

COUNTY OF COMAL, TEXAS



REQUEST FOR PROPOSAL # 2012-300

CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

PROPOSALS DUE: March 13, 2012

**Comal County Purchasing Office
1297 Church Hill Dr.
New Braunfels, TX 78130
(830) 643-5850**

www.co.comal.tx.us

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RFP 2012-300

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If any of the above items are not included, you should immediately contact the Comal County Purchasing Department, 1297 Church Hill Dr., New Braunfels, Texas, 78130, or at (830) 643-5850 and request the missing information.

Comal County assumes no responsibility for omissions or duplications because of the arrangement of the proposal documents conditions and/or specifications.

Ramona Womack, CPPB
Comal County Purchasing Director

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Pursuant to General Specifications listed below and/or attached, the undersigned makes the following offer, F.O.B. New Braunfels, Texas, with allowable exempt taxes (if applicable), having been removed from proposal price.

CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

The enclosed REQUEST FOR PROPOSAL (RFP) and accompanying documents are for your convenience in submitting a RFP for CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT for the COMAL COUNTY JAIL.

The County of Comal does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services.

IMPORTANT DATES:

EVENT	LOCATION	DATE	TIME
RFP Issue/Release Date	Comal County Purchasing, 1297 Church Hill Drive, New Braunfels, Texas or www.co.comal.tx.us	February 17, 2012	8:00 A.M.
Pre-Proposal Conference	Comal County Sheriff's Office, 3005 W. San Antonio St., New Braunfels, TX	February 29, 2012	10:00 A.M.
Deadline for Questions and Concerns	Comal County Purchasing, 1297 Church Hill Drive, New Braunfels, Texas, 830-643-5850	March 7, 2012	5:00 P.M.
Proposal Closing Date (Due/Open Date)	Comal County Purchasing, 1297 Church Hill Drive, New Braunfels, Texas or www.co.comal.tx.us	March 13, 2012	10:00 A.M.
Pre-Award Interviews and Conferences, <i>if necessary</i>	TBD		
Award	Comal County Commissioners Court, 199 Main Plaza, New Braunfels, TX	March 22, 2012	8:30 A.M.

Offeror shall sign and date the offer, and attached forms, as requested. Offers, which are not signed and dated in this manner, may be rejected.

RETURN OFFER TO:

ADDRESS:
RAMONA WOMACK, CPPB
COUNTY PURCHASING DIRECTOR
1297 CHURCH HILL DR.
NEW BRAUNFELS, TEXAS 78130

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Please note that all offers **must be received at the designated location by the deadline shown**. Offers received after the deadline **will not be considered** for the award of the Contract and shall be considered void and unacceptable in accordance with state law.

COMAL COUNTY is very conscious and extremely appreciative of the time and effort you have expended to submit an offer. We would appreciate it if you would indicate on any "No Offer" response, any requirement of this RFP which may have influenced your decision to "No Offer". If your response to this RFP is a "No RFP" response, please complete the Statement of No RFP in this RFP and submit.

Any prospective Offeror desiring any explanation or interpretation of the solicitation must make a written request at least five (5) days prior to the scheduled time for the RFP/offer opening. The request must be addressed to Ramona Womack, County Purchasing Director, at the address stated above or faxed to (830) 608-2031. Any information resulting in a change to RFP documents given to a prospective Offeror concerning this solicitation will be furnished promptly to all other known prospective Offeror as a written amendment/addendum to the solicitation. Comal County reserves the right to accept or reject any or all RFP's/offers as it deems in its best interest and to waive any informalities.

It is the Offeror responsibility to verify the issuance of Addenda in regard to this RFP/Offer. All Addenda shall be submitted to all known Offerors and shall be posted on the Comal County Purchasing Website http://www.co.comal.tx.us/PUR_RFP'S.htm. Comal County shall not be responsible for failed internet connections or power interruptions.

Ramona Womack, CPPB
County Purchasing Director

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CERTIFICATION OF OFFEROR

- 1) Offeror hereby assigns to Purchaser any and all claims for overcharges associated with this contract which arises under the antitrust laws of the United States, 15, USCA section 1et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, section 15.1, et seq.
- 2) The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other Offeror, and that the contents of this proposal as to price, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engages in this type of business prior to the official opening of this proposal. By my signature hereon, I certify that the Goods and/or Services that I propose to furnish will meet or exceed every specification contained herein, and that I have read each and every page of the Specifications/Statement of Work, other requirements, as well as, the Standard Terms & Conditions and Bid/Offer Sheet. I am aware that, once accepted by Comal County, my offer becomes a binding Contract in accordance with the provisions herein of the aforementioned Contract documents, and that I will not be permitted to attempt enforcement of any other Contract or Contract provisions.

Legal Name of Contracting Company

Contact Name

Title

Mailing Address

City and State

Zip Code

Phone Number

Fax Number

Signature

Print Signature

E-Mail Address

*****This page must be page 1 of the proposal, or the proposal may be rejected*****

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ARTICLE I
PURCHASE PROVISIONS

Comal County, Texas, (hereinafter referred to as "County") is requesting proposals from qualified Offeror for **Cell Block Door Locking Device and Manual Release Cabinet Retrofit**, in accordance with the requirements specified herein and including all provisions set forth in the accompanying documentation.

1.1 **Purpose:** The purpose of these specifications is to provide sufficient information to allow Offeror the opportunity to propose on the requirements for **Cell Block Door Locking Device and Manual Release Cabinet Retrofit**.

1.2 **Contacts:** Any prospective Offeror desiring any explanation or interpretation of the solicitation must make a written request at least five (5) days prior to the scheduled time for the RFP/offer opening. The request must be addressed to Ramona Womack, County Purchasing Director, Comal County Purchasing Department, 1297 Church Hill Dr., New Braunfels, TX 78130 or faxed to (830) 608-2031. Any information given to a prospective Offeror concerning this solicitation will be furnished promptly to all other known prospective Offeror as a written amendment/addendum to the solicitation. Comal County reserves the right to accept or reject any or all RFPs/offers as it deems in its best interest and to waive any formalities.

1.3 **Proposal Instructions:** Complete proposals shall be received in the Comal County Purchasing Office 1297 Church Hill Dr., New Braunfels, Texas 78130 no later than 10:00 A.M. on March 13, 2012. Proposals will be opened at 10:00 A.M. on March 13, 2012 in the Comal County Purchasing Office. Proposals will be awarded on March 22, 2012 in Commissioners Court (hereinafter referred to as "Commissioners Court"), 199 Main Plaza, New Braunfels, Texas.

Proposals which are received after the specified time and date will not be considered and will be returned to the Offeror unopened. RFP's must be in the possession of the Purchasing Agent by the time and date indicated above. County will not be responsible for mail or delivery charges, or for charges associated with preparation of proposal or proposal materials. No oral, telegraphic or facsimile proposals will be considered.

When sent by mail, Federal Express, Express Mail, or other delivery service, sealed proposal shall be enclosed in an additional envelope clearly identified on outside as a proposal to County with Offeror name and address, proposal name, and proposal date and time. It is the sole responsibility of the Offeror to ensure timely delivery of proposal. The proposal is timely delivered when it is actually received by the Purchasing Office on or before the "DUE DATE." County will not be responsible for failure of service on the part of the U.S. Post Office, courier services, or any other form of delivery service chosen by the Offeror. You may call the Comal County Purchasing Office at (830) 643-5850 to see if your response has been received. If there is any doubt, you are encouraged to deliver your package in person or by courier.

NOTE: **The Time-Date Stamp Clock located in the Comal County Purchasing Office, will serve as the OFFICIAL CLOCK for the purpose of verifying the date and time of receipt of proposals.**

It is understood that the County reserves the right to accept or reject any or all proposals and to waive any technicalities, as it shall deem to be in the best interest of the County. Receipt of any proposal shall under no circumstances obligate the County to accept the lowest offer.

1.4. Proposal must be returned in a sealed envelope, marked with proposal title, proposal number and opening date. General conditions and specifications may be kept by the Offeror.

1.5. **Altering Proposals:** Proposals may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by signer of the proposal guaranteeing authenticity. After the official opening, proposals may not be amended, altered, or withdrawn without the recommendation of the Purchasing Department and the approval of the Commissioners Court. After the due date, proposals become the property of the County.

1.6 **Addendum:** Any interpretation, corrections or changes to these specifications will be made by addenda. Sole issuing authority of addenda shall be vested in the Comal County Purchasing Department. Addenda will be

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mailed to all who are known to have received a copy of the specifications. Offeror shall acknowledge receipt of all addenda.

1.7 Change Order: No oral statement of any person shall modify or otherwise change, or effect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the County.

1.8 Offeror must comply with all federal, state, county and local laws governing or covering this type of service.

1.9 The fact that a manufacturer chooses not to produce equipment and/or provide services to meet these specifications will not be considered sufficient cause to adjudge these specifications as restrictive. Where deviations from the specifications contained herein are necessary, the Offeror shall state why, in their opinion, the product and/or services they offer will render equivalent reliability and performance. Failure to detail all such deviations will comprise sufficient grounds for rejection of proposal.

1.10 Any catalog, brand name or manufacturer's reference used is considered to be descriptive, not restrictive, and is indicative of the type and quality the County desires to purchase. Proposals on equal items of like quality will be considered if the proposal is noted and fully descriptive brochures are enclosed. The County reserves the right to determine recognized and accepted equal substitutions. If notation of substitution is not made, it is assumed Offeror is proposing item exactly as specified.

1.11 Any exceptions to the specifications must be noted in the proposal response.

1.12 By submitting a proposal the Offeror agrees to all specifications and conditions.

1.13 Conditions of Proposal: All proposals shall be submitted on the attached proposal forms, Offeror shall quote, and identify exceptions, based on the detailed specifications. Proposals will be received and publicly opened at the location, date and time stated in this RFP. Offeror, their representatives, and interested persons may be present. This proposal shall constitute a contract equally binding between the successful Offeror and the County. No different additional terms will become part of this contract with the exception of a change order.

1.14 It is the responsibility of the Offeror to familiarize themselves with the facilities, utilities, equipment required, storage capabilities and specialized equipment requested by the county in this proposal.

1.15 Pricing: This is a lump sum proposal. Pricing for all equipment shall be FOB, New Braunfels, Texas. Additional charges for packaging, handling fees, etc., will not be allowed.

Requirements for the County will be ordered from a single supplier. Offeror shall price their proposal accordingly. The proposal prices shall remain the same for an acceptance period of ninety (90) days after the proposal opening date.

The County is by statute exempt from State Sales Tax and Federal Excise Tax; therefore, the proposal price shall not include tax.

1.16 Basis for Award: The award will be made to the Offeror(s) whose proposal is determined to be the best for the County on each item listed in the proposal.

The County reserves the right to award this contract to the Offeror(s) that demonstrates the best ability to fulfill the requirements and needs of the County. The successful Offeror(s) shall commence work only after the approval of a completely executed contract and the County's License/Insurance requirements.

The County reserves the right to accept or reject any qualified proposal or to reject any and all proposals, and to waive minor informalities. The County is not liable for any costs incurred by the Offeror.

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The County reserves the right to negotiate with any or all Offeror, and also reserves the right to award a contract to other than the Offeror submitting the lowest cost proposal, and/or award without negotiations.

1.17 Qualification of Offeror: Offeror must, at the request of the County, furnish satisfactory evidence of their ability to furnish the product or services in accordance with the terms and conditions of the specifications. Only Offeror with experience who can demonstrate to the satisfaction of the County that they are authorized to sell the proposal items or provide the services requested will be considered. Safety record of the Offeror may be a consideration when determining the Offeror responsibility.

1.18 Risk of Loss: Offeror will bear the risk of loss of, or damage to, each item purchased until each item has been delivered to the location of installation or placement. Upon such delivery all risk of loss of, or damage to, each such item will be borne by the Offeror until inspected and accepted in writing by the an authorized representative of the County. Offeror agrees that it must maintain adequate insurance on the items purchased until accepted as required herein.

1.19 Relationship: Nothing contained herein will be interpreted or construed as establishing an agency or employer/employee relationship between the parties or between either party and the employees or representatives of the other party.

1.22 Taxes: All fees due to the Offeror under this agreement are exclusive of any taxes legally imposed on the licensing, delivery or use of items purchased. All taxes including any sales, use or import taxes are the responsibility of and shall be paid by purchaser. Offeror must not include Federal taxes or State of Texas limited sales excise and use taxes in their invoices or vouchers and statements of cost. The County is exempt from payment of such taxes and an exemption certificate can be furnished to the Offeror if requested.

1.21 Authorized Distributor: Offeror hereby warrants that it is an authorized distributor and agrees that it has complete contractual responsibility and authority to sell the items being purchased.

1.22 Warranties: The Offeror warrants and represents that the County shall acquire upon completion of payment good and clear title, free and clear of all liens, claims or encumbrances of any kind.

The Offeror warrants materials supplied under this Agreement conform to the specifications herein, to be free from defects in material and workmanship, and are fit for the purpose for which such materials are ordinarily employed. The County and Offeror agree that this agreement does not exclude or in any way limit other warranties provided for in this agreement by law.

1.23 Notice and Assistance Regarding Patent and Copyright Infringement: In the event of any claim or suit against the County on account of any alleged patent or copyright infringement arising out of the performance of this agreement or out of the use of any supplies furnished or work or services performed hereunder, the Offeror shall defend the County against any such suit or claim and hold the County harmless from any and all expenses, court costs and attorney's fees in connection with such claim or suit. The Offeror contractual liability insurance shall cover the Offeror and County's obligations under this paragraph.

1.24 Funding Out Clause: Any award pursuant to this proposal shall be contingent on sufficient funding and authority being made available in each fiscal period by the appropriate officials of the County. If sufficient funding or authority is not made available, the agreement shall become null and void and shall automatically terminate without further recourse by either party

1.25 Termination: The County may, subject to the provisions below, by written notice of default to the Offeror, terminate the whole or any part of this agreement in any one of the following circumstances:

- If the Offeror fails to perform within the time specified herein or any extension thereof; or
- If the Offeror fails to perform any of the other provisions of this agreement, or so fails to make progress as to endanger the performance of this agreement in accordance with its terms, and either of these two circumstances does cure such failure within a period of ten (10) days (or such longer period as the county may authorize in writing), after receipt of notice from the County specifying such failure; or

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- Continuing non-performance of the Offeror in terms of specifications shall be a basis for the termination of the agreement by the County. The County shall not pay for work, equipment or supplies, which are unsatisfactory. County may give Offeror a reasonable opportunity before termination to correct the deficiencies. This, however, will in no way be construed as negating the basis for termination for non-performance; or
- In the event the County terminates this agreement in whole or in part, as above provided, the County may procure, upon such terms and in such manner as the County may deem appropriate, items purchased similar to those terminated, and the Offeror shall be liable for any excess costs for such similar items, provided that the Offeror shall continue the performance of this agreement to the extent not terminated under the provisions of this paragraph; or
- The agreement may be terminated by either party upon thirty (30) days written notice prior to cancellation.

1.26 Inspection: Offeror shall make the necessary inspections to familiarize themselves with all existing conditions involving each County facility, which may affect the performance of this agreement. Failure on the part of the Offeror to make an inspection and raise questions or clarification thereof, shall not be grounds for any adjustment to the agreement price or the period of performance after award is made.

1.27 Errors or Omissions: Due care and diligence have been used in preparation of this proposal, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all the information presented herein shall rest solely with the Offeror. The County and its representatives shall not be responsible for errors or omissions in these specifications, nor for failure on the part of the Offeror to determine the full extent of the exposure.

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ARTICLE II
GENERAL PROVISIONS

2.1 Governing Law; Venue: This agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas. The obligations of the parties to this agreement are performable in Comal County, Texas, and if legal action is necessary to enforce same, exclusive venue shall lie in a court of competent jurisdiction in Comal County, Texas.

2.2 Severability: In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this agreement.

2.3 Assignment: This agreement cannot be assigned without the prior written consent of the other party.

2.4 Counterparts: This agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

2.5 Headings: The headings to the various clauses of this agreement are for informational purposes only and shall not alter the substance of the terms and conditions of this agreement.

2.6 Successors and Assigns: This agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors, and except as otherwise provided in this agreement, their assigns.

2.7 Non-Discriminatory Policy: Offeror agrees that as to all of its programs and activities conducted on the subject premises, it shall comply fully with all Civil Rights Acts and specifically will not discriminate against any person on the basis of race, color, national origin, sex or by reason of being handicapped.

2.8 Compliance with Applicable Laws: The agreement is subject to all legal requirements of Local, State, and Federal laws and Offeror agrees that it promptly will comply with all applicable laws, regulations, orders and rules of Local, State, Federal, and all other governmental agencies. Offeror agrees to obtain and bear the expense of any required permit or license.

2.9 Entire Agreement: This agreement including the conditions, specifications, required attachments and the proposal which embodies the complete agreement of the parties hereto, superseding all oral or written previous and contemporary agreements between the parties and relating to matters in this agreement, and except as otherwise provided herein cannot be modified without written agreement of the parties to be attached to and made a part of this agreement.

2.10 Force Majeure: Neither the County nor the Offeror shall be required to perform any term, condition or covenant in this agreement so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, civil riots, floods and any other cause not reasonably within the control of County or Offeror except as herein provided, and which by the exercise of due diligence County or Offeror is unable, wholly or in part, to prevent or overcome.

2.11 Indemnity: The Offeror agrees to protect, defend, indemnify and save the County, its officers and employees harmless from and against all claims, demands and causes of action of every kind and character, losses, costs, expenses, attorney's fees and damages of every kind and character, without limit and without regard to the cause of causes thereof, or the negligence of any party or parties, including the negligence of the County, its officers and employees, whether such negligence be sole, joint or concurrent, for injury to or death of any person or damage to any property, arising out of or in connection with the activities of the Offeror.

2.12 Indemnity – Sub-Contractors: The Offeror agrees that it will indemnify and save the County harmless from all claims growing out of the lawful demands of sub-contractors, laborers, workmen, mechanics, material men and furnishers of machinery and parts thereof, equipment, power, tools, and all supplies including commissions, incurred in the furtherance of this agreement by the Offeror. When so desired by the County, the

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Offeror shall furnish satisfactory evidence that all obligations of the nature hereinabove designated have been paid, discharged or waived. If the Offeror fails to do so, then the County may at the option of the Offeror either pay unpaid bills, of which the County has written notice, direct or withhold from the Offeror unpaid compensation a sum of money deemed reasonably sufficient to liquidate any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged, and whereupon payments to the Offeror shall be resumed in full, in accordance with the terms of this agreement, but in no event shall the provisions of this sentence be construed to impose any obligations upon the County, by either the Offeror or its surety.

2.13 Workers Compensation: The Offeror agrees to be responsible for the Workers' Compensation insurance on its employees. If any direct claim for Workers' Compensation benefits is asserted against the County by any of said employees or, in the event of death, by their personal representative(s) then upon written notice from the County, the Offeror shall undertake to defend the County against such claim(s) and shall indemnify and hold the County harmless from and against any such claim(s) to the extent of all benefits, cost of litigation, disbursements and attorneys' fees incurred in connection therewith.

2.14 Government Regulation: In its performance of this agreement, Offeror shall comply with all applicable Local, State and Federal laws including, but not limited to, the provisions of the Equal Employment Opportunity Act, American Disabilities Act and the Fair Labor Standards Act, and will indemnify and hold the County harmless from and against any claim, demands, suits, losses, damages, costs and expenses arising out of any non-compliance violation by the Offeror of any such laws.

2.15 Remedies: The rights and remedies of the County provided in this paragraph shall not be exclusive and are in addition to any other rights and remedies provided by law or under this agreement including the right to specific performance and offset.

2.16 Non-Waiver: Approval of the County shall not constitute nor be deemed a release of the responsibility and liability of the Offeror, its employees, agents or associates under the agreement nor shall approval be deemed to be the assumption of such responsibility by the County.

2.17 Permits and Licenses: The Offeror will maintain in effect during the term of this agreement any and all Federal, State and/or local licenses and permits which may be required of the Offeror.

2.18 License Agreement/Insurance: All Offeror must complete the attached License Agreement/Insurance and adhere to the insurance requirements for this project. The insurance policy must show the certificate holder as Comal County. The Insurance policy must show an exclusion added by endorsement as follows: "The certificate holder is named as additional insured on the general liability policy. Waivers of subrogation are included on general liability and workers compensation policies in favor of Comal County." A copy of, an approved, License Agreement/ Insurance form must be provided, and/or be on file with the Comal County Purchasing Department, prior to the Offeror starting work on this License Agreement. The License Agreement and all insurance policies are to be kept current during the time frame of this License Agreement. See attached pages 20-28.

2.19 Conflict of Interest Questionnaire: Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any Offeror or person conducting business or wishing to conduct business with a County, complete a "Conflict of Interest Questionnaire." See attached pages 29-30. By law, this completed questionnaire must be filed with the Comal County Clerk. The County Clerk's mailing address is 150 N. Seguin, Suite 101, New Braunfels, Texas, 78130. A person commits an offense if the person violates Section 176.006, Local Government Code. An offence under this section is a Class C misdemeanor. Any questions concerning this form should be addressed to the Texas Ethics Commission; 201 East 14th St., 10th Floor; P.O. Box 12070, Austin, Texas, 78711-2070; 1-800-325-8506; fax 512/463-5777; or web site www.ethics.tx.us.

2.20 Notice: Any notice or other communication required or permitted hereunder shall be in writing and shall be deemed to have been duly given on the date of service if served personally, or three (3) days after the date of mailing if mailed, by first class mail, registered or certified, postage prepaid and addressed as follows:

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For the COUNTY:

Comal County, Texas
C/O County Judge
150 N. Seguin Ave.
New Braunfels, Texas 78130

For the OFFEROR:

Fax (_____)_____

With Copy to Purchasing Agent:

Comal County Purchasing Agent
1297 Church Hill Dr.
New Braunfels, Texas 78130

Any notices served by fax shall be deemed to have been given and received only when written confirmation of the receipt of such fax has been received by the sender. Any party hereto may, at any time by giving fifteen (15) days' written notice to the other party hereto, designate any other address in substitution of the foregoing address to which such notice shall be given.

2.21 Immunity: No provision of this agreement affects or waives any sovereign or governmental immunity available to the County and/or its elected officials, officers, employees and agents under Federal or Texas law nor waives any defenses or remedies at law available to the County and/or its elected officials, officers, employees and agents under Federal or Texas law.

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ARTICLE III

INSURANCE/BONDING REQUIREMENTS

3.1 INSURANCE REQUIREMENTS: The apparent successful Offeror shall provide all required proof of insurance to the Purchasing Division within ten (10) business days of notification of award. Failure to present the required documents within ten (10) business days may be grounds for rejection of the Offer. Certificates should be faxed (send hard copy via mail) to:

Comal County Purchasing
1297 Church Hill Dr.
New Braunfels, TX 78130

*NOTE: It is the responsibility of the Contractor to provide a copy of his proposal to his insurance carrier. It may also be required that the Contractor's insurer and coverage be approved by the County prior to execution of the Contract. **The Contractor shall start NO work until the Purchasing Office receives Certificates of Insurance.***

At all times during the term of the contract, the Contractor and its independent contractors shall maintain, at their sole expense, insurance coverage for the Contractor, its employees, officers and independent contractors, as follows:

TYPE	MINIMUM ACCEPTABLE LIMITS OF LIABILITY
Worker's Compensation	Statutory – State of Texas
Employer's Liability	
A. Each Accident	\$1,000,000.00
B. Each Employee Disease	\$1,000,000.00
C. Policy Aggregate Disease	\$1,000,000.00
Commercial General Liability	
A. Per Occurrence	\$2,000,000.00
B. General Aggregate	
C. 1. General Aggregate – Per Project	\$4,000,000.00
2. General Aggregate – Products/ Completed Operations	\$4,000,000.00
Business Auto Liability	\$2,000,000.00
Fire and Legal Liability (any one fire)	\$50,000.00
Medical Expense (any one person)	\$10,000.00
Umbrella Liability – Per Occurrence	\$10,000,000.00

The Certificate(s) will specify all of the parties who are Additional Insured or Loss Payees. Insurance coverage required under this Contract shall be obtained from acceptable insurance companies or entities. The Contractor shall be financially responsible for all deductibles, self-insured retentions and/or self-insurance included hereunder.

3.1.1 INDEMNITY/HOLD HARMLESS. The Contractor shall, at all times, fully indemnify, hold harmless, and defend the County and its officers, members, agents, and employees from and against any and all claims and demands, actions, causes of action, and cost and fees of any character whatsoever made by anyone whomsoever on account of or in any way arising out of the performance of this contract by the Contractor and its employees, or because of any act or omission, neglect or misconduct of the Contractor, its employees and agents or its subcontractors including, but not limited to, any claims that may be made by the employees themselves for injuries to their person or property or otherwise. Such indemnity shall not be limited by reason of the enumeration of any insurance coverage herein provided.

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Nothing contained herein shall be construed as prohibiting the County, its directors, officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, actions or suits brought against them.

The Contractor shall likewise be liable for the cost, fees and expenses incurred in the County's or the Contractor's defense of any such claims, actions, or suits.

The Contractor shall be responsible for any damages incurred as a result of its errors, omissions or negligent acts and for any losses or costs to repair or remedy construction as a result of its errors, omissions or negligent acts.

- 3.1.2 **WORKERS' COMPENSATION.** The Contractor, its subcontractors, if any, and all employers providing work, labor or materials under this Contract are subject to all applicable laws for the state of Texas.
- 3.1.3 **ADDITIONAL INSURED:** The liability insurance coverage, Professional Liability if included, required for performance of the Contract shall include the County of Comal, its departments and their divisions, officers and employees as Additional Insured, but only with respect to the Contractor's activities to be performed under this Contract.
- 3.1.4 **NOTICE OF CANCELLATION OR CHANGE:** There shall be no cancellation, material change, potential exhaustion of aggregate limits or intent not to renew insurance coverage(s) without thirty (30) days' written notice from the Contractor or its insurer(s) to County. Any failure to comply with the reporting provisions of this insurance, except for the potential exhaustion of aggregate limits, shall not affect the coverage(s) provided to the County of Comal, its departments and their divisions, officers and employees.
- 3.1.5 **SURVIVAL OF INDEMNIFICATION:** The indemnification described above shall not be limited by reason of the enumeration of any insurance coverage herein provided, and it shall survive the termination of the Contract.
- 3.1.6 **INSURANCE RATING:** All of the above-specified types of insurance shall be obtained from companies that have at least an A-VII rating in Best's Guide or the equivalent.
- 3.1.7 **NOTICE OF LAWSUIT:** Within 60 days of service of process, the County shall notify the Contractor of any lawsuit involving the indemnification provided for above. Failure to provide such notice shall not relieve the Contractor of its obligation to provide indemnification. However, the County shall be responsible for any additional costs of defense incurred due to their failure to provide such notice within 60 days.
- 3.1.8 **CHOICE OF LEGAL COUNSEL:** The Contractor shall provide coverage as provided in the contract and retains the right to choose legal counsel subject to the approval of the County.

3.2 **RFP GUARANTY:** An RFP guaranty is required in an amount of not less than five percent (5%) of total RFP amount in the form of a bond or a cashier's check payable to Comal County. Following the RFP opening, submitted RFP's may not be withdrawn for a period of ninety (90) Calendar Days. Award of Contract will occur within this period, unless mutually agreed between the parties. The RFP guaranty may become the property of the OWNER, or the OWNER may pursue any other action allowed by law, if: Offeror withdraws a submitted RFP within the period stated above; Offeror fails to submit the required post RFP information within the period specified, or any mutually agreed extension of that period; or Offeror fails to execute the Contract and furnish the prescribed documentation (bonds, insurance, etc.) needed to complete execution of the Contract within ten (10) Calendar Days after notice of award, or any mutually agreed extension of that period.

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CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

3.3 PERFORMANCE AND PAYMENT BOND:

Performance and payment bonds are required if RFP exceeds amount shown below, and each shall be issued in an amount equal to the Contract Amount as security for the faithful performance and/or payment of all Contractors' obligations under the Contract Documents. Performance and payment bonds shall be issued by a solvent company authorized to do business in the State of Texas, and shall meet any other requirements established by law or by OWNER pursuant to applicable law.

A performance bond is required for contracts in excess of \$50,000. A payment bond is required for contracts over \$25,000.

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Article IV

RESPONSE SUBMISSION REQUIREMENTS

Technical proposals must provide a concise description of the Respondent's ability to satisfy the requirements of the RFP with emphasis on completeness and clarity of the content. The following administrative requirements shall govern the preparation and submission of every proposal response.

- 4.1 **PACKAGING AND FORMAT/EXPLANATION OF SECTIONS:** Each response must be sealed to provide confidentiality of the information prior to the submission date and time. Comal County will not be responsible for premature opening of responses not properly labeled. Clearly mark one response copy as the "Master Proposal", and enclose originals of the required forms. Each response set shall be accompanied by a transmittal letter signed in ink by an authorized company representative, empowered with the right to bind the Respondent.

Each response must contain the following information and pages should be numbered consecutively with a set of tabs inserted to identify the following sections of the proposal:

1. Cover Letter
2. Management Introduction
3. RFP Worksheet and Addenda (if any)
4. Technical Proposal
5. Escalation Procedures
6. Project References
7. Contractor Background/Financial Statement
8. Additional Information

- 4.1.1 **COVER LETTER:** Include the original signed cover letter with the original proposal and a copy of the cover letter with each copy of the proposal. The cover letter should provide the following: a) Brief statement of the Respondent's understanding of the project; b) Name, title, phone number, fax number, e-mail address, and street address of the company representative; c) Highlights of the Respondent's qualifications and ability to perform the project services; d) Signature of authorized officer or respondent; and e) Statement accepting ALL terms and conditions contained in this solicitation.
- 4.1.2 **MANAGEMENT INTRODUCTION:** Include the following information about the Respondents firm: a) Company name, business address, phone number, fax number and Internet address; b) Year the firm was established and any former names of the firm if applicable; c) Type of ownership and parent company if applicable; d) Location of the home office and local office or offices that will provide the project services; and e) Brief statement of the firm's background demonstrating longevity and financial stability.
- 4.1.3 **RFP WORKSHEET AND ADDENDA (IF ANY):** The RFP Worksheet and any Addenda issued should be included with your proposal. The copy of the Addenda in the proposal shall serve as acknowledgement of its issuance.
- 4.1.4 **TECHNICAL PROPOSAL:** In this section, describe the Respondent's expertise with, and understanding of, the methods necessary to produce the project deliverables and meet the identified specifications. Provide a clear indication that the specifications in Section VI can be met.
- 4.1.5 **ESCALATION PROCEDURES:** This section should outline the Respondent's established and/or proposed procedures for internal problem escalation and their process for notifying the County in the event of a problem.

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- 4.1.6 **PROJECT REFERENCES:** Provide five (5) references for similar projects at similar sized correctional facilities that require similar services. Include a one or two paragraph project description that demonstrates capabilities in the installation and maintenance services. Include the name of the client organization, the name of the client's representative who oversees the project, if differs from client's representative, and the name of a person there to contact for a reference. Include original and final contract amount.
- 4.1.7 **CONTRACTOR BACKGROUND AND FINANCIAL STATEMENTS:** Company history, fiscal responsibility and current year financial statements shall accompany submission in a sealed envelope marked as confidential.
- 4.1.8 **ADDITIONAL INFORMATION:** Include any appropriate additional information such as an equipment list and other information that supports your proposal. Specifications and other related information should be included in this section.
- 4.2 **RESPONSE COSTS:** The Respondent will be responsible for all costs incurred in the development and submission of this response. Comal County assumes no contractual obligation as a result of the issuance of this RFP, the preparation or submission of a response by a Respondent, the evaluation of an accepted response, or the selection of finalists. Comal County shall not be contractually bound until Comal County and the successful Respondent have executed a written contract for performance of the work, but the Offeror's signed response shall constitute a binding offer, which can be withdrawn only as described in Section 1.5 above.
- 4.3 **COMPLETE SERVICES/PRODUCTS:** The successful Respondent shall be required to: a) obtain any and all building permits and inspections if needed; b) inspect and determine all preexisting conditions; c) furnish all tools, equipment, supplies, supervision, transportation and other accessories, services, and facilities necessary to complete the work; d) furnish all materials, supplies, and equipment specified and required to be incorporated in and form a permanent part of the completed work; e) provide and perform all necessary labor; and f) perform and complete the work in accordance with good technical practice, with due diligence, and in accordance with the requirements, stipulations, provisions, and conditions of this RFP and the resultant agreement.
- 4.4 **COMPLETE PROPOSALS:** Proposals must be complete as of the proposal closing date. Incomplete proposals cannot be considered and cannot be supplemented by submissions delivered after the closing time and date of the RFP.
- 4.5 **COPIES REQUIRED:** At least one proposal submitted by Respondent must bear an original signature. (Failure to submit a proposal bearing an original signature will result in the proposal being rejected.) The response must contain the signature of a duly authorized officer of the Respondent empowered with the right to bind the Respondent. In addition to the signed original proposal, the County of Comal requires 5 complete copies of this proposal for the evaluation committee.

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CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

ARTICLE V

INFORMATION AND SCOPE OF WORK (SOW)

It is the intent of this SOW to describe the project and obtain competitive offers from qualified vendors for the furnishing and delivery of said materials, labor, and equipment to be used for the retrofit and installation of new door locks and associated components. The vendor will be required to perform all necessary work related to the project which includes all electrical and control work or any adjustments to the control system in order for the doors to function properly.

- 5.1 GENERAL INFORMATION: This RFP is to retrofit fourteen (14) cell doors in "J" and "K" cell blocks; twelve (12) sliding and two (2) swinging hinged cell block door locking devices, and two (2) manual release cabinets for the Comal County Jail, located at 3005 West San Antonio St., in New Braunfels, Texas. Installation, continued operation and support of the system are also requirements of the resulting contract. County expects a turnkey project from the vendor.

The system shall include equipment designed for the correctional environment and is subject to approval by the Texas Commission on Jail Standards and the Comal County Sheriff's Office. Equipment must contain no removable parts.

County understands that there are several methods to retrofitting cell block door locking devices and manual release cabinets. Cost will not be the sole deciding factor in the award process. The County will evaluate each proposal, and award to the vendor that meets or exceeds the County's needs. Offeror shall determine if current jail doors will function with proposed equipment, and provide a proposal for a resolution if Offeror determines current doors will not operate with proposed equipment.

All work, including engineering and electrical, shall be sealed and performed by authorized licensed/certified professionals.

5.2 SECURITY

5.2.1 Due to the secure nature of the facility that the contractor will be providing service to, all prospective Contractors will be subject to the following:

5.2.1.1 Criminal Background Check

5.2.2 Prior to award of contract, the Contractor will be subject to a Criminal Background Check. Also all employees of that Contractor that will be involved in the services provided the County will also be subject to a criminal background check and are required to have passed pre-employment drug testing. No employee of the Contracting Company having a criminal record shall be involved in the packaging or delivery of items to the County. The County must complete the background investigation and approve the Contractor's employees prior to commencement of services under this contract. Staff changes made by the Contractor during the contract term must be approved by the County and a Background investigation completed prior to new staff entering the facility. **No Exceptions will be made.** Failure to comply with this stipulation after the award of the contract shall be considered a breach of contract.

5.2.3 All personnel entering the correctional facilities are subject to security / criminal history check. To accomplish this, the Contractor must provide the County with the following information on each personnel who will provide on-site services:

- 5.2.3.1 Full legal name;
- 5.2.3.2 Social Security number;
- 5.2.3.3 Date of birth;
- 5.2.3.4 Current home address;
- 5.2.3.5 Current copy of Texas Driver's License;
- 5.2.3.6 Signed release form.

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5.2.4 If the County determines that for security reasons, any personnel are unacceptable, the Contractor will act immediately to provide an acceptable replacement at no additional cost to the County.

5.2.5 The County reserves the right to refuse access to any person wearing inappropriate attire. The Correctional Center is a professional work environment and should be treated as such.

5.2.6 In addition, any Subcontractor and their subsequent staff must also pass a background check as described above.

5.3 Removal of existing and installation of new cell block locking devices and manual release cabinets. All newly installed equipment must function with controls and monitoring as originally designed (if compliant with Jail Standards). Vendors are to include and furnish all materials, labor and equipment. Vendors are required to provide a minimum of 1 year warranty.

5.4 SCOPE OF WORK:

5.4.1 Provide and retrofit locking devices for fourteen (14) cell block doors and two (2) manual release cabinets deemed to be **maximum security grade**. Where possible, parts shall be non-proprietary. The locking devices and manual release cabinet recommended cannot be listed on the active recall list. Where possible, existing locking device system and cabinet can be incorporated in the upgrade.

5.4.2 Provide the labor for demolition and disposal to a Comal County designated location of the obsolete equipment.

5.4.3 Configure and connect wiring in order for locks to function with existing control system. Any additional wiring will be the responsibility of the vendor. Wiring diagrams are to be provided by vendor.

5.4.4 All jams and doors are to be finished out with no visible holes or open void areas.

5.4.5 Thread locker such as Loctite will be used on all screws and bolts.

5.4.6 Operation & Maintenance manuals shall be provided to Comal County.

5.4.7 Train staff and maintenance personnel on operation and maintenance of newly installed equipment.

5.4.8 All project management, labor, tools, travel expenses, and ancillary expenses to complete the project shall be included in cost of proposal.

5.4.9 All engineering, drafting, and CAD work to complete the project shall be included in the cost of the proposal.

5.4.10 Any material required for project, but excluded from Offeror's proposal must be clearly defined.

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CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

ARTICLE VI

SELECTION, EVALUATION AND AWARD CRITERIA

6.1 SELECTION CRITERIA: A contract will be awarded to the most responsive Offeror whose proposal is determined to be the most advantageous to the County.

6.1.1 Evaluation Criteria: Evaluation Criteria shall include, but is not limited to, the following:

- | | |
|---|-----------|
| a) Unit and/or Total Price | 30 Points |
| b) Product availability, delivery and installation schedule, including Offeror stated time for start and completion of project | 20 Points |
| c) Past performance with any governmental entity or private jail facility | 20 Points |
| d) Experience on similar scope of project | 15 Points |
| e) Compliance with RFP Specifications | 5 Points |
| f) <i>Project Approach</i> : State the approach you will use on the project, including the following information. | 10 Points |
| a. Overall approach to the project | |
| b. Scope of work | |
| c. Project schedules | |
| d. Installation procedures | |
| e. Project management | |
| f. Project budget broken down by work program task and work phases. Indicate hourly rates of individuals involved and the fee structure for additional work outside of the contact. | |

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WORKSHEET
RFP 2012-300
RETROFIT DOOR LOCKS
FOR THE COMAL COUNTY JAIL

In accordance with the terms and conditions of RFP 2012-300, Retrofit new door locks, with associated components and with full knowledge of the terms and conditions; we agree to furnish labor, materials, equipment and installation for the price indicated below:

Base Proposal Price:	
Payment Bond :	
Performance Bond :	
Start Date (if awarded by March 22, 2012):	
Completion Date:	
Warranty:	

COUNTY OF COMAL, TEXAS
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CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

CONTRACT

STATE OF TEXAS
COUNTY OF COMAL COUNTY

WHEREAS, The attached proposal package including the **Cover Sheet, Instructions, Specifications, and Proposal Sheet(s)** for the item(s) being published for competitive proposal, were solicited pursuant to Texas Local Government Code 262.021; and

WHEREAS, The Comal County Commissioners Court as the governing body of Comal County did on _____, 20____ award a contract to _____, Vendor for furnishing the materials, equipment, and/or services in quantities and at prices as set forth in the above-attached proposal package; and

THEREFORE, Knowing all men by these present, that this contract is entered into by Comal County, Texas, a political subdivision of the State of Texas (hereinafter called "County") and the undersigned Vendor (hereinafter called "Vendor").

WITNESSETH

THAT IN ACCORDANCE with the above attached proposal package in every particular, the Vendor will perform in accordance with the terms thereof and the County agrees to make payment for such items or services purchased on appropriate Purchase Orders in accordance with the items of said proposal package, which is made a part of this contract and incorporated herein for all purposes contingent on respective equipment, materials and goods/services covered by any claims that (1) conform to the attached specifications, (2) the equipment, materials, and goods/services were delivered in good condition, and (3) services contracted for by the Commissioners Court have been satisfactorily performed.

Prior Agreements Superseded

This Contract, with the entire proposal package incorporated herein including any required supporting literature, brochures, and/or data sheets or sample, constitutes the sole agreement of the parties to the agreement and supersedes all oral or written previous and contemporary agreements between the parties and relating to matters herein.

Amendment

No amendment, modification or alteration of the terms of this contract shall be binding unless same is in writing, dated subsequent to the date of this contract, and duly executed by authorization representatives of each party.

COUNTY OF COMAL, TEXAS

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CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

IN TESTIMONY WHEREOF: Witness our hands at New Braunfels, Texas, effective as of the date awarded above, if any.

VENDOR

COMAL COUNTY

BY: _____
AUTHORIZED AGENT

BY: _____
PURCHASING AGENT

******Failure to sign the Contract page(s) may disqualify the proposal from being considered by the Commissioners Court. However, this contract is not valid until awarded in Commissioners Court.*****

COUNTY OF COMAL, TEXAS
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CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

COMAL COUNTY
OFFEROR'S AFFIRMATION

This sheet must be completed, signed, and returned by Bidder/Offeror

NOTE: FAILURE TO SIGN AND RETURN THIS FORM WITHIN 10 DAYS OF AWARD MAY RESULT IN THE TERMINATION OF ANY RESULTING PURCHASE ORDER OR CONTRACT.

1. Bidder/Offeror affirms that they are duly authorized to execute this Contract, that this company, corporation, firm, partnership or individual has not prepared this bid/offer in collusion with any other bidder, and that the contents of this bid/offer as to prices, terms or conditions of said bid/offer have not been communicated by the undersigned nor by any employee or Director to any other person engaged in this type of business prior to the official opening of this bid/offer.
2. Bidder/Offeror hereby assigns to purchaser any and all claims for overcharges associated with this Contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.
3. Pursuant to §262.076 (a) of the Texas Local Government Code, Bidder/Offeror, hereby affirms that Bidder/Offeror:
(Please check all that are applicable)

_____ Does not own taxable property in Comal County.

_____ Does not owe any ad valorem taxes to Comal County or is not otherwise indebted to Comal County.

Bidder/Offeror Company Name _____

Bidder/Offeror (Signature) _____ Date _____

Bidder/Offeror (Print Name) _____ Date _____

Position with Company _____

Signature of Company Official
Authorizing the Bid/Offer _____ Date _____

Company Official
(Printed Name) _____

Official's Position _____

Corporate Vendors Shall Furnish the Following Information:

Where Incorporated Charter Number _____

COUNTY OF COMAL, TEXAS

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CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

VENDOR REFERENCE INFORMATION SHEET

(PRINT)

OFFEROR/BIDDER: _____

By: _____
AUTHORIZED AGENT TITLE

ADDRESS: _____
STREET ADDRESS AND /OR P.O. BOX NO.

CITY STATE ZIP CODE

PHONE: _____ FAX: _____

REFERENCES

LIST THREE (3) COMPANIES OR GOVERNMENTAL AGENCIES WHERE THESE COMMODITIES HAVE BEEN PROVIDED:

1. COMPANY NAME: _____

ADDRESS: _____ PHONE: _____

CONTACT PERSON: _____ TITLE: _____

2. COMPANY NAME: _____

ADDRESS: _____ PHONE: _____

CONTACT PERSON: _____ TITLE: _____

3. COMPANY NAME: _____

ADDRESS: _____ PHONE: _____

CONTACT PERSON: _____ TITLE: _____

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CONFLICT OF INTEREST QUESTIONNAIRE		FORM CIQ
For vendor or other person doing business with local governmental entity		OFFICE USE ONLY
<p>This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.</p> <p>By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.</p> <p>A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.</p>		Date Received
1	Name of person doing business with local governmental entity.	
2	<p><input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire.</p> <p>(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)</p>	
3	Describe each affiliation or business relationship with an employee or contractor of the local governmental entity who makes recommendations to a local government officer of the local governmental entity with respect to expenditure of money.	
4	Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs a local government officer of the local governmental entity that is the subject of this questionnaire.	

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CONFLICT OF INTEREST QUESTIONNAIRE

For vendor or other person doing business with local governmental entity

FORM CIQ

Page 2

5 Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or business relationship. Attach additional pages to this Form CIQ as necessary.

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

Yes No

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

Yes No

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

Yes No

D. Describe each affiliation or business relationship.

6 Describe any other affiliation or business relationship that might cause a conflict of interest.

7

Signature of person doing business with the governmental entity

Date

COUNTY OF COMAL, TEXAS

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CELL BLOCK DOOR LOCKING DEVICE AND MANUAL RELEASE CABINET RETROFIT

IMPORTANT INFORMATION CHECKLIST

Check off each of the following as the necessary action is completed

- ___ 1. The Offeror Certification been signed and is the first page.
- ___ 2. The Contract is completed and signed.
- ___ 3. The Vendor Reference Information Sheet is complete.
- ___ 4. The price extensions and totals have been checked, if applicable.
- ___ 5. Any required drawings or descriptive literature have been included.
- ___ 6. If required, the amount of the surety has been checked, and the surety has been included.
- ___ 7. Any addenda have been signed and are included.
- ___ 8. Conflict of Interest Questionnaire has been signed.
- ___ 9. Offeror Affirmation Page has been completed and included.
- ___ 10. The mailing envelope has been addressed to:
Comal County Purchasing Dept.
1297 Church Hill Dr.
New Braunfels, Texas 78130
- ___ 11. The envelopes have been sealed and marked with:

RFP Title
RFP Number
Opening Date
Opening Time