **SB252 ACKNOWLEDGMENT**

NO TERRORIST ORGANIZATIONS (SB 252):

The Proposer/Supplier verifies that neither the company, nor any subsidiaries, nor entities under common control are included in or identified on a list maintained by the Texas Comptroller's Office as a "terrorist organization".

~~~This is your electronic signature.

☐ We have read, understand and affirm the above ☐ We are on this list.
(Required: Check only one)

6 **HB 210 ACKNOWLEDGEMENT**

PROHIBITION ON CERTAIN ACTIVITY BY VENDOR

In 2025, the Texas Legislature adopted House Bill 210, which added section 11.067 to SECTION 1. Subchapter C, Chapter 11, of the Education Code. Effective September 1, 2025, the law severely limits the ability of Board Member-owned businesses to contract with their school districts. The Vendor commits a criminal offense if it receives a contract from the school and any Board Member or Board Member's family member (2nd degree of consanguinity) has a substantial interest in the business - more than 10% ownership or profits from that business. It also provides for Vendor criminal liability if the Vendor gave or promised a Board Member a gift valued at $250 or more.

For a current list of Humble ISD Board Members, please visit https://www.humbleisd.net/page/board

Full bill text:

Sec. 11.067. PROHIBITION ON CERTAIN ACTIVITY BY VENDOR.

(a) In this section, "vendor" means a company, individual, contractor, subcontractor, or professional services provider with whom a school district or open-enrollment charter school enters into an agreement, contract, memorandum of understanding, interlocal agreement, fee schedule, retainer, or similar instrument for goods or services.

(b) A vendor that bids on or receives a contract from a school district or an open-enrollment charter school commits an offense if any individual serving on the board of trustees or governing body of the district or school:

(1) has a substantial interest in the vendor or a subcontractor hired by a vendor;

(2) is related in the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who has a substantial interest in the vendor; or

(3) has received or has been promised a gift or in-kind services with a value of more than $250.

(c) An individual has a substantial interest in a vendor if the individual:

(1) owns more than 10 percent of the voting interest in the vendor; or

(2) has a direct or indirect participating interest by shares, stock, or otherwise, regardless of whether voting rights are included, in more than 10 percent of the profits, proceeds, or capital gains of the vendor.

(d) An offense under this section is a Class C misdemeanor, except that a second offense under this section is a Class B misdemeanor, a third offense under this section is a Class A misdemeanor, and a fourth or subsequent offense under this section is a state jail felony.

(e) Notwithstanding Subsection (d), any offense under this section is a state jail felony if the vendor directly or indirectly through a third party compensated the individual serving on the board of trustees or governing body of a school district or open-enrollment charter school with money, gifts, or in-kind services as consideration for the district or school entering into a contract with the vendor.

☐ I have read, understand and affirm the above

(Required: Check if applicable)

7 **SB 12 ACKNOWLEDGEMENT**

PROHIBITION ON DIVERSITY, EQUITY, AND INCLUSION DUTIES

In 2025, the Texas Legislature adopted Senate Bill 12, which added section 11.005 to SECTION 3. Subchapter A, Chapter 11, of the Education Code, among other changes. Effective September 1, 2025, the bill implements Diversity, Equity, and Inclusion (DEI) related provisions and requirements for school district contractors, including:

- Prohibition of DEI duties: School districts are not allowed to assign any DEI duties, as defined in the law, to contractors.
- Ban on DEI statements: School districts cannot request or evaluate DEI statements from contractors during the hiring or selection process.
- Training and programs: Contractors are prohibited from developing or implementing training or programs that reference protected characteristics such as race, ethnicity, or gender identity, except under specific, limited circumstances.

Applicable bill section text:

Sec. 11.005. PROHIBITION ON DIVERSITY, EQUITY, AND INCLUSION DUTIES.

(a) In this section, "diversity, equity, and inclusion duties" means:

(1) influencing hiring or employment practices with respect to race, sex, color, or ethnicity except as

necessary to comply with state or federal antidiscrimination laws;
(2) promoting differential treatment of or providing special benefits to individuals on the basis of race, color, or ethnicity;
(3) developing or implementing policies, procedures, trainings, activities, or programs that reference race, color, ethnicity, gender identity, or sexual orientation except:
(A) for the purpose of student recruitment efforts by colleges and universities designated as historically black colleges and universities in collaboration with school districts or open-enrollment charter schools; or
(B) as necessary to comply with state or federal law; and
(4) compelling, requiring, inducing, or soliciting any person to provide a diversity, equity, and inclusion statement or giving preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement.

(b) Except as required by state or federal law, a school district:
(1) may not assign diversity, equity, and inclusion duties to any person; and
(2) shall prohibit a district employee, contractor, or volunteer from engaging in diversity, equity, and inclusion duties at, for, or on behalf of the district.

(c) A school district shall adopt a policy and procedure for the appropriate discipline, including termination, of a district employee or contractor who intentionally or knowingly engages in or assigns to another person diversity, equity, and inclusion duties. The district shall provide a physical and electronic copy of the policy and procedure to each district employee or contractor.

(d) The policy and procedure adopted by a school district under Subsection (c) must ensure that an employee or contractor receives adequate due process and an opportunity to appeal disciplinary actions, including termination, in the same manner provided for other disciplinary actions.

(e) Nothing in this section may be construed to:
(1) limit or prohibit a school district from contracting with historically underutilized businesses or businesses owned by members of a minority group or by women in accordance with applicable state law;
(2) limit or prohibit a school district from acknowledging or teaching the significance of state and federal holidays or commemorative months and how those holidays or months fit into the themes of history and the stories of this state and the United States of America in accordance with the essential knowledge and skills adopted under Subchapter A, Chapter 28;
(3) affect a student's rights under the First Amendment to the United States Constitution or Section 8, Article I, Texas Constitution;
(4) limit or prohibit a school district from analyzing school-based causes and taking steps to eliminate unlawful discriminatory practices as necessary to address achievement gaps and differentials described by Section 39.053; or
(5) apply to:
(A) classroom instruction that is consistent with the essential knowledge and skills adopted by the State Board of Education;
(B) the collection, monitoring, or reporting of data;
(C) a policy, practice, procedure, program, or activity intended to enhance student academic achievement or postgraduate outcomes that is designed and implemented without regard to race, sex, color, or ethnicity; or
(D) a student club that is in compliance with the requirements of Section 33.0815.

Additionally, Senate Bill 12, added Subsection (h) SECTION 22. Section 28.0022, of the Education Code. Effective September 1, 2025, the District is required to provide a physical and electronic copy of the policy and procedure to each district or school employee or contractor. An electronic copy of the policy and procedure can be accessed here: https://pol.tasb.org/PolicyOnline/PolicyDetails?key=593&code=BT#legalTabContent Should the contractor require a physical copy of the policy and procedure, please contact the Humble ISD Administration at 281-641-8000.

Applicable bill section text:

(h) A school district or open-enrollment charter school shall adopt a policy and procedure for the appropriate discipline, including termination, of a district or school employee or contractor who intentionally or knowingly engages in or assigns to another person an act prohibited by this section. The district or school shall provide a physical and electronic copy of the policy and procedure to each district or school employee or contractor.

For access to full bill text: https://capitol.texas.gov/tlodocs/89R/billtext/html/SB00012F.htm

☐ I have read, understand and affirm the above
(Required: Check if applicable)

8 TEXAS EDUCATION CODE CH 22A-CERTIFICATION REGARDING REQUIREMENT TO REPORT MISCONDUCT AND PROHIBITIONOF INDIVIDUALS LISTED ON THE REGISTRY

Vendor hereby certifies that pursuant to Texas Education Code Section 22A.052, no employee or subcontractor of Vendor who has or will have direct contact with students has engaged in or will engage in, with a student or minor, any of the following misconduct: abuse; commission of an unlawful act; involvement or solicitation of a romantic relationship; solicitation or engaging in sexual contact with a student or minor; inappropriate communications; failure to maintain appropriate boundaries. Vendor acknowledges that if Vendor becomes aware of any evidence of misconduct by an employee or subcontractor, Vendor agrees to immediately report such to a District official and to cooperate with the investigation of the alleged misconduct by the District, TEA/SBEC, and/or law enforcement.

Vendor further certifies that pursuant to Texas Education Code Section 22A.151, no person who is listed on TEA's *REGISTRY OF PERSONS NOT ELIGIBLE FOR EMPLOYMENT IN OR PROVISION OF SERVICES TO EDUCATIONAL ENTITIES* may act as a service provider for the District and agrees not to employ, as an employee, contractor, or subcontractor, any person to act as a service provider for the District who is listed on the registry.

☐ I have read, understand and certify the above
(Required: Check if applicable)

9 TEXAS EDUCATION CODE CH 22A-PRE-SERVICE AFFIDAVIT

Pursuant to Texas Education Code Section 22A.o55, any person who will act as a service provider for the District, using he form adopted by TEA, must consent for release of the person's employment records and a pre-service affidavit with specified disclosures. If Vendor is awarded a Contract, Vendor shall ensure that each employee and subcontractor providing services to the District completes the pre-service affidavit, available at: https://tea.texas.gov/educators/investigations/preemployment-preservice-affidavit-tec-22a055-1.pdf. If a determination is made that a person providing services failed to disclose information required to be disclosed under Section 22A.055, the person against whom the determination is made shall not be permitted to act as a service provider for the District and is grounds for termination of Vendor's Agreement with the District.

☐ I have read, understand and certify the above
(Required: Check if applicable)

10 CRIMINAL BACKGROUND CHECK, INSURANCE & FINGERPRINT REQUIREMENT INFORMATION

A. CRIMINAL BACKGROUND CHECK REQUIREMENT:

If an employee of a contractor is covered under SB 9 the contractor must bear the burden of obtaining a national, fingerprint-based criminal history check. Under Section 22.0834 of the Education Code, the contractor is then required to certify to the district that the criminal history check has been performed.

The contractor, not the district, is responsible for contacting DPS directly to set up an account for the purposes of obtaining criminal history record information.

Under the statute SB 9, a contractor is required to conduct a criminal history review on an employee only when the following criteria has been met: The employer has contracted with the district to provide services. The particular employee will have continuing duties relating to the contract with the district. The particular employee will have contact with students. A contractor or sub-contractor may not work on District property or any location the District deems a place where students are regularly present when: they have been convicted of a felony or misdemeanor involving moral turpitude, as defined by Texas law they have charges pending, they have been convicted, received probation or deferred adjudication of any of the following:

1. Any offense against a child
2. Any sex offense
3. Any felony offense involving controlled substances
4. Any felony offense against property
5. Any other offense the District believes might compromise the safety of student, staff or property. A Bidder/Proposer's violation of this section shall constitute substantial failure.

If the Bidder/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. INSURANCE:
If applicable and your staff will be on ANY Humble ISD premises for delivery, training, maintenance, repairs, service, warranty or installation etc. and/or with an automobile, you must carry automobile insurance as required by law. You may be asked to provide proof of insurance.

C. FINGERPRINTING REQUIREMENT:
It is possible that a vendor may be subject to Chapter 22 of the Texas Education Code.
The Texas Education Code, Chapter 22, Section 22.0834 & 22.08341.
Statutory language may be found at: http://www.statutes.legis.state.tx.us/

If the vendor has staff that meet both of these criterion:
(1) will have continuing duties related to the contracted services; and
(2) has or will have direct contact with students

Then you have "covered" employees for purposes of completing the attached form.

ANY suppliers, company, contractors, or vendors should consult their legal counsel for guidance in compliance with this law.
If you have questions on how to comply, see below.

If you have questions on compliance with this code section, contact the Texas Department of Public Safety Non-Criminal Justice Unit, Access and Dissemination Bureau, FAST-FACT at NCJU@txdps.state.tx.us and you should send an email identifying yourself as a potential contractor to a Texas Independent School District.

Texas DPS phone number is (512) 424-2474.

Humble ISD will hold weekly Fingerprinting Sessions for Vendors and information for these sessions will be available through a link on the District's website under Human Resources.

~~~This is your electronic signature.

☐ We have read and understand the information
(Required: Check if applicable)

11 FELONY CONVICTION NOTIFICATION

Texas Education Code, 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.

Vendor is responsible for the performance of the persons, employees and/or sub-contractors. Vendor assigns to provide services for the Humble ISD pursuant to this proposal on any and all Humble ISD campus or facilities. Vendor will not assign individuals to provide services at a Humble 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 the Humble ISD Purchasing Department.

Please select the statement that applies to your company regarding the Felony Conviction Notification:

Publicly held corporation-N/A = My firm is a publicly-held corporation; therefore, this reporting requirement is not applicable.

No = My firm is not owned nor operated by anyone who has been convicted of a felony.

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

~~~This is your electronic signature.

☐ No ☐ Yes ☐ Publicly Held Corporation - N/A

(Required: Check only one)

12 FELONY CONVICTION DETAILS

If your firm is owned or operated by a convicted felon, please list the name of the felon and the details of the conviction. If not applicable, please enter N/A (not applicable).

(Required: Maximum 1000 characters allowed)

13	**CERTIFICATE REGARDING DEBARMENT SUSPENSION** 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. Contractors receiving individual awards of $100,000 or more and all sub-recipients must certify that the organizations and its principals are not suspended or debarred. Debarment and Suspension (Executive Orders 12549 and 12689)-A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM) in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension". SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. By submitting this offer and signing this certificate you (the Vendor): (1) Certifies that no suspension or debarment is in place, which would preclude receiving a federally funded contract under the Federal OMB, A-102, common rule. **~~~This is your electronic signature.** ☐ I have read, understand and affirm the above *(Required: Check if applicable)*
14	**PR/AWARD # OR PROJECT NAME REGARDING DEBARMENT** Please enter your PR/Award # or Project Name regarding debarment IF YOU HAVE ONE. If you don't have a #, please enter N/A (not applicable) *(Required: Maximum 1000 characters allowed)*
15	**OBJECTIONS TO THE PUBLIC RECORDS NOTIFICATION** Humble ISD is subject to Texas Government Code, Chapter 552 - Public Information Act; therefore, any and all information provided as a response to this solicitation will be considered public record. Additionally, tabulations may be available to the public through our Electronic bidding system and through our website. If your Firm has any objections to the release of information provided and contained in this solicitation, please list your objections below. Objections to the release of information are subject to the applicable statutes and the interpretations of the office of the Attorney General of the State of Texas. If no objections, please enter N/A (not applicable). *(Required: Maximum 1000 characters allowed)*

16 PURCHASING COOPERATIVES

Has your company been awarded a purchasing cooperative contract?

If yes, list the names of the Cooperatives and the contract #(s) you have with each.

If you have no cooperative contract award, please enter N/A (not applicable).

(Required: Maximum 1000 characters allowed)

17 INTERLOCAL AGREEMENT

Humble ISD reserves the right to enter into interlocal agreements with other governmental entities for purposes of allowing another governmental entity to utilize this RFP and any submissions hereunder for purposes of procurement.

1. Membership - Humble ISD is a member in good standing of the Central Texas Purchasing Alliance (CTPA), an alliance of over 100 school districts in Texas representing millions of students, sharing information, services, and contractual opportunities. CTPA is an alliance created in accordance with Section 791.001 of the Texas Government Code through interlocal agreements.

2. Adoption of Awarded Contracts – In support of this collaborative effort, all awards made by Humble ISD may be adopted by other active CTPA member districts in good standing. By adopting a contract from another CTPA member district, the adopting district has met the competitive bidding requirements established by the Texas Education Code, Section 44.031(a)(4) and as required by the adopting district's policies. There is no obligation on either party to participate unless both parties agree. The goods and services provided under the contract will be at the same or better contract pricing and purchasing terms established by the originating district.

3. Document Sharing between Members - To assist an adopting member district in establishing their supporting documentation, the awarded vendor's response and related documents owned by the originating district may be shared without prior notification to the awarded vendor, unless the vendor at the time of their response to the original solicitation clearly annotates that such sharing of their response is to not occur without prior permission of the vendor.

4. Adopted Contract Management – The adopting district shall be responsible for the management of the new contract and all payments to the contracted vendor. The originating district shall have no responsibilities under the new contract agreement. Upon adoption of the contract by the adopting CTPA member district, the original term of the contract and any renewal or extension options allowed under the original contract shall then transfer to the adopted contract, and such renewals options may be executed by the adopting member district at its sole discretion and independently of the originating member district's decision to execute such renewal options on the original contract.

☐ We have read, understand and agree.
(Required: Check if applicable)

18 PROVIDE THE FOLLOWING INFORMATION ON THE SUPPLIER'S REPRESENTATIVE ASSIGNED TO WORK WITH HUMBLE ISD:

Name of Supplier Representative
Title
Phone
Email Address

(Required: Maximum 1000 characters allowed)

19 PROVIDE THE PREFERRED METHOD OF PURCHASE ORDER DELIVERY

Provide the email address for the person or mailbox that should receive the Purchase Order for fulfillment.

OR

Provide fax number if faxing is preferred.

(Required: Maximum 1000 characters allowed)

20 PLEASE INDICATE IF YOUR BUSINESS IS ABLE TO ACCEPT VIRTUAL VISA PAYMENTS

Will your company accept virtual visa payments? (Yes or No)

If yes, are there any fees or limitations to paying this way? (Yes or No)

If there are fees or limitations, PLEASE indicate in the text box below.

Provide the email address or fax number that the virtual visa card remittances should be directed to.

(Required: Maximum 1000 characters allowed)

21 OPEN RECORDS POLICY

Humble ISD is a governmental body subject to the Texas Public Information Act. Responses submitted to Humble ISD as a result of this solicitation may be subject to release as public information after contracts are executed or the procurement is terminated. If a vendor believes that its response, or parts of its response, may be exempted from disclosure under Texas law, the vendor must specify page-by-page and line-by-line the parts of the response which it believes are exempt. In addition, the vendor must specify which exception(s) to the Texas Public Information Act are applicable and provide detailed reasons to substantiate the exception(s). Vague or general claims to confidentiality will not be accepted. Humble ISD assumes no obligation or responsibility relating to the disclosure or nondisclosure of information submitted by vendors. Exceptions must be attached under the response attachment tab and labeled "CONFIDENTIALITY".

~~~This is your electronic signature.

☐ I have read and understand

(Required: Check if applicable)

22 EDGAR CERTIFICATIONS

2 CFR SECTION 200 REQUIRED PROVISIONS

ADDENDUM FOR CONTRACT FUNDED BY U.S. FEDERAL GRANT

The following certifications and provisions are required and apply only when the District expends federal funds for any contract resulting from this procurement process. **Accordingly, the parties agree that the following terms and conditions apply to the Contract between the District and Vendor in all situations where Vendor has been paid or will be paid with federal funds, and only to the extent applicable to the contract type or dollar amount:**

REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II TO 2 CFR PART 200

(A) *[Applicable ONLY to contracts in excess of $250,000.]* **Contracts for more than the simplified acquisition threshold currently set at $250,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.**

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

(B) *[Applicable ONLY to contracts in excess of $10,000.]* **Termination for cause and for convenience by the grantee or sub-grantee including the manner by which it will be affected and the basis for settlement.**

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

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

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

(D) *[Applicable ONLY to prime construction contracts in excess of $2,000 where federal funds are being used for the project]* **Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis- Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented**

by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) *[Applicable ONLY to contracts in excess of $100,000 involving mechanics or laborers.]* **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.**

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

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

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

(G) *[Applicable ONLY to contracts in excess of $250,000.]* **Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and sub-grants of amounts in excess of $250,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).**

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

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

Pursuant to Federal Rule (H) above, when federal funds are expended by the District, Vendor certifies that during the term of an

award for all contracts by the District resulting from this procurement process, Vendor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

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

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

(1)

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

(2)

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying”, in accordance with its instructions.

(3)

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

(J) Procurement of Recovered Materials – When federal funds are expended, the District and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include: (1) procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; (2) procuring solid waste management services in a manner that maximizes energy and resource recovery; and (3) establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Pursuant to Federal Rule (J) above, when federal funds are expended by the District, as required by the Resource

Conservation and Recovery Act of 1976 (42 U.S.C. § 6962(c)(3)(A)(i)), the vendor certifies, by signing this document, that the percentage of recovered materials content for EPA-designated items to be delivered or used in the performance of the contract will be at least the amount required by the applicable contract specifications or other contractual requirements.

(K) Domestic Preferences for Procurements – As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all sub-awards including all contracts and purchase orders for work or products under this award. For purposes of 2 CFR Part 200.322, "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stag through the application of coatings, occurred in the United States. Moreover, for purposes of 2 CFR Part 200.322, "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum, plastics and polymer-based products such as polyvinyl chloride pipe, aggregates such as concrete, class, including optical fiber, and lumber.

Pursuant to Federal Rule (K) above, when federal funds are expended by the District, vendor certifies, by signing this document, that to the greatest extent practicable vendor will provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

(L) Ban on Foreign Telecommunications – Federal grant funds may not be used to purchase equipment, services, or systems that use "covered telecommunications" equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. "Covered telecommunications" means purchases from Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities), and video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

Pursuant to Federal Rule (L) above, when federal funds are expended by the District, vendor certifies, by signing this document, vendor will not purchase equipment, services, or systems that use "covered telecommunications", as defined by 2 CFR §200.216, equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

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

CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

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

CERTIFICATION OF EQUAL EMPLOYMENT STATEMENT

It is the policy of the District not to discriminate on the basis of race, color, national origin, gender, limited English proficiency or handicapping conditions in its programs. Vendor agrees not to discriminate against any employee or applicant for employment to be employed in the performance of this Contract, with respect to hire, tenure, terms, conditions and privileges of employment, or a matter directly or indirectly related to employment, because of age (except where based on a bona fide occupational qualification), sex (except where based on a bona fide occupational qualification) or race, color, religion, national origin, or ancestry. Vendor further agrees that every subcontract entered into for the performance of this Contract shall contain a provision requiring non- discrimination in employment herein specified, binding upon each subcontractor. Breach of this covenant may be regarded as a material breach of the Contract.

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

[Only Applicable to Contracts funded under the National School Lunch Program] The Buy American regulations promulgated by USDA and TDA require public school districts to purchase domestically grown and processed food to the maximum extent practicable. The food product must consist of agricultural commodities that were grown domestically, unless an authorized exception exists and has been approved by the District.

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

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

CERTIFICATION OF APPLICABILITY TO SUBCONTRACTRS

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

VENDOR AGREES TO COMPLY WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS, RULES, REGULATIONS, AND ORDINANCES. IT IS FURTHER ACKNOWLEDGED THAT VENDOR CERTIFIES COMPLIANCE WITH ALL PROVISIONS, LAWS, ACTS, REGULATIONS, ETC. AS SPECIFICALLY NOTED ABOVE.

☐ We have read, understand and agree to EDGAR

☐ No, we do not certify agreement to the above EDGAR

(Required: Check only one)

23 TERMS & CONDITIONS ACKNOWLEDGEMENT

Having carefully read the Standard Terms and Conditions and any Special Conditions listed in this document, the responding Supplier, by submitting their response acknowledges and agrees to the Terms and Conditions and hereby agrees to furnish all goods and services specified on the Humble Independent School District response proposal.

To review our standard terms and conditions, please visit Humble Independent School District website under Departments, choose Purchasing and scroll to the bottom of the page to click on: Humble ISD Terms and Conditions. Or you can follow this link:

https://drive.google.com/file/d/1DgJcdOsyCkn_kstt9Sl4uu4EsuVmuG6s/view?usp=sharing

☐ Yes - We read, understand and agree to the above ☐ Yes - We read, understand but have exceptions

(Required: Check only one)

24 CONTRACTED SERVICES AGREEMENT ACKNOWLEDGEMENT

CONTRACT

If services are required, the awarded Supplier(s) initial Contract Service Agreement term will be for one calendar year from the date of issue by Humble ISD. This "Initial Term" may not always be a full calendar year, but will run concurrently with the District's school calendar. There may be up to four (4) additional one-year renewal options ("Renewal Terms") depending on the Proposal terms as noted above, the date of award and upon the written agreement of both parties.

CONTRACTED SERVICE AGREEMENT:

Proposers agree to be bound by the standard terms and conditions contained in the Contracted Service Agreement.

The District's Contracted Service Agreement can be found by visiting the Humble Independent School District website under Departments, choose Purchasing and scroll to the bottom of the page to click on Contracted Service Agreement. Or you can follow this link:

https://drive.google.com/file/d/1evpjzzDNgdDMheRLruwMupSia38YReBX/view?usp=sharing

For contracts paid with federal grant funds, Proposers must further comply with the requirements of 2 C.F.R. Part 200 or similarly applicable law (see Contracted Service Agreement).

Any exceptions to the Contracted Services Agreement must be stated in writing, citing the specific provision objected to, and be attached as part of the Proposer's response. No exceptions shall be deemed effective unless the District has indicated its acceptance of the exception in a writing signed by an authorized representative of Humble ISD.

☐ Yes - We read, understand and agree to the above ☐ No - please see attached deviations

(Required: Check only one)

25	**PO REQUIREMENTS & PAYMENT TERMS** PURCHASE ORDER REQUIREMENTS: Items and/or services are to be delivered to Humble ISD only when a District approved Purchase Order has been emailed, faxed or called into your company. Under no circumstances, should items and/or services be provided to the District without a properly executed District Purchase Order. If your company provides any item and/or services without a properly drawn District Purchase Order you are not guaranteed payment and the item and/or services you provided could be considered as a donation to the District. Please inform any staff member that handles the Humble ISD account of these procedures. PURCHASE ORDER PAYMENT TERMS: Humble ISD payment terms are 30 days after receipt of goods and services. ALL Invoices may be emailed directly to Accounts Payable at accounts.payable@humbleisd.net . Humble ISD's Standard Purchase Order Terms and Conditions can be found at the following link: https://drive.google.com/file/d/1Ve2u3KlCo_YovlikvQZPpuMrdRfQvyRr/view?usp=sharing *Any deviations or exceptions to the Purchase Order Terms and Conditions as noted in the link provided must be detailed and submitted with your proposal and attached as a document in the response attachment tab in the online bidding system. The District reserves the right to accept or reject any bids/proposals with Purchase Order Terms and Conditions exceptions or deviations.* ☐ Yes - We read, understand and agree to the above ☐ No - please see attached deviations *(Required: Check only one)*

26 **CONFLICT OF INTEREST QUESTIONNAIRE-ACKNOWLEDGEMENT**

Humble ISD is required to comply with Texas Local Government Code Chapter 176, Disclosure of Certain Relationships with Local Government Officers. Any vendor who does business with Humble ISD or who seeks to do business with Humble ISD must fill out the new Conflict of Interest Questionnaire (CIQ) if a conflict of interest exists. A conflict of interest exists in the following situations:

(1) If the vendor has an employment or other business relationship with a local government officer of Humble ISD or a family member of the officer, as described by Section 176.003(a)(2)(A);
(2) If the vendor has given a local government officer of Humble ISD or a family member of the officer, one or more gifts with the aggregate value of $100, excluding any gift accepted by the officer or a family member of the officer if the gift is: (a) a political contribution as defined by Title 15 of the Election Code; or (b) a gift of food accepted as a guest: or
(3) If the vendor has a family relationship with a local government officer of Humble ISD.

"Vendor" means a person who enters or seeks to enter into a contract with a local governmental entity. The term includes an agent of a vendor. The term includes an officer or employee of a state agency when that individual is acting in a private capacity to enter into a contract. The term does not include a state agency except for Texas Correctional Industries. Texas Local Government Code 176.001(7).

"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. Texas Local Government Code 176.001(3).

"Family relationship" means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Subchapter B, Chapter 573, Government Code. Texas Local Government Code 176.001(2-a).

"Local government officer" means: (A) a member of the governing body of a local governmental entity; (B) a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or (C) an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. Texas Local Government Code 176.001(4)

For additional information on Conflict of Interest Questionnaire, and the statues that mandate it, a complete copy of Chapter 176 of the Local Government Code may be found at the following link: Texas Local Government Code, Section 176

IF VENDOR IS REQUIRED TO REPORT A CONFLICT, PLEASE USE THE FOLLOWING LINK: Conflict of Interest Questionnaire

~~~This is your electronic signature.

☐ I certify compliance with this attribute
(Required: Check all that apply)

27 **ACKNOWLEDGE SPECIFICATIONS AND GUIDELINES AS INCLUDED**

We acknowledge the Specifications and Guidelines that are included in this solicitation under the Attachments Tab, have been reviewed and our response is submitted in accordance with that document.

☐ Yes - We read, understand and affirm to the above ☐ No - please see attached deviations
(Required: Check only one)

28 **PLEASE CONFIRM YOUR PREVIOUS EXPERIENCE WITH HUMBLE ISD**

Please indicate if you have worked with Humble ISD within the past 3 years.

☐ Yes, we have done business with Humble ISD ☐ Yes, but not within the past 3 years

☐ No, we have not done business with Humble ISD.
(Required: Check only one)

29 **EMPLOYEE OF HUMBLE ISD**

Please indicate if you are an employee of Humble ISD.

☐ Yes - I am an employee of the District ☐ No - I am not an employee of the District

(Required: Check only one)

30 **EMPLOYEE OF HUMBLE ISD DETAILS**

If you indicated that you are an employee of the District, please provide us with your School/Department Name and Position. If you are not an employee of the District, please type N/A (not applicable).

(Required: Maximum 100 characters allowed)

31 **COMMUNICATIONS CERTIFICATION**

If you have had any communications with any Humble ISD employee or Humble ISD representative regarding request for your product(s)/service(s), please provide the name of the Humble ISD Individual and a brief description of the communications. If you have NOT had any communications, please type N/A (not applicable).

(Required: Maximum 1000 characters allowed)

32 **AUTHORIZED SIGNATURE**

The undersigned, in submitting this Bid/Proposal and endorsement of same, represents that he/she is authorized to obligate his/her Firm, that he/she is an equal opportunity employer and will not discriminate with regard to race, color, religion, sex, national origin, age or disability unrelated to job performance of this Bid/Proposal; that he/she will abide by all the policies and procedures of Humble ISD; and that he/she has read this entire Bid/Proposal package, is aware of the covenants contained herein and will abide by and adhere to the expressed requirements in ALL sections of this Bid/Proposal.

~~~This is your electronic signature.

☐ I have read, understand and affirm the above

(Required: Check if applicable)

Bid Lines

1 Description of items/services you are offering Humble ISD.

(Response required)

Price: $ Total: $

Supplier Notes:

☐ No bid

☐ Alternate specification *(Attach separate sheet)*

☐ Additional notes *(Attach separate sheet)*

Item Attributes

1. Please provide a description of the items/services being offered to the district.

(Required: Maximum 4000 characters allowed)

2 Please provide the percentage discount you are offering Humble ISD.
(Response required)

Total: %

Supplier Notes:

☐ Additional notes *(Attach separate sheet)*

Item Attributes

1. Installation

Does your company provide installation for the product(s) you supply?

☐ Yes we can provide installation. ☐ No we cannot provide installation.
(Required: Check only one)

3 Accessories
(Response required)

Total: %

Item Notes: This would include but not limited to, caps, tags, hats, lanyards, visors, etc.

Supplier Notes:

☐ Alternate specification *(Attach separate sheet)*

☐ Additional notes *(Attach separate sheet)*

4 Awards and Trophies
(Response required)

Price: $ Total: $

Item Notes: This would include but not limited to, awards, plaques, ribbons, trophies, etc.

Supplier Notes:

☐ Additional notes *(Attach separate sheet)*

5 Bags
(Response required)

Total: %

Item Notes: This includes but is not limited to, backpacks, totes, sports and travel, etc.

Supplier Notes:

☐ Alternate specification *(Attach separate sheet)*

☐ Additional notes *(Attach separate sheet)*

6 Custom Apparel Accessories
(Response required)

Total: %

Item Notes: This includes but is not limited to, caps, lanyards, tags, visors, etc.

Supplier Notes: _____

☐ Alternate specification *(Attach separate sheet)*

☐ Additional notes *(Attach separate sheet)*

7 Custom Apparel Wear
(Response required)

Total: %

Item Notes: This would include but not limited to, jackets, pants, shirts, shorts, t-shirts etc.

Supplier Notes: _____

☐ Alternate specification *(Attach separate sheet)*

☐ Additional notes *(Attach separate sheet)*

8 Promotional Items
(Response required)

Total: %

Item Notes: This would include but not limited to, coasters, cups, dog tags, key chains, note pads, pens, pencils, etc.

Supplier Notes: _____

☐ Alternate specification *(Attach separate sheet)*

☐ Additional notes *(Attach separate sheet)*

9 Miscellaneous items you wish to include in discount pricing.
(Response required)

Total: %

Item Notes: Including, but not limited to decal/emblems, name badges, tags, name plates, rubber stamps, etc.

Supplier Notes: _____

☐ Alternate specification *(Attach separate sheet)*

☐ Additional notes *(Attach separate sheet)*

10 Additional Items you wish to include in discount pricing.
(Response required)

Total: %

Item Notes: Any special item you may offer not in a listed category.

Supplier Notes: _____

☐ Alternate specification *(Attach separate sheet)*

☐ Additional notes *(Attach separate sheet)*

11 Additional Services
(Response required)

Price: $ Total: $

Item Notes: Including, but limited to, embroidery, engraving, screen printing, etc.

Supplier Notes: _____

☐ Additional notes *(Attach separate sheet)*

Item Attributes

1. List services that you provide for Awards and Promotional Items

(Optional: Maximum 1000 characters allowed)

12 Shipping
(Response required)

Price: $ Total: $

Item Notes: If you do not provide free shipping, please provide the cost for shipping.

Supplier Notes:

☐ Alternate specification *(Attach separate sheet)*
☐ Additional notes *(Attach separate sheet)*

Item Attributes

1. Free Shipping

☐ Yes, We do offer free shipping. ☐ No, We do not offer free shipping.
(Required: Check only one)

2. If no free shipping is provided, please provide shipping and handling policy.

(If this does not apply please respond "N/A".

(Required: Maximum 1000 characters allowed)

13 Minimum Order
(Response required)

Price: $ Total: $

Item Notes: Does your company require a MINIMUM amount? (Price or Quantity)
If you require a minimum amount please add a note. (EX: We require a minimum order of 24 shirts per order.)

Supplier Notes:

☐ Alternate specification *(Attach separate sheet)*
☐ Additional notes *(Attach separate sheet)*

Item Attributes

1. Does your company require a minimum dollar amount or quantity?

If "yes" please indicate the requirements. If "no" please list "N/A".

(Optional: Maximum 1000 characters allowed)

Supplier Information

Company Name:

Contact Name:

Address:

Phone:

Fax:

Email:

Supplier Notes

By submitting your response, you certify that you are authorized to represent and bind your company.

Print Name

Signature