



At a meeting of the Gilmer City Council on May 26, 2026, the City council approved an RFP for Professional IT Services. This RFP notice is published in the Gilmer Mirror on Thursday, June 4, 2026, and Thursday, June 11, 2026.

CITY OF GILMER REQUEST FOR PROPOSALS (RFP)

RFP 2026 – Professional IT Services

Sealed Proposal Bids Due Date: Tuesday, July 7, 2026, at 1:00 p.m.

I. PURPOSE

The City of Gilmer (City) is soliciting sealed Request for Proposals (RFP) beginning October 1, 2026, from qualified firms to provide professional Information Technology (“IT”) services.

The City seeks a responsive and experienced technology partner capable of supporting municipal operations for multiple departments, cybersecurity, network infrastructure, cloud services, user support, strategic technology planning, and regulatory compliance.

Sealed proposals are due in the City Secretary’s Office by Tuesday, July 7, 2026, at 1:00 p.m. Sealed proposals will be opened on Tuesday, July 7, 2026, at 1:00 p.m. in the City Hall Council Chambers located at 110 Buffalo St., Gilmer, TX 75644. To be considered, the sealed proposal must address each of the services required.

II. REQUIREMENTS

The selected firm shall provide professional IT services including help desk support, network administration, cybersecurity services, server and cloud management, disaster recovery planning, strategic technology planning, public safety systems support, and procurement assistance. The awarded vendor must demonstrate a proven track record in municipal and/or county IT support services in Texas, including handling multi-departmental IT support, CJIS compliance, and experience with secure network setups for critical infrastructure. Firm shall provide Professional IT Services on an on-call basis for specific projects.

Services shall consist of:

- 24/7 remote and on-site support capabilities for critical infrastructure, including real-time monitoring.
- Experience with enhanced security measures, including multi-factor authentication, endpoint hardening, and email security.
- Emergency response and continuity planning expertise to ensure uninterrupted operations for key departments, such as Police and Fire Departments.

Firms may be required to perform site visits, document site observations, participate in progress meetings, verify compliance with specifications, and other services to support quality assurance efforts.

The successful Firm will need to demonstrate the ability to work collaboratively with City staff, the public and elected officials in performing the requested activities. The project deliverables outlined below, represent the minimum work items required to complete IT Services. Firms must develop an overall project plan that incorporates each project phase. Firms may recommend additional activities and add or modify deliverables.

Proposal Submission Requirements:

1. FIRM & PROJECT TEAM BACKGROUND (5 page maximum)

- Briefly introduce the Firm and provide number of years in business. What is the Mission/Vision statement and primary purpose or focus of the work of the Firm?
- List up to five (5) similar projects and any awards associated with those projects.
- Who are the principals/leaders of the Firm and what is their background, years of experience and role in relation to this project.
- A minimum of 10 years' experience in municipal and/or county government IT services with documentation.
- Certifications for key personnel (e.g., CompTIA, Microsoft, and CJIS compliance). *CJIS Compliance Experience: All personnel assigned to support sensitive City departments, such as law enforcement, must have documented experience ensuring CJIS (Criminal Justice Information Services) compliance. Vendors should provide proof of successful CJIS compliance implementation for multiple government entities, demonstrating their familiarity with CJIS security standards and protocols. Cybersecurity Standards Compliance: Vendors must demonstrate adherence to NIST or equivalent cybersecurity standards, particularly for network and endpoint security.*
- Detailed description and a list of completed municipal and/or county projects demonstrating multi-site and secure network management.

- Provide the total number of projects your Firm will be managing in addition to this project during the period of performance based upon executed contracts and any vendor negotiations.
- List members of the proposed project team, list years of experience, list work on similar projects and role in those projects and list proposed role and responsibilities for this project. Include resumes for each person to be assigned. Include any professional designations and affiliations, certifications and licenses, etc.
- List the home office address of each proposed team member.
- Include the same for any associate Firm or sub-consultant (make this the last point of this section so that we capture all of this information for all parties).

2. PROJECT EXPERIENCE AND QUALIFICATIONS (5 page maximum)

- Describe at least three (3) projects that are complementary in nature to this project using the form attached hereto as CLIENT REFERENCE FORM. References for each project should be included (preferably other cities, towns or local governments in Texas that the Respondent has provided services to).
- Describe the experience of the firm in the last thirty-six (36) months in performing services of similar scope and size.
- Identify the Project Manager and each individual who will work as part of this engagement. Include resumes for each person to be assigned. Include any professional designations and affiliations, certifications and licenses, etc.
- Provide an organizational chart indicating positions and name of the core management team that will undertake this engagement. Three to five municipal and/or county government references within Texas from the past 36 months.
- Proof of previous experience in IT service agreements for local government clients of similar complexity, demonstrating the ability to manage networks spanning multiple departments.

3. METHODOLOGY AND TECHNICAL APPROACH (3 page maximum)

- Provide a narrative description of the firms' plan to accomplish the work and services to be provided to City.
- Clearly acknowledge your understanding of the scope of work, including a detailed approach to completing this project in a phase-by-phase fashion, including the time frame expected to complete each phase and staff assignments for each phase of the project.
- Provide suggestions and ideas for completing this project in an efficient, effective and innovative manner.

- Clearly identify materials and knowledge resources that the firm will need from City to complete this project.
- Identify progress reports that will be made available during the process and key decision points.
- Clearly distinguish the firms' duties and responsibilities and those of City. Absence of this distinction shall mean the firm is assuming full responsibility for all tasks.
- Examples of successful projects, emphasizing innovation and efficiency.

4. COST PROPOSAL (3 page maximum)

- Provide a detailed cost proposal broken down by task or phase. City may elect to complete any combination of tasks or phases. Indicate any cost savings available by completing one or more or any combination of tasks or phases.
- Travel and other reimbursable fees must be estimated and submitted separately from professional fees.
- The City anticipates a fixed not-to-exceed contract amount for all phases of work. Include hourly rates for employees, number of hours proposed by employee and their designated assignments, tasks by general position.
- Vendors are required to submit estimated costs for any non-standard services to ensure transparency in budgeting.
- The actual contract amount will be negotiated after the firm has been selected and the scope of work finalized.

5. CERTIFICATION AND ACKNOWLEDGEMENT PAGE

LITIGATION DISCLOSURE

Disclose any known claims for losses, professional negligence, damages, or indemnification, including any settled, threatened, or ongoing litigation or arbitration, in which the Firm, any current employee of the Firm, and/or any proposed sub-consultant of the Firm listed in your Proposal, are listed as a party or potential party, which arose or occurred within the last four (4) years. City reserves the right to disqualify any Respondents and/or sub-consultants based on potential or perceived conflicts of interest related to prior and ongoing claims involving City.

6. ADDITIONAL REQUIREMENTS AND STANDARDS FOR CONSIDERATION

Minimum Technical Standards

- Experience with Complex Network Architectures: Proven experience supporting IT infrastructures with a mix of fiber, Ethernet, and wireless connectivity across multiple City-owned locations, each with unique security needs (e.g., Police Department, Fire Stations, Utility Billing, Water Treatment).

- Data Backup and Disaster Recovery Expertise: Vendors should provide a sample or description of past disaster recovery approaches for municipalities and/or counties.
- Advanced Endpoint Security and Access Controls: Demonstrated experience implementing multi-factor authentication, endpoint hardening, and access control measures for municipal and/or county clients.

Service Levels and Response Times

- Guaranteed Response Times for Emergencies and Critical Issues: Response within 30 minutes for critical incidents affecting public safety departments and full resolution within 4 hours.
- 24/7 Support Capabilities with Rapid On-Site Response: Vendors must have established 24/7 support protocols, with a plan for rapid on-site response if located outside a 50-mile radius.

Enhanced Security Practices

- Vetting for New Hardware and Software: Vendors must document their process for vetting all new hardware and software to ensure compatibility and adequacy for City needs.
- Controlled Access to Administrative Credentials: Any request for administrative credentials must follow a strict written request process.
- Experience with Multi-Location Support for Government Clients
- Project Examples with Geographic Complexity: Vendors should provide examples of supporting multi-site municipal and/or county government infrastructure with varying security requirements.
- Previous Success with Similar Government Entities: Documentation of experience with municipalities and/or counties of similar size and needs as Gilmer.

Advanced Documentation and Reporting

- Monthly and Quarterly Performance Reporting: Vendors should provide monthly status reports and quarterly performance reviews covering incident response times, network health, security incidents, and infrastructure recommendations.
- Inventory and Asset Tracking: Vendors must have a documented process for asset tracking and maintenance, or a dedicated tracking system to manage IT assets.

References from Comparable Government Scope of Work

- Minimum of Three Texas Government References: Vendors must submit at least three references from Texas municipalities and/or counties with a scope of work of similar complexity, confirming expertise in multi-site IT support, network management, and CJIS compliance.

The City will provide information upon request regarding insurance requirements, IT environment summary, conflict of interest forms, and vendor certification forms. Please see Section VII. Bid Award and Pricing – Point of Contact for request submissions. Information related to this Solicitation will only be provided through the Gilmer City Secretary. Information about this Solicitation received through any other means may be inaccurate and result in a Respondent's submittal being incomplete which could ultimately render the Respondent's Proposal non-compliant. The City accepts no responsibility for information obtained through any other source.

Insurance Requirements:

- a. The selected vendor shall maintain General Liability, Professional Liability, Workers Compensation, and Cyber Liability insurance coverage specific to municipal and/or county service contracts.

Legal Requirements:

- a. The selected vendor shall comply with all applicable federal, state, and local laws, including Texas Government Code Chapter 2254.002 (Professional Services Procurement Act), which must be a sole proprietorship, partnership, corporation, or other legal entity registered to do business in the State of Texas with demonstrated competence and qualifications and with considerable experience in providing Professional IT Services.
- b. Minority business enterprises and/or historically underutilized businesses will be afforded full opportunity to submit Proposals in response to this invitation and will not be discriminated against on the basis of race, color, creed, gender, age, religion, national origin, mental or physical disability, veteran's status or political affiliation in consideration for an award.
- c. Effective January 1, 2006, Chapter 176 of the Texas Local Government Code (House Bill 914) requires that any Respondent or person considering doing business with a local government entity disclose the Respondent or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. The Conflict of Interest Questionnaire form is available from the Texas Ethics Commission (TEC) at www.ethics.state.tx.us. Any completed Conflict of Interest Questionnaires shall be submitted to City. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest may automatically result in the disqualification of the Respondent's offer.

- d. Contracting hereunder may require compliance with §2252.908 Texas Government Code/Disclosure of Interested Parties for contracts that (1) require an action or vote by City Council before the contract may be signed; or (2) has a value of at least \$1 million. The law provides that a governmental entity may not enter into certain contracts with a business entity unless the business entity submits a Disclosure of Interested Parties certificate to the governmental entity at the time the business entity submits the signed contract to the governmental entity or state agency. Disclosure of Interested Parties certificate must be performed using the Texas Ethics Commission's electronic filing application listing each interested party of which the business entity is aware on Form 1295, obtaining a certification of filing number for this form from the TEC, and printing a copy of it to submit to City.
- e. City may, by written notice to the Respondent, disqualify the Respondent without liability if it is determined by City that any gift or thing of value, whether in the form of money, services, credits, loans, travel, entertainment, hospitality, promise, or any other form, were offered or given by the Respondent or any agent or representative of the Respondent to any officer or employee of City with the intent of influence such officer or employee as a reward for any decision, opinion, recommendation, securing the Agreement or securing favorable treatment with respect to awarding or amending or the making of any determinations with respect to performance of the Agreement.
- f. Prohibited Firms:
 1. City will not conduct business with Respondents who have failed to comply with their contracts and have been debarred from doing business with the State of Texas or the federal government.
 2. Successful Respondent must affirm, in any resulting contract, that (i) it does not Boycott Israel; and (ii) will not Boycott Israel during the term of any resulting Contract. This section may not apply if the Company is a sole proprietor, a non-profit entity or a governmental entity; and only applies if: (i) the Company has ten (10) or more full-time employees and (ii) the Contract has a value of \$100,000.00 or more to be paid under the terms of the Contract.
 3. Successful Respondent must affirm, in any resulting contract, that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization.
 4. Successful Respondent must affirm, in any resulting contract, that it does not boycott energy companies, and will not boycott energy companies during the term of the Agreement.
 5. Successful Respondent must affirm, in any resulting contract, that it (i) does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association; and (ii) will not discriminate against a firearm entity or firearm trade association during the term of the Agreement.
 6. Successful Respondent must affirm, in any resulting contract, that it is not (i) owned or controlled by (a) individuals who are citizens of China, Iran, North Korea,

Russia, or a designated country; or (b) a company or other entity, including a governmental entity, that is owned or controlled by citizens of or is directly controlled by the government of China, Iran, North Korea, Russia, or a designated country; or (ii) headquartered in China, Iran, North Korea, Russia or a designated country.

III. GENERAL INFORMATION

The City of Gilmer is a home-rule municipality, founded in 1848, is the county seat of Upshur County. Gilmer is located 35 miles northeast of Tyler and 22 miles northwest of Longview. The City has a population of 5,100 within the Gilmer ISD school district. The City of Gilmer operates under a council-manager form of government. The governing body is comprised of one (1) at-large elected mayor, two (2) at-large elected council members, and four (4) council members elected from their respective districts. The length of office for all Council members and the mayor is two-year staggered terms. The City Council appoints the City Manager, City Attorney, and Municipal Court Judge. All other staff members work either directly or indirectly under the direction of the City Manager.

IV. TERM OF AGREEMENT

The City anticipates entering into an agreement for an initial term of three (3) years with optional renewals upon mutual agreement. The term of the Agreement shall become effective from date listed in the contract approved by the City of Gilmer, and shall continue in effect with firm fixed fees, prices until all obligations are performed in accordance with the terms and conditions herein.

V. SUBMISSION OF RESPONSE

Deliver: Proposals must be sealed and may be mailed or hand delivered. Sealed Proposals for “RFP 2026 - Professional IT Services” are due on Tuesday, July 7, 2026, at 1:00 p.m. in the City Secretary’s Office.

Proposal packets are required to include three (3) copies.

Please include the following on the sealed bid envelope:

“RFP 2026- Professional IT Services – TO BE OPENED: 07-07-2026 AT 1:00 p.m.”

Proposals received after Tuesday, July 7, 2026, at 1:00 p.m., will be returned unopened.

The City reserves the right to reject any proposals, request additional information concerning any proposals for clarification, and waive any irregularities and informalities in the submittal and evaluation process. This RFP does not obligate the City to pay any cost incurred by respondents in the preparation of the proposals. Furthermore, this RFP does not obligate the City to accept or contract for any implied services.

Mailing Address and Hand Delivery Address:

City of Gilmer
Attn: Deana Powell, City Secretary
110 Buffalo St.
Gilmer, TX 75644

Your qualifications shall be governed by the following schedule:

Tuesday, May 26, 2026

This RFP was approved by City Council.

Thursday, June 4, 2026, and Thursday, June 11, 2026

This RFP notice is published in the Gilmer Mirror.

Wednesday July 1, 2026, at 4:00 p.m., Central Standard Time (CST)

Deadline for inquiries, questions, or requests for information regarding this request for proposal.

Tuesday, July 7, 2026, at 1:00 p.m., Central Standard Time (CST)

Sealed bid proposals are due in the City Secretary's Office. The date and time received shall be noted on the envelope or box and initialed. Proposals cannot be altered or amended after the submission deadline. Any interlineations, alterations, or erasures made before bid opening must be initialed by the signor of the proposal, guaranteeing authenticity. Bids Proposals received after the published deadline shall remain unopened and be returned to the vendor/contractor(s).

Tuesday, July 7, 2026, at 1:00 p.m., Central Standard Time (CST)

Sealed bids will be opened and publicly read in the City Hall Council Chambers located at 110 Buffalo St., Gilmer, TX 75644. Bids that received, which are unmarked, shall be opened for identification purposes only and resealed. The envelope or box shall be marked accordingly.

Wednesday, July 15, 2026, and Thursday, July 16, 2026

Finalist's Interviews and or Presentations (if any) to Evaluation Committee. Proposers reasonably subject to being selected based on the criteria set forth in this RFP may be given an opportunity to make a presentation and/or interview with the Evaluation Committee. The presentation process may allow Respondents to demonstrate their proposal offering, explaining and/or clarifying any unusual or significant elements related to their proposals. At this stage, Respondents shall not be allowed to alter or amend their proposals.

Finalists selected for interviews and/or presentations must be available during regular business hours on 7-15-2026 & 7-16-2026, as arranged with the City, if interviews are

conducted. Following any presentation and/or interviews, proposals will be ranked pursuant to the criteria listed herein and contract negotiations will begin with the top ranked Firm. Should negotiations with the highest ranked Firm fail to yield a contract, or if the Firm is unable to execute the City's contract, negotiations will be formally ended and then commence with the second highest ranked Firm, etc. However, the City, may in its sole discretion, negotiate and award a contract without presentations or interviews, based solely on information supplied in the proposal responses.

VI. EVALUATION PROCESS

Selection may be made of one or more Proposers deemed to be fully qualified and best suited among those submitting proposals. Presentations and/or interviews may be conducted by one or more Proposers selected. The City reserves the right to award based on the responses received or to negotiate with any or all of the Proposers selected. Price shall be considered, but shall not be the sole determining factor. The City shall select the Proposer which, in the City's opinion, has made the Proposal most beneficial to the City for award. Should the City determine in writing and in its sole discretion that only one Proposer is fully qualified or that one Proposer is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that Proposer. The executed Agreement will incorporate all the requirements, terms and conditions of the solicitation and the Proposer's proposal as negotiated.

The City reserves the right to reject any or all proposals, request additional information concerning proposals for clarification, waive any irregularities and informalities in the submittal and evaluation process, negotiate contract terms, and/or cancel and reissue the RFP.

The evaluation process may include, but is not limited to the following steps. Steps may be omitted or reordered depending on the proposal evaluation requirements. For example, Best and Final Offers may be required prior to Interviews and/or Presentations.

Proposals will be evaluated based on the following criteria:

- (Pass/Fail) - Respondents must provide comprehensive responses to every section within this RFP in the described format. It is not the intent of City to constrain Respondents with regard to content, but to assure that the specific requirements set forth in this RFP are addressed in a uniform manner amenable to review and evaluation. Failure to do so may result in your proposal being disqualified from further review and consideration
- (30 Points) – Technical/Project Experience and Qualifications
- (20 Points) - Responsiveness and Support Model
- (10 Points) - Municipal and Law Enforcement Experience
- (10 Points) - Cyber Security Capabilities

- (30 Points) - Cost Proposal - Price shall be considered, but shall not be the sole determining factor.

Following the technical and cost proposal evaluation, City will compile the final scores. If the Evaluation Committee determines that clarifying information is not required, the evaluation process is complete. The award recommendation will be made to the Respondent which, in City's opinion, has submitted the proposal most beneficial to City for award. City reserves the right to check any reference(s), regardless of the source of the reference information. Information may be requested and evaluated from references. City reserves the right to use a third party to conduct reference checks. Only top scoring Respondents may receive reference checks and negative references may eliminate Respondents from further consideration.

Selected firms may be given an opportunity for oral interviews, presentations and/or demonstrations via an invitation from City. The presentation process will allow Respondents to demonstrate their proposal offering, explaining and/or clarifying any unusual or significant elements related to their proposals. At this stage, Respondents shall not be allowed to alter or amend their proposals.

The Evaluation Committee will score each presenting Respondent:

- (30 points) Oral Interviews

The Evaluation Committee will make its recommendation for award based on the Respondent with the highest point total. Total score being determined using the following formula:

(original technical score + original cost score) + (oral interview score) = final total score.

The Evaluation Committee may determine that Best and Final Offers are required. If Best and Final Offers are requested and submitted by Respondents, they will be evaluated using the stated criteria and scored by the Evaluation Committee. (Respondents are highly encouraged to provide its best offer in the original proposal. Respondents should not expect that City will request a Best and Final Offer).

The Evaluation Committee will make its recommendation for award based on the Respondent with the highest point total. Total score being determined using the following formula:

(original technical score + oral interview score) + (best and final offer cost score) = final total score

VII. BID AWARD AND PRICING

The bids shall remain on file, open for inspection, for at least forty-eight (48) hours before the contract may be awarded. After your response to this RFP is submitted, the City will go through the Evaluation Process for the chosen services, which the City Council will approve at the earliest date of, **Tuesday, July 28, 2026**.

The City of Gilmer shall be responsible for preparing a tabulation sheet for all bids received that will be made available to the public upon request. The tabulation sheets will be forwarded to the City Council to make the final decision on an award.

VIII. POINT OF CONTACT

Effective immediately upon release of this solicitation and until contract award, all official communications from proposers regarding the requirement of this Request For Proposals (RFP) shall be directed to the City's single point of contact designated below. All questions and inquiries about this Solicitation shall be submitted in writing to:

Deana Powell
City Secretary
E-mail: dpowell@etex.net
Phone: 903-843-2552

Questions received after the stated deadline, other than those presented in any pre-proposal conference (if applicable), will not be answered. All questions and answers are considered part of this RFP.

IX. NOTICE

Any notice provided by this RFP, or required by law, is to be given by the City of Gilmer. Any interpretations, corrections, or changes to this RFP will be made by addenda. The sole issuing authority of addenda shall be the City of Gilmer City Secretary. The addenda will be mailed or emailed to all who have received a copy of this request for proposal. All addenda issued prior to the due date and time for responses are incorporated into the RFP and must be acknowledged in the Proposal response. Only written information provided shall be binding. Oral or other interpretations shall not be binding and are held without legal effect.

Proposers shall not attempt to contact City Council members, City staff or Management directly during the pre-proposal or post-proposal period unless and until an award has been made, and any resulting contract or agreement has been executed. The City intends to respond to all appropriate questions or concerns; however, the City reserves the right to decline to respond to any question or concern.

All Responses are subject to release as public information unless the Response or specific parts of the Response can be shown to be exempt from the Texas Public Information Act. Respondents are advised to consult with their legal counsel regarding disclosure issues and

take the appropriate precautions to safeguard trade secrets or any other proprietary information. City assumes no obligation or responsibility for asserting legal arguments on behalf of potential Respondents.

If a Respondent believes that a Response or parts of a Response are confidential, then the Respondent shall so specify. The Respondent shall stamp in bold red letters the term "CONFIDENTIAL" on that part of the Response, which the Respondent believes to be confidential. Vague and general claims as to confidentiality shall not be accepted. All Responses and parts of Responses that are not marked as confidential will be automatically considered public information.

X. WITHDRAWAL OF PROPOSALS BY RESPONDENT

A proposal may be modified or withdrawn by the Proposer any time prior to the time and date set for the receipt of proposals in accordance with the following guidelines.

- Proposer shall notify the City Secretary's Office in writing of its intention to withdraw a previously submitted proposal.
- If a change in the proposal is requested, the modification must be worded by the Proposer as to not reveal the original amount of the proposal.
- Proposals withdrawn and modified must be resubmitted to the City Secretary's Office no later than the time and date set for the receipt of proposals.
- No proposal can be withdrawn after the time set for the receipt of proposals and for a minimum of ninety (90) days thereafter.

XI. PROTEST PROCEDURES

1. Proposers are advised that protests of specifications, terms, conditions or any other aspect of this solicitation, must be made prior to the proposal due date. Protest of specifications and solicitation terms and conditions made after the due date and time will not be considered by the City Secretary's Office.
2. Protest of award must be made immediately, and in no event later than five (5) days after the aggrieved party knows, or should have known, the facts giving rise thereto. All protests must include the following information:
 - The name, address and telephone number of the protestor.
 - The signature of the protestor or protestor's representative.
 - The solicitation or contract number.
 - A detailed statement of the legal and/or factual ground of the protest.
 - The form of relief/result requested.
3. Protests shall be mailed to the City Secretary's Office, PO Box 760, Gilmer, TX 75644, Attention: City Secretary. Award will be made in the best interest of the City.

CERTIFICATION AND ACKNOWLEDGEMENT

The undersigned, as an authorized agent of the Respondent, hereby certifies:

The Respondent is in receipt of _____ addenda.

The Respondent certifies:

- that (i) it does not Boycott Israel; and (ii) will not Boycott Israel during the term of the Contract. This section does not apply if the Company is a sole proprietor, a non-profit entity or a governmental entity; and only applies if: (i) the Company has ten (10) or more fulltime employees and (ii) this Contract has a value of \$100,000.00 or more to be paid under the terms of this Contract pursuant to Texas Government Code, Chapter 2271, Section 2271.002.
- that it does not do business with Iran, Sudan, or a foreign terrorist organization pursuant to Texas Government Code, Chapter 2252, Section 2252.153.
- that it does not boycott energy companies, and will not boycott energy companies during the term of the Agreement pursuant to Texas Government Code, Chapter 2274, Section 2274.002.
- that it (i) does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association; and (ii) will not discriminate against a firearm entity or firearm trade association during the term of the Agreement pursuant to Texas Government Code, Chapter 2274, Section 2274.002.
- that it is not (i) owned or controlled by (a) individuals who are citizens of China, Iran, North Korea, Russia, or a designated country; or (b) a company or other entity, including a governmental entity, that is owned or controlled by citizens of or is directly controlled by the government of China, Iran, North Korea, Russia, or a designated country; or (ii) headquartered in China, Iran, North Korea, Russia or a designated country pursuant to Texas Government Code, Chapter 2274.
- that it is qualified to perform the work and services outlined in this RFP.
- that the Proposal has been arrived at independently and submitted without collusion with any other Respondent, CITY staff or CITY contractor, and the contents of the Proposal have not been communicated by the Respondent or, to the Respondent's best knowledge and belief, by any one of its employees or agents to any person not an employee or agent of the Respondent, and will not be communicated to any person prior to CITY's final action on this RFP prior to contract award. Nothing in this paragraph shall be construed to prevent or preclude two or more companies or persons from joining together to submit a Proposal for the work.
- that the offers, terms and conditions of the Proposal will remain valid and effective and may be relied upon by CITY for a period of ninety (90) days following the Proposal closing date and time as identified in this RFP or addenda.
- that it has provided disclosure of all known claims for losses, damages, or indemnification, including any settled, threatened, or ongoing litigation, as required in Submission Requirements.

Signed By: _____ Title: _____

Typed Name: _____ Company Name: _____

Phone No.: _____ Email: _____

Remit Address: _____

P.O. Box or Street City State Zip

Federal Tax ID No.: _____ DUNS No.: _____

Date: _____

CLIENT REFERENCE FORM

Project No. 1

Project Owner: _____

Project Name: _____

General Description of Project:

Project Cost: _____ Date Project Started: _____

Project Manager: _____

Project Technical Lead (if different): _____

Was original contract price met: Yes No

If No, please explain:

Was original contract schedule met: Yes No

If No, please explain:

Reference contact information (listing names indicates approval to contacting the named individuals as a reference):

Owner Name: _____

Organization Name: _____

Owner Telephone Number: _____ Owner Email: _____

CLIENT REFERENCE FORM

Project No. 2

Project Owner: _____

Project Name: _____

General Description of Project:

Project Cost: _____ Date Project Started: _____

Project Manager: _____

Project Technical Lead (if different): _____

Was original contract price met: Yes No

If No, please explain:

Was original contract schedule met: Yes No

If No, please explain:

Reference contact information (listing names indicates approval to contacting the named individuals as a reference):

Owner Name: _____

Organization Name: _____

Owner Telephone Number: _____ Owner Email: _____

CLIENT REFERENCE FORM

Project No. 3

Project Owner: _____

Project Name: _____

General Description of Project:

Project Cost: _____ Date Project Started: _____

Project Manager: _____

Project Technical Lead (if different): _____

Was original contract price met: Yes No

If No, please explain:

Was original contract schedule met: Yes No

If No, please explain:

Reference contact information (listing names indicates approval to contacting the named individuals as a reference):

Owner Name: _____

Organization Name: _____

Owner Telephone Number: _____ Owner Email: _____

EXCEPTIONS FORM

REQUEST FOR PROPOSAL: PROFESSIONAL IT SERVICES

Should your firm take exception to ANY of the terms and conditions in the Professional Services Agreement, or other contents provided in the Request for Proposal submit the following form with your RFP. If no exception(s) are taken, enter "NONE" for the first item. Make additional copies of this form if necessary.

Page Number: _____ Section Title: _____

Paragraph Number: _____ Exception Taken: _____

Page Number: _____ Section Title: _____

Paragraph Number: _____ Exception Taken: _____

Page Number: _____ Section Title: _____

Paragraph Number: _____ Exception Taken: _____
