



**FERRIS
TEXAS**

Distinct By Design

Request for Proposals

RFP# 24-101

Job Order Contracting for Skilled Trade Services

Electrical	Floor Covering
Painting	Drywall
Plumbing	Concrete
Cabling	HVAC
Rough Carpentry	Finish Carpentry
Roofing	

**Your proposal response must be in the Finance Office no later than
3:00 p.m. Central time on Thursday, March 28, 2024**
(Proposals received after the date and time specified will not be accepted)

Proposals must be received prior to the deadline at this address and clearly marked:

City of Ferris Finance Department
114 S. Central Street
Ferris, TX 75125
RFP Title: Skilled Trade Services
Attn: Art Neidich

SECTION I
GENERAL INFORMATION

Request for Proposal for the work identified below in accordance with Proposal Documents and addenda will be available on the Electronic State Business Daily (ESBD) and the City of Ferris website (Bids and Proposals webpage) until the proposal closing date and time. Proposals will then be opened and read publicly.

SCOPE

The City of Ferris, Texas (City) is requesting fixed-price proposals from Electrical, Floor Covering, Painting, Drywall, Plumbing, Concrete, Cabling, HVAC, Rough Carpentry, Finish Carpentry, and Roofing contractors interested in providing Job Order Contracting (JOC) services to the City. The selected Job Order Contractor will provide project administration, planning, and completion services for all City-Owned facilities, including, but not limited to, new construction, repairs, alterations, replacement, maintenance, etc. In the best interest of City services, the City intends to award contracts to multiple firms to ensure trade service needs are met for its versatile work projects.

The City of Ferris reserves the right to reject any and all proposals and to waive any irregularities in the proposal process.

CONTRACT TERM

The initial contract term of this contract will end on September 30, 2025. The agreement may be renewed on October 1 of each fiscal year and may, upon mutual consent of the parties, be extended yearly for a total contract duration not to exceed five (5) years.

DEFINITIONS

The following is a list of generic definitions to be used only if the terms appear in the RFP:

- (a) Acceptable Quality Level - The level of performance of requested services below which the contract will not be paid or damages may be assessed
- (b) Addendum - A modification of the specifications issued by the City and distributed to prospective Respondents prior to the opening of responses
- (c) Best and Final Offer (BAFO) - A formal request made to selected Respondents for revisions to the initially submitted Proposal
- (d) Contract – The contract awarded as a result of this RFP and all exhibits thereto. This RFP, any Addendum issued in conjunction with this RFP, the successful Respondent’s Proposal, any BAFO, and subsequent submission by Respondent shall all be fully incorporated therein as exhibits
- (e) Contractor – Respondent whose Proposal results in a contract with the City
- (f) Electronic State Business Daily (ESBD) – The Electronic State Business Daily, which is available online at [http: esbd.state.tx.us/](http://esbd.state.tx.us/)
- (g) Gov’t Code – Texas Government Code.
- (h) Proposal – The response submitted by a vendor to the City as a result of this solicitation.
- (i) Respondent/Offeror – Any person or vendor who submits a Proposal in response to this solicitation.
- (j) RFP – Request for Proposals, the type of solicitation embodied in this document.
- (k)TAC – Texas Administrative Code, which publishes administrative rules.

SCHEDULE

The City reserves the right to change the dates in the schedule of events below upon written notification through a posting on the Electronic State Business Daily (ESBD) and the City of Ferris website. It is the responsibility of interested parties to periodically check either website for RFP updates before submitting a proposal. The Respondent's failure to review the website will in no way release the selected Contractor from the requirements of addenda or additional information, nor will any resulting additional costs to meet the requirements be allowed after the award(s).

Solicitation for the Request for Proposals for Job Order Contracting for Skilled Trades Services released and posted on the City website at www.ferristexas.gov	March 1, 2024
RFP Proposals submittal deadline	March 28, 2024 @ 3:00 p.m.
Selection of firms with the highest overall score	April 8, 2024
Approval by the City Council	April 15, 2024
Skilled Trades Services JOC contract execution	May 1, 2024

PROPOSAL REQUIREMENTS

1. Submissions: Respondents will submit two (2) original, signed copies of the Proposal response on the submission form included in the RFP.
2. Format of Proposal – Firms will be expected to provide the following information in the order prescribed below.

Introduction Letter (1-page maximum) *optional

Submission Form included in the RFP

Conflict of Interest Questionnaire

Insurance Document

Exhibit A, Execution of Offer

Attachment A, Master Service Agreement

Addenda, if applicable

3. Cost of Preparation: The City will not reimburse the Respondent for any cost related to its Proposal. The Respondent is responsible for any expense related to preparing and submitting its Proposal.
4. Proposals will be subject to the Texas Public Information Act (PIA), Tex. Government Code, Chapter 552, and may be disclosed upon request. The Proposal and other submitted information will be presumed to be subject to disclosure unless a specific exception to disclosure under PIA applies.
5. Respondents are encouraged to thoroughly review the entire bid document to ensure that all requested documents, attachments, etc., are included in the response.
6. Failure to adhere to these instructions may lead to the disqualification of submittals.

INQUIRIES

1. All inquiries shall be in writing via email to Mr. Art Neidich at artneidich@ferristexas.gov by noon Central time on Monday, March 18, 2024.
2. All inquiries will result in written responses with copies posted to the Electronic State Business Daily and the City of Ferris website.
3. Except as otherwise provided in this Section, upon issuance of this RFP, other City employees and representatives will not answer questions or otherwise discuss the contents of the RFP with any potential Respondent or its representatives. Failure to observe this restriction may result in disqualification of any subsequent response. This restriction does not preclude discussion unrelated to this RFP.

PROPOSAL SUBMISSION

1. All Proposals shall be received and documented in the City of Ferris Municipal Government Complex (MGC) before the stated deadline date specified in the Schedule above. The City reserves the right to reject late submittals.
2. Proposals should be placed in an envelope or package and correctly identified with the RFP number, title, and the submittal deadline/RFP opening date and time. The Respondent is responsible for appropriately marking and delivering their Proposal response to Art Neidich in the Ferris MGC by the specified date and time.
3. Telephone, email, and facsimile Proposals will not be accepted.
4. Receipt of all addenda to this RFP should be acknowledged by returning a signed copy of each addendum with the submitted Proposal.

DELIVERY OF PROPOSALS

Proposals are commonly shipped to The City of Ferris by the following methods: U.S. Postal Service, Fed Ex Overnight / Express Mail, or Hand Delivery (recommended).

PROPOSAL OPENING

1. The assigned buyer in the Ferris MGC conference room will open proposals.
2. All submitted proposals become the property of the City of Ferris after the RFP submittal deadline. The submitted proposals and accompanying documentation will not be returned.
3. Proposals submitted shall constitute a Proposal for one hundred-twenty (120) days or until selection is made by the City, whichever occurs earlier.

BONDING

In accordance with Texas Government Code, Chapter 2253, Subchapter B. General Requirements; Liability, Section 2253.021, Performance and Payment Bonds, the successful respondent will be required to execute to The City of Ferris the following: 1) a performance bond if the contract is in excess of \$100,000; and 2) a payment bond if the contract is in excess of \$25,000, to be issued for the amount of the contract. The contractor must furnish all required bonds payable to The City of Ferris upon award of a Purchase Order/Contract and before beginning the work.

1. A Payment Bond and Performance Bond, each in an amount equal to 100% of the Contract Sum conditioned upon the faithful performance of the Contract, will be required. Please note that all bonding companies presented must be acceptable to the

- Owner.
2. The prevailing rates of wages are the minimums that must be paid in compliance with applicable laws of the State of Texas. Respondents submitting a PROPOSAL are encouraged to visit the site:

<http://www.eng.hctx.net/Consultants/Construction/Prevailing-Wage-Rates>

CONFLICTS OF INTEREST

Actual and Perceived Conflicts

By submitting a Proposal, the Respondent represents and warrants that neither it nor its employees and subcontractors have an actual or potential conflict of interest in entering a Contract with the City of Ferris. The Respondent also represents and warrants that entering a Contract with the City of Ferris will not create the appearance of impropriety. In its Proposal, the Respondent shall disclose any existing or potential conflict of interest that it might have in contracting with Ferris. The requirement to disclose any actual or potential conflict of interest shall continue during the term of the contract and shall survive until the end of the recordkeeping requirement in B.7.4. The City of Ferris will decide, in its sole discretion, whether an actual or perceived conflict should result in Contract termination.

For vendors doing business with a local governmental entity

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

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

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

Local Government Code § 176.003(a) (2) (A) and (B): A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (1) the vendor
 - A. has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that:
 - i. a contract between the local governmental entity and the vendor has been executed; or
 - ii. the local governmental entity is considering entering into a contract with the vendor;
 - B. has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:
 - i. a contract between the local governmental entity and the vendor has been executed; or
 - ii. the local governmental entity is considering entering into a contract with the vendor; or
 - C. has a family relationship with the local government officer.

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

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:
 - (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
 - (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
 - (3) has a family relationship with a local government officer of that local governmental entity.
- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:
 - (1) the date that the vendor:
 - (a) begins discussions or negotiations to enter into a contract with the local governmental entity; or
 - (b) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or
 - (2) the date that the vendor becomes aware:
 - (a) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
 - (b) that the vendor has given one or more gifts described in Subsection (a); or
 - (c) of a family relationship with a local government officer.

COMPLIANCE WITH LAWS; DEALING WITH PUBLIC SERVANTS

The Respondent must comply with all applicable laws at all times, including, without limitation, the following: (i) §36.09 of the Texas Penal Code, which prohibits bribery; (ii) §2155.003, Gov't Code, which prohibits the offering or conferring of benefits to public servants; (iii) §2155.003, Gov't Code, which prohibits any employee of the City from having an interest in, or in any manner connected with, a contract or Proposal for a purchase of goods or services by an agency of the state or accept from any person to whom a contract has been awarded anything of value or a promise, obligation, on contract for future reward or compensation.

The City shall not be responsible for monitoring Respondent's compliance with any laws or regulations. If the Respondent performs any work knowing or having reason to know that it is contrary to laws or regulations, Respondent shall bear all claims, costs, losses and damages caused by, arising out of or resulting therefrom.

CONFIDENTIALITY AND SECURITY

Any information the Contractor receives, compiles, or creates as a result of the Contract must be maintained and protected in accordance with any federal, state, or local laws and regulations that apply. The Contractor shall establish a method to secure the confidentiality of records and other customer information under applicable federal and state laws, rules, and regulations. The Contractor's obligations under this Confidentiality and Security section shall survive this Contract and be included in all subcontracts.

SUBCONTRACTING APPROVAL

The Respondent must perform the Contract with its own resources. If Respondent determines that it is necessary or expedient to execute additional or alternative subcontracts for any of the performances under the Contract,

Respondent must submit to the City for review and prior approval a true copy of the subcontract it proposes to execute with a subcontractor.

Respondent, in subcontracting for any performances specified in the RFP or resulting Contract, expressly understands and acknowledges that in entering into such subcontract(s), the City of Ferris is in no manner liable to any subcontractor(s) of the Respondent. In no event will this provision relieve Respondent of the responsibility for ensuring that the performances rendered under all subcontracts are rendered to comply with all terms of this RFP and Contract. Respondent must manage all quality and performance, project management, and schedules for subcontractors. Respondent is solely responsible and accountable for completing all work for which Respondent has subcontracted.

SUBCONTRACTORS

Subcontractors providing services under a Contract shall meet the exact requirements and level of experience as required of Respondent. No subcontract under the Contract shall relieve Respondent of responsibility for ensuring the requested services are provided. Respondents planning to subcontract all or a portion of the work to be performed shall identify the proposed subcontractors.

VENDOR'S PERSONAL CONDUCT

While performing the services, the Vendor's and subcontractor's personnel must comply with Applicable state rules, regulations, and the City of Ferris requests regarding personal and Professional conduct applicable to the service locations and otherwise conduct themselves in a businesslike and professional manner. If the City determines in good faith that a particular employee or subcontractor's employee is not conducting themselves under this Section, the City of Ferris may provide the awarded Vendor with notice and documentation concerning such conduct. Upon receipt of such notice, the Vendor must promptly investigate the matter and take appropriate action that may include:

- Removing the employee from the project;
- Providing the City with written notice of such removal; and
- Replacing the employee with a similarly qualified individual in a period acceptable to the City.

Nothing in the Agreement will prevent Vendor, at the request of the City of Ferris, from replacing any personnel who are not adequately performing their assigned responsibilities or who, in the reasonable opinion of City staff, after consultation with Vendor, are unable to work effectively with the members of the City's staff. In such event, the awarded Vendor will provide replacement personnel with equal or greater skills and qualifications as soon as reasonably practicable. Replacement of key personnel will be subject to the City of Ferris review and approval. The parties will work together in the event of any such required replacement so as not to disrupt the overall project schedule.

The City of Ferris may request the Vendor to remove any employee for cause, including, but not limited to, poor or unacceptable performance of work, theft, abusive language or behavior, and failure to prepare for performance following the terms and conditions of the contract. Occurrences of this type may be cause for termination of the contract.

IRREVOCABILITY OF THE PROPOSAL

The Proposal is irrevocable for one hundred and twenty (120) calendar days following the identified Proposal Opening Date and Time. The City of Ferris may extend this period with the Respondent's written agreement.

AMENDMENTS

This Contract may be amended only upon written agreement between the City of Ferris and the Contractor;

however, any amendment of this Contract that conflicts with the laws of the State of Texas shall be void.

PUBLICITY

The City of Ferris does not endorse any vendor, commodity, or service. News releases pertaining to this transaction or advertisements, publications, declarations, and any other pronouncements by the Respondent using any means or media mentioning the City of Ferris must be approved in writing by the City of Ferris before public dissemination. Respondent may not send out unsolicited electronic mail transmission to the City or any of its employees without prior written approval of the Chief Technology Officer or designee, regardless of whether the proposed communication specifically references the awarded contract.

TERMINATION FOR FAILURE TO MEET SPECIFIED DELIVERY

Should the contractor consistently fail to meet the specified delivery, the City of Ferris reserves the right to cancel upon ten (10) days' written notice. The City expressly reserves the right to purchase these items elsewhere when delivery cannot be met, and the City of Ferris deems it necessary to override the contractual agreement.

FURNISH, SET-IN-PLACE, AND INSTALL

The Contractor is required to provide transportation to designated assessment site(s). The contractor is responsible for cartage, disassembly of shipping containers, final connections, and calibration if and when necessary. All installation work shall be done in a workmanlike manner with unit(s) fully prepared for use when the scope of work is completed. The Contractor is responsible for the disposal of all trash.

INSURANCE AND OTHER SECURITY

Taxes/Workers' Compensation/Unemployment Insurance – Including Indemnity

The contractor agrees and acknowledges that during the existence of this contract, the contractor shall be entirely responsible for the liability and payment of the contractor's and the contractor's employees' taxes of whatever kind arising out of the performances in this contract. The contractor agrees to comply with all state and federal laws applicable to any such persons, including laws regarding wages, taxes, insurance, and workers' compensation. The City of Ferris shall not be liable to the contractor, its employees, agents, or others for the payment of taxes or the provision of unemployment insurance and workers' compensation or any benefit available to a state employee or employee of another governmental entity customer.

The contractor agrees to indemnify and hold harmless the City and their employees, agents, representatives, contractors, and assignees from any and all liability, actions, claims, demands, or suits, and all related costs, attorneys' fees, and expenses, relating to tax liability, unemployment insurance and workers' compensation in its performance under this contract. The contractor shall be liable to pay all costs of defense, including attorneys' fees. The defense shall be coordinated by a contractor with the office of the Attorney General when Texas state agencies are named defendants in any lawsuit, and the contractor may not agree to any settlement without first obtaining concurrence from the Office of the Attorney General. The contractor and the City agree to furnish timely written notice to each other of any such claim.

Respondent Liability for Damage to Government Property

The Respondent shall be liable for all damages to government-owned, leased, or occupied property and equipment caused by the Respondent and its employees, agents, subcontractors, and suppliers, including any delivery or Cartage Company, in connection with any performance pursuant to the Contract. The Respondent shall notify the City Manager or Contract Manager in writing of any such damage within one (1) calendar day.

Force Majeure

The City, any Customer, and the Respondent shall not be responsible for delays in performance under the Contract should it be prevented from performance by an act of war, order of legal authority, act of God, or other unavoidable cause not attributable to the fault or negligence of the City, Customer or the Respondent.

In the event of an occurrence under this Section, the City, Customer, or Respondent (parties) will be excused from any further performance or observance of the requirements so affected for as long as such circumstances prevail and the party continues to use commercially reasonable efforts to recommence performance or observance whenever and to whatever extent possible without delay. The party shall immediately notify the other party by telephone (to be confirmed in writing within five (5) calendar days of the inception of such occurrence) and describe at a reasonable level of detail the circumstances causing the non-performance or delay in performance.

Liability Insurance

The contractor represents and warrants that it will, within five (5) business days of executing this agreement, provide the City of Ferris with current certificates of insurance or other proof acceptable to the City of the following insurance coverage:

All certificates of insurance for required coverage other than workers' compensation and professional liability must name the City of Ferris and its Officers, Directors, and Employees as additional insured.

Contractor shall:

- (1) provide documentation to the City of Ferris which should be included in your proposal at least thirty (30) calendar days prior to any cancellation, non-renewal, or material change of a required policy;
- (2) ensure all insurance policies and certificates of insurance for required coverage are written to include all products, services, and locations related to the Contractor's performance under the Contract; and
- (3) deliver all renewal policies to the City at least ten (10) calendar days before a required policy expires. All renewal policies and corresponding certificates of insurance must meet all terms outlined in the Contract.

Contractor must ensure that all provisions of the Contract concerning liability, duty, and standard of care, together with the indemnification provision, are underwritten by contractual liability coverage sufficient to include such Contractor's obligations under the Contract.

Minimum Required Amounts of Insurance Coverage	
Type of Insurance	Each Occurrence/Aggregate
<i>Workers' Compensation</i>	Statutory Limits
<i>Employer's Liability</i> Bodily Injury by Accident Bodily Injury by Disease Bodily Injury by Disease	\$1,000,000 Each Accident \$1,000,000 Each Employee \$1,000,000 Policy Limit
<i>Commercial General Liability</i> (occurrence-based)	Bodily Injury and Property Damage \$1,000,000 Each Occurrence Limit \$2,000,000 Aggregate Limit \$5,000 Medical Expense for each person \$2,000,000 Products/Completed Operations Aggregate Limit \$1,000,000 Personal Injury and Advertising Liability \$50,000 Damage to Premises Rented
<i>Automobile Liability</i> All Owned, Hired, and Non-owned vehicles	\$500,000 Combined Single Limit (for each accident)
<i>Umbrella/Excess Liability</i>	\$1,000,000 Per Occurrence
<i>Additional Insurance</i>	Additional insurance may be required by Customer depending on Customer's particular circumstances and the requirements of this bid. The customer will identify this insurance when placing a Purchase Order.

The contractor represents and warrants that the above coverage is with companies licensed in Texas, with an "A" rating from Best, and authorized to provide the corresponding coverage. The contractor also represents and warrants that all policies contain endorsements prohibiting cancellation except upon at least thirty (30) days prior written notice to the City of Ferris. The contractor represents and warrants that it shall maintain the above insurance coverage during the term of this Contract and shall provide the City with an executed copy of the policies immediately upon request.

AWARD

The City of Ferris intends to award in such a way as to gain the greatest benefit to the end result of this project and, therefore, the City. The City of Ferris will be the sole judge of what constitutes the most advantageous proposition to the City.

CRITERIA FOR AWARD

The evaluation of the Proposal will include the overall response to the Proposal. It will consist of, but not be limited to, the "Best Value Standard for Purchase of Goods or Services" and any other factor the City of Ferris

administration deems relevant. The City must be confident that their needs can be met. The City will make the award(s) on the offer(s) determined to be the best value to the City based on the criteria listed below.

Considerations for an award of this contract will include the factors under Government Code 2155.074. "Best Value Standard for Purchase of Goods or Services" are as follows:

- (1) Installation costs;
- (2) Life cycle costs;
- (3) The quality and reliability of the goods and services;
- (4) The delivery terms;
- (5) Indicators of probable vendor performance under the contract, such as past vendor performance, the vendor's financial resources and ability to perform, the vendor's experience or demonstrated capability and responsibility, and the vendor's ability to provide reliable maintenance agreements and support;
 - a. The cost of any employee training associated with the purchase;
 - b. The effect of a purchase on City productivity;
 - c. The vendor's anticipated economic impact on the City, including potential tax revenue and employment; and
 - d. Other factors relevant to determining the best value for the City in the context of a particular purchase.

PROPOSAL EVALUATION AND AWARD

- (1) The City of Ferris will award the contract(s) to Respondent(s) whose Proposal is considered to provide the best value to the City, as defined by Tex. Government Code, Section 2155.074.
- (2) The City reserves the right to award contract(s) without negotiations or a BAFO, or the City reserves the right not to make an award at all.
- (3) The Respondent is strongly encouraged to provide the best possible price in its Proposal because the City makes no guarantee that there will be any opportunity to negotiate or provide alternative pricing at any point during the RFP process.
- (4) An evaluation committee will determine the best value by applying the following criteria and assigned weighted values.

WEIGHT CRITERIA

20%	Background / Overview of Firm
25%	Experience and Qualifications
25%	Firm's Performance on Past Projects
30%	Pricing

An evaluation committee will determine if the Best and Final Offer (BAFO) is necessary. Award of contract(s) may be made without a BAFO, so you are encouraged to submit your best Proposal initially. A request for a BAFO is at the sole discretion of the City and, if requested, will be extended in writing.

INFORMATION FOR SELECTION JOC CONTRACTOR(S)

- (1) The RS Means Cost Book (the current edition) will be incorporated by reference at the time that the contractor submits cost estimates (quotes) to ensure that estimates do not exceed the RS Means pricing.

- (2) Specific requirements will be identified for the contractor(s) during the price estimation phase. Written quotes from the Contractor(s) for each project will be required.
- (3) Each individual Purchase Order issued for a particular project will not exceed \$250,000.
- (4) All Purchase Orders, including those with multiple parts, issued for the same project shall be treated as a single Order for purposes of the \$250,000 limit on Purchase Orders.
- (5) When Specification Standards do not include the work to be performed under a Job Order, the JOC Contractor may be required to propose appropriate technical specifications, or products and procedures, to the City for review and acceptance. All specifications, products, and procedures developed by the JOC Contractor must be in compliance with the contract documents and all current national, state, and local codes, industry standards, and applicable owner requirements and regulations.
- (6) No more than twenty-five percent (25%) of the dollar value of the Purchase Order may consist of items of work not pre-priced (i.e., Change Orders).

REQUIRED DOCUMENTS

PROPOSALS THAT DO NOT INCLUDE THE FOLLOWING PAGES WILL BE DISQUALIFIED

_____ (Name of Firm) requests to be considered for the following Job Order Contracts. (check all that apply)

The selected Contractor(s) will provide all labor, tools, and equipment as needed pertaining to the trade area(s) they wish to be considered for. The Contractor(s) is also aware that some work may be required at night and on weekends based on the schedule of City facilities or events.

_____ **Electrical** - Provide a method for all types of electrical work to be performed on City of Ferris facilities and property.

_____ **Painting** – Provide a method for all types of painting and painting-related work to be performed as needed on City of Ferris facilities and property.

_____ **Plumbing** – Provide a method for all types of plumbing work to be performed as needed on City of Ferris facilities and property.

_____ **Drywall** – Provide a method for all types of new drywall installation and existing drywall repairs as needed in City of Ferris facilities.

_____ **Cabling** – Provide a method for installation, service, and repairs to various communications projects as well as installation of cameras, security equipment, projectors, information technology components, and other related equipment located throughout the City.

_____ **HVAC** – Provide a method of installation, service, and repairs for all types of HVAC work to be performed on City of Ferris facilities.

_____ **Concrete** – Provide labor, tools, and equipment as needed to perform various cast-in-place concrete work located throughout the City of Ferris.

_____ **Roofing** – Provide a method of installation, replacement, and repair of all types of roofing-related work as needed throughout the City of Ferris.

_____ **Floor Covering** – Provide all labor, tools, and materials to install, remove, and repair all types of floor coverings and related work for floor covering projects in City facilities.

_____ **Rough Carpentry** – Provide all labor, tools, and materials required for new construction and remodeling projects as developed in the City.

_____ **Finish Carpentry** – Provide a method to design and complete finish carpentry projects as needed in City of Ferris facilities.

CRITERION ONE: BACKGROUND/OVERVIEW

NAME OF FIRM: _____

NUMBER OF EMPLOYEES: _____

PENDING LAWSUITS/INVESTIGATIONS: _____ Yes _____ No

(If Yes, explain) _____

OTHER INFORMATION TO CONSIDER: _____

CRITERION TWO: EXPERIENCE & QUALIFICATIONS

DESCRIBE SERVICES YOU PROVIDE: _____

CRITERION THREE: REFERENCES

REFERENCE #1

PROJECT OWNER: _____

PROJECT LOCATION: _____

PROJECT OWNER'S REPRESENTATIVE: _____

PROJECT DESCRIPTION: _____

REFERENCE #2

PROJECT OWNER: _____
PROJECT LOCATION: _____
PROJECT OWNER'S REPRESENTATIVE: _____
PROJECT DESCRIPTION: _____

REFERENCE #3

PROJECT OWNER: _____
PROJECT LOCATION: _____
PROJECT OWNER'S REPRESENTATIVE: _____
PROJECT DESCRIPTION: _____

REFERENCE #4

PROJECT OWNER: _____
PROJECT LOCATION: _____
PROJECT OWNER'S REPRESENTATIVE: _____
PROJECT DESCRIPTION: _____

CRITERION FOUR: PRICING

SERVICE TYPE	LICENSE TYPE	STANDARD HOURLY RATE	OVERTIME RATE	WEEKEND RATE
1. Electricians				
2. Master Electrician				
3. Journeyman Electrician				
4. Apprentice Electrician				
5. Plumbers				
6. Master Plumber				
7. Journeyman Plumber				
8. Apprentice Plumber				
9. Drywall				
10. Painting (Interior)				
11. Paining (Exterior)				
11. Insulators				
12. HVAC Repair, Testing, System Balancing				
13. Carpenters - Framing				
14. Carpenters - Finishing				
15. Asphalt Paving				
16. Concrete Paving/Formers				
17. Finish Doors/Hardware				
18. Earthwork/Excavation				
19. Lighting Interior/Exterior				
20. Openings, Window & Doors				
21. Pressure Washing				
22. Other _____				

VENDOR CERTIFICATION / ACCEPTANCE OF INSURANCE REQUIREMENTS

The undersigned hereby certifies that they have read, understood, and agree that acceptance by the City of Ferris of the bidder's offer by the issuance of a Purchase Order will create a binding legal contract. Furthermore, the bidder agrees to fully comply with documentary forms made as part of this specific procurement.

NAME OF COMPANY: _____

AUTHORIZED SIGNATURE: _____

TYPED NAME & TITLE: _____

EXECUTION OF OFFER

NOTE: THIS EXHIBIT MUST BE SIGNED AND RETURNED WITH THE PROPOSAL. THE PROPOSAL SHALL BE VOID IF FALSE STATEMENTS ARE CONTAINED IN THIS EXHIBIT.

By signature hereon, Respondent certifies that:

All statements and information prepared and submitted in response to this RFP are current, complete, and accurate.

Respondent has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted response.

All business addresses shown hereon are, in fact, the legal business addresses of the Respondent, and the Respondent qualifies as a Texas Resident Bidder under 1 TAC §111.2.

Under Government Code §2155.004, no person who prepared the specifications or this RFP has any financial interest in the Respondent's Proposal.

Respondent certifies that the responding entity and its principals are eligible to participate in this transaction and have not been subjected to suspension, debarment, or similar ineligibility determined by any federal, state, or local governmental entity and that the Respondent complies with the State of Texas statutes and rules relating to procurement.

Respondent represents and warrants that the individual signing this Execution of Offer is authorized to sign this document on behalf of the Respondent and to bind the Respondent under any contract resulting from the Proposal.

RESPONDENT (COMPANY) _____

SIGNATURE (INK) _____

NAME (TYPED/PRINTED) _____

TITLE _____

EMAIL ADDRESS _____

PHYSICAL ADDRESS _____

CITY/STATE/ZIP _____

TEXAS IDENTIFICATION NUMBER (TIN) _____