

Specifications

Proposal Specifications

INTRODUCTION:

Williamson County is seeking an overhead door contractor for annual preventative maintenance services for Williamson County building rolling doors, counter shutters, and Automatic Door Full Maintenance Services for overhead door systems (single, sliding, and swing doors) and American Association of Automatic Door Manufacture Inspections at Williamson County owned premises. This RFP is being completed for Facilities Department of Williamson County who is responsible for completing and overseeing automatic door maintenance repairs in Williamson County premises.

SCOPE:

This scope of work establishes the minimum requirements for providing overhead door annual preventative maintenance service and installation to Williamson County. The Contractor shall fully and timely provide all deliverable described herein in strict accordance with the terms, covenants, and conditions of the Contract and all applicable Federal, State and local applicable laws, standards, rules, and regulations. Contractor shall provide all labor, materials, equipment, and mobilization to complete the services for Williamson County. Non- emergency scheduled work hours are 6 am to 6 pm Monday through Friday, excluding Williamson County observed holidays. All approved emergency work requests will be scheduled accordingly by the Williamson County Contracts Administrator or designee.

GENERAL INFORMATION:

This method allows qualified respondents to submit a written proposal addressing pricing, qualifications, capacity to service Williamson County facilities, availability, approach, experience, and additional factors that will be used to ensure successful accomplishment of the requirements set forth herein. Williamson County will review, compare, and evaluate responses based on the criteria and weights identified in this RFP. It is Williamson County's intent to establish a qualified contractor to provide overhead door preventative maintenance services at various premises within Williamson County on an Annual basis. Williamson County intends to use the



established contract, while reserving the right to obtain service from other sources, if applicable, or perform the service in-house.

CONTRACT TERM:

Initial Contract Term: Services shall be for a period beginning on Date of Award and shall expire on or before September 30, 2024.

Renewal Options: If applicable, at the end of the Initial Contract Term, the Commissioners Court reserves the right to extend the Initial Contract Term, by mutual agreement of both parties, as it deems to be in the best interest of the County. The extension may be negotiated if renewal indications are provided within the County's timeframe which reflect renewal terms for the forthcoming policy year that are deemed by the County to be competitive with current market conditions. However, the County may terminate the contract at any time if funds are restricted, withdrawn, not approved, or if service is unsatisfactory. Any extension will be in twelve (12) month increments for up to an additional forty-eight (48) months, with the terms and conditions remaining the same. The total period of the contract, including all extensions will not exceed a maximum combined period of seventy- two (72) months. The extension of the contract is contingent on the appropriation of necessary funds by the Commissioners Court for the fiscal year in question. Upon the failure of the Commissioners Court to so appropriate in any year, the Respondent may elect to terminate the contract, with no additional liability to the County. The County and the Respondent agree that termination shall be the Respondent's sole remedy under this circumstance.

Contractor(s) may request a change to its hourly billing rates, in writing, a minimum of ninety (90) days prior to renewal for Williamson County's consideration.

Quantities: Unless this RFP states otherwise, the resulting contract award does not guarantee volume or a commitment of funds.

INQUIRIES:

The sole point of contact for inquiries concerning this solicitation is:

Williamson County Purchasing Specialist

Email address: johnny.grimaldo@wilco.org

Subject: RFP Williamson County Overhead Door Annual Preventative Maintenance Service



All communications relating to this solicitation shall be directed to the Williamson County contact person named above. All other communications between a respondent and Williamson County agency staff concerning this solicitation are prohibited. In no instance is a respondent to discuss cost information contained in a response with the Williamson County point of contact or any other staff prior to response evaluation. Failure to comply with these requirements may result in response disqualification.

TECHNICAL CONTACT:

Senior Director of Facilities or Designee, Williamson County, 3101 SE Inner Loop, Georgetown, TX 78626 shall serve as the County's Technical Contact with designated responsibility to ensure compliance with the requirements of the Contract and any ensuing agreement, such as but not limited to, acceptance, inspection and delivery, together with the Purchasing Department. The Technical Contact, together with the Purchasing Department, will serve as liaison between Williamson County Commissioners Court and the Successful Respondent.

PRE-PROPOSAL MEETING:

Pre-Proposal conference is scheduled for:

Date: Wednesday, November 10rd

Time: 9:30 am

Address:

Georgetown Annex

Room: Purchasing Training Room – P104A

100 Wilco Way

Georgetown, TX 78633

Attendance at the one (1) scheduled pre-proposal conference is NOT mandatory. Respondents are highly encouraged to attend as important information regarding proposal requirements and details of the projects may be discussed in detail. Please do not be late to the pre-proposal conference.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

Definitions, Terms and Conditions, Instructions and General Requirements

Definitions

Below are the definitions that will be used throughout the proposal.

Addendum/Addenda - means any written or graphic instruments issued by the County prior to the consideration of Proposals which modify or interpret the Proposal Documents by additions, deletions, clarifications, or corrections.

Agreement/Ensuing Agreement(s) - means the Successful Respondent may be required by the County to sign an additional Agreement containing terms necessary to ensure compliance with the RFP and the Respondent's Proposal. Such Ensuing Agreement(s) shall contain the Proposal specifications, terms and conditions that are derived from the RFP.

Buyer - means the designated Williamson County Purchasing contact.

Contract - means this RFP and the Proposal of the Successful Respondent shall become a Contract between the Successful Respondent and the County once the Successful Respondent's Proposal is properly accepted by the Williamson County Commissioners Court (sometimes referred to herein as the Commissioner's Court").

Commissioner's Court - means the Williamson County Commissioners Court.

County - means Williamson County, a political subdivision of the State of Texas.

Executive Summary - means the document submitted by Respondent that represents a concise summary of the contents of the Proposal. It does not include any information concerning costs.

Proposal Documents - means the Legal Notice, RFP including attachments, and any Addenda issued by the County prior to the consideration of any Proposals.

Proposal - means the complete, properly signed document, and ALL required forms and documentation listed in the proposal package which have been submitted in accordance with this RFP package. A Proposal submitted in accordance with this RFP is irrevocable during the specified time period for evaluation and acceptance of



Proposals, unless a waiver is obtained from the Williamson County Purchasing Agent.

Respondent - means a person or entity who submits a Proposal in response to this RFP.

Request for Proposals (RFP) - means this document, together with the attachments thereto and any future Addenda issued by the County.

Successful Respondent- means the responsible Respondent who, in the County's sole opinion, submits the Proposal which is in the best interest of the County, taking into account factors identified herein, and to whom the County intends to award the Contract.



Terms and Conditions

VENUE AND GOVERNING LAW

The Respondent hereby agrees and acknowledges that venue and jurisdiction of any suit, right, or cause of action arising out of or in connection with this RFP, the Contract, and any Ensuing Agreement(s), shall lie exclusively in either Williamson County, Texas or in the Austin Division of the Western Federal District of Texas, and the parties hereto expressly consent and submit to such jurisdiction. Furthermore, except to the extent that this RFP, the Contract and any Ensuing Agreement(s) is governed by the laws of the United States, this RFP, the Contract and any Ensuing Agreement(s) shall be governed by and construed in accordance with the laws of the State of Texas, excluding, however, its choice of law rules.

INCORPORATION BY REFERENCE AND PRECEDENCE

The Contract shall be derived from the RFP and its Addenda (if applicable), and the Respondent's Proposal. In the event of a dispute under the Contract, applicable documents will be referred to for the purpose of clarification or for additional detail in the following order of precedence:

- The RFP and its Addenda (if applicable); and
- The Respondent's Proposal

In the event the County requires that an Ensuing Agreement be executed following award and a dispute arises between the terms and conditions of the Ensuing Agreement, the RFP and its Addenda (if applicable), and the Respondent's Proposal, applicable documents will be referred to for the purpose of clarification or for additional detail in the following order of precedence:

- The terms and conditions of the Ensuing Agreement;
- The RFP and its Addenda; and
- The Respondent's Proposal.

OWNERSHIP OF PROPOSAL

Each Proposal shall become the property of the County upon submittal and will not be returned to Respondents unless received after the submittal deadline.

DISQUALIFICATION OF RESPONDENT

Upon signing and submittal of the Proposal, a Respondent offering to sell supplies, materials, services, or equipment to the County, certifies that the Respondent has not violated the



antitrust laws of the State of Texas codified in Business & Commerce Code, Section 15.01, or the Federal Antitrust Laws, and has not communicated directly or indirectly the offer made to any competitor or any other person engaged in such line of business. Any or all Proposals may be rejected if the County believes that collusion exists among the Respondents.

FUNDING

The County intends to budget and make sufficient funds available and authorize funds for expenditure to finance the costs of the Contract. All Respondents understand and agree that the County's payment of amounts under the Contract shall be contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to make payments under this Contract.

ASSIGNMENT, SUCCESSORS AND ASSIGNS

The Successful Respondent may not assign, sell, or otherwise transfer the Contract or any other rights or interests obtained under the Contract without written permission of the Williamson County the Commissioners Court. The Contract and any Ensuing Agreement(s) shall be binding upon and inure to the benefit of the contracting parties hereto and their respective successors and permitted assigns.

IMPLIED REQUIREMENTS

Products or services not specifically described or required in the RFP, but are necessary to provide the functional capabilities described by the Respondent, shall be implied and deemed to be included in the Proposal.

TERMINATION

Termination for Cause: The County reserves the right to terminate the Contract and/or any Ensuing Agreement(s) for default if the Successful Respondent breaches any of the Proposal specifications, terms and conditions, including warranties of the Respondent, if any, or if the Successful Respondent becomes insolvent or commits acts of bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies the County may have at law or in equity or as may otherwise be provided hereunder. Default may be construed as, but not limited to, failure to deliver the proper goods and/or services within the proper amount of time, and/or to properly perform any and all other requirements to the County's satisfaction, and/or to meet all other obligations and requirements.

Termination for Convenience: The County may terminate the Contract and/or any Ensuing Agreement(s) for convenience and without cause or further liability, upon no less than thirty (30) calendar days written notice to the Successful Respondent. The County reserves the right to extend this period if it is in the best interest of the County. In the event the County exercises



its right to terminate without cause, it is understood and agreed that only the amounts due to the Successful Respondent for goods, commodities and/or services provided, and expenses incurred to and including the date of termination, will be due and payable. No penalty will be assessed for the County's termination for convenience.

NON-PERFORMANCE

It is the objective of the County to obtain complete and satisfactory performance of the requirements set forth herein. In addition to any other remedies available at law, in equity or that may be set out herein, failure to perform may result in a deduction of payment equal to the amount of the goods and/or services that were not provided and/or performed to the County's satisfaction.

In the event of such non-performance, the County shall have the right, but shall not be obligated, to complete the services itself or by others and/or purchase the goods from other sources. If the County elects to acquire the goods or perform the services itself or by others, pursuant to the foregoing, the Successful Respondent shall reimburse the County, within ten (10) calendar days of demand, for all costs incurred by the County (including, without limitation, applicable, general, and administrative expenses, and field overhead, and the cost of necessary equipment, materials, and field labor) in correcting the nonperformance which the Successful Respondent fails to meet pursuant to the requirements set out herein. In the event the Successful Respondent refuses to reimburse the County as set out in this provision, the County shall have the right to deduct such reimbursement amounts from any amounts that may be then owing or that may become owing in the future to the Successful Respondent.

PROPRIETARY INFORMATION AND THE TEXAS PUBLIC INFORMATION ACT

All material submitted to the County shall become public property and subject to the Texas Public Information Act upon receipt. If a Respondent does not desire proprietary information in the Proposal to be disclosed, each page must be clearly identified and marked proprietary at time of submittal or, more preferably, all proprietary information may be placed in a folder or appendix and be clearly identified and marked as being proprietary. Failure to clearly identify and mark information as being proprietary as set forth under this provision will result in all unmarked information being deemed non-proprietary and available to the public. For all information that has not been clearly identified and marked as proprietary by the Respondent, the County may choose to place such information on the County's website and/or a similar public database without obtaining any type of prior consent from the Respondent.

The County will, to the extent allowed by law, endeavor to protect from public disclosure the information that has been identified and marked as proprietary. The final decision as to what information must be disclosed, however, lies with the Texas Attorney General.

To the extent, if any, that any provision in this RFP or in the Respondent's Proposal is in conflict



with Texas Government Code, Chapter 552, as amended (the "Public Information Act"), the same shall be of no force or effect. Furthermore, it is expressly understood, and agreed, that the County, and its officers and employees, may request advice, decisions, and opinions of the Attorney General of the State of Texas in regard to the application of the Public Information Act to any items or data furnished to the County as to whether or not the same are available to the public. It is further understood that that the County, and its officers and employees, shall have the right to rely on the advice, decisions and opinions of the Attorney General, and that the County, its officers and employees shall have no liability or obligation to any party hereto for the disclosure to the public, or to any person or persons, of any items or data furnished to the County by a party hereto, in reliance of any advice, decision or opinion of the Attorney General of the State of Texas.

RIGHT TO AUDIT

The Successful Respondent agrees that the County or its duly authorized representatives shall, until the expiration of three (3) years after termination or expiration of the services to be performed, have access to and the right to examine and photocopy any and all books, documents, papers and records of the Successful Respondent, which are directly pertinent to the services to be performed or goods to be delivered for the purposes of making audits, examinations, excerpts and transcriptions. The Successful Respondent agrees that the County shall have access during normal working hours to all necessary facilities and shall be provided adequate and appropriate workspace in order to conduct audits in compliance with the provisions of this section. The County shall give the Successful Respondent reasonable advance notice of intended audits.

TESTING AND INSPECTIONS

The County reserves the right to inspect and test equipment, supplies, materials and goods for quality and compliance with this RFP, and ability to meet the needs of the user. Demonstration units must be available for review. Should the goods or services fail to meet requirements and/or be unavailable for evaluation, the County can deem the Respondent to be in breach and terminate the Contract and/or any Ensuing Agreement(s).

PROPOSAL PREPARATION COSTS

The cost of developing Proposals is the sole responsibility of the Respondents and shall not be charged to the County. There is no expressed or implied obligation for the County to reimburse the Respondents for any expense incurred in preparing a Proposal in response to this RFP and the County will not reimburse the Respondents for such expenses.

INDEMNIFICATION

The Successful Respondent shall indemnify, defend and save harmless, the County, its officials, employees, agents and agent's employees from, and against, all claims, liability, and expenses including reasonable attorneys' fees, arising from activities of the Respondent, its agents, servants or employees, performed hereunder that result from the negligent act, error, or omission of the Respondent or any of the Respondent's agents, servants or employees, as well as all claims of loss or damage to the Respondent's and the County's property, equipment, and/or supplies.

Furthermore, the County, its officials, employees, agents and agents' employees shall not be liable for damages to the Successful Respondent arising from any act of any third party, including, but not limited to, theft. The Successful Respondent further agrees to indemnify, defend and save harmless, the County from its officials, employee, agents and agents' employees against all claims of whatever nature arising from any accident, injury, or damage whatsoever, caused to any person, or the property of any person, occurring in relation to the Successful Respondent's performance of any services requested hereunder during the term of the Contract and/or any Ensuing Agreement(s).

The Successful Respondent shall timely report all claims, demands, suits, actions, proceedings, liens or judgements to the County and shall, upon the receipt of any claim, demand, suit, action, proceeding, lien or judgement, not later than the fifteenth (15th) day of each month; provide the County with a written report on each such matter, setting forth the status of each matter, the schedule or planned proceedings with respect to each matter and the cooperation or assistance, if any, of the County required by the Successful Respondent in the defense of each matter. The Successful Respondent's duty to defend, indemnify and hold the County harmless shall be absolute. It shall not abate or end by reason of the expiration or termination of the Contract and/or any Ensuing Agreement(s), unless otherwise agreed by the County in writing. The provisions of this section shall survive the termination of the Contract and shall remain in full force and effect with respect to all such matters no matter when they arise. In the event of any dispute between the parties, as to whether a claim, demand, suit, action, proceeding, lien or judgement, that appears to have been caused by or appears to have arisen out of or in connection with acts or omissions of the County, the Respondent shall nevertheless fully defend such claim, demand, suit or action, proceeding, lien or judgement, until and unless there is a determination by a court of competent jurisdiction that the acts and omissions of the Respondent are not an issue in the matter.

The Successful Respondent's indemnification shall cover, and the Successful Respondent agrees to, indemnify the County, in the event the County is found to have been negligent for having selected the Successful Respondent to perform the work described in this request. The provision by the Successful Respondent of insurance shall not limit the liability of the Successful Respondent under the Contract and/or any Ensuing Agreement(s).



WAIVER OF SUBROGATION

The Successful Respondent and the Successful Respondent's insurance carrier waive any and all rights whatsoever with regard to subrogation against the County as an indirect party to any suit arising out of personal or property damages resulting from the Respondent's performance under this Contract and any Ensuing Agreement(s).

RELATIONSHIP OF THE PARTIES

The Successful Respondent shall be an independent contractor and shall assume all of the rights, obligations, liabilities, applicable to it as such independent contractor hereunder and any provisions herein which may appear to give the County the right to direct the Successful Respondent as to details of doing work herein covered, or to exercise a measure of control over the work, shall be deemed to mean that the Successful Respondent shall follow the desires of the County in the results of the work only. The County shall not retain or have the right to control the Successful Respondent's means, methods or details pertaining to the Successful Respondent's performance of the work. The County and the Successful Respondent hereby agree and declare that the Successful Respondent is an independent contractor and as such meets the qualifications of an "Independent Contractor" under Texas Workers Compensation Act, Texas Labor Code, Section 406.141, that the Successful Respondent is not an employee of the County, and that the Successful Respondent and its employees, agents and subcontractors shall not be entitled to workers compensation coverage or any other type of insurance coverage held by the County.

SOLE PROVIDER

The Successful Respondent agrees and acknowledges that it shall not be considered a sole provider of the goods and/or services described herein and that the County may contract with other providers of such goods and/or services if the County deems, at its sole discretion, that multiple providers of the same goods and/or services will serve the best interest of the County.

FORCE MAJEURE

If the party obligated to perform is 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 said party, the other party shall grant such party relief from the performance. The burden of proof for the need of such relief shall rest upon the party obligated to perform. To obtain release based on force majeure, the party obligated to perform shall file a written request with the other party.



SEVERABILITY

If any provision of this RFP, the Contract or any Ensuing Agreement(s) shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision thereof, but rather the entire RFP, Contract or any Ensuing Agreement(s) will be construed as if not containing the particular invalid or unenforceable provision or provisions, and the rights and obligation of the parties shall be construed and enforced in accordance therewith. The parties acknowledge that if any provision of this RFP, the Contract or any Ensuing Agreement(s) is determined to be invalid or unenforceable, it is the desire and intention of each that such provision be reformed and construed in such a manner that it will, to the maximum extent practicable, give effect to the intent of this RFP, the Contract or any Ensuing Agreement(s) and be deemed to be validated and enforceable.

EQUAL OPPORTUNITY

Neither party shall discriminate against any employee or applicant for employment because of race, color, sex, religion or national origin.

NOTICE

Any notice to be given shall be in writing and may be distributed by personal delivery, or by registered or certified mail, return receipt requested, addressed to the proper party, at the following address:

The County:

Williamson County Purchasing Department
Attn: Purchasing Agent
100 Wilco Way, Suite P101 (**Suite number must be clearly marked**) Georgetown, Texas
78626

The Respondent:

Address set out in Respondent's Transmittal Letter

Notices given in accordance with this provision shall be effective upon (1) receipt by the party to which notice is given, or (2) on the third (3rd) calendar day following mailing, whichever occurs first.

SALES AND USE TAX EXEMPTION

The County is a body, corporate and politic, under the laws of the State of Texas and claims exemption from sales and use taxes under Texas Tax Code, Section 151.309, as amended,



and the services and/or goods subject hereof are being secured for use by the County.

COMPLIANCE WITH LAWS

The County and the Successful Respondent shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any matter affecting the performance of the Contract and any Ensuing Agreement(s), including, without limitation, Workers' Compensation laws, salary and wage statutes and regulations, licensing laws and regulations. When required, the Successful Respondent shall furnish the County with certification of compliance with said laws, statutes, ordinances, rules, regulations, orders, and decrees above specified. INCORPORATION OF EXHIBITS, APPENDICES AND ATTACHMENTS

All of the Exhibits, Appendices and Attachments referred to herein are incorporated by reference as if set forth verbatim herein. Any conflicting terms in the Contract documents will be resolved at the sole discretion of the Commissioners Court.

NO WAIVER OF IMMUNITIES

Nothing herein shall be deemed to waive, modify, or amend any legal defense available at law or in equity to the County, its past or present officers, employees, or agents, nor to create any legal rights or claim on behalf of any third party. The County does not waive, modify, or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas and of the United States.

NO WAIVER

The failure or delay of any party to enforce at any time or any period of time any of the provisions of this RFP, the Contract or any Ensuing Agreement(s) shall not constitute a present or future waiver of such provisions nor the right of either party to enforce each and every provision. Furthermore, no term or provision hereof shall be deemed waived, and no breach excused unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether expressed or implied, shall not constitute a consent to, waiver of or excuse for any other, different or subsequent breach.

CURRENT REVENUES

The obligations of the parties under the Contract and any Ensuing Agreement(s) do not constitute a general obligation or indebtedness of the County for which the County is obligated to levy, pledge, or collect any of taxation. It is understood and agreed that the County shall



have the right to terminate the Contract and any Ensuing Agreement(s) at the end of any the County fiscal year if the governing body of the County does not appropriate sufficient funds as determined by the County's budget for the fiscal year in question. The County may effect such termination by giving written notice of termination to the Successful Respondent at the end of its then-current fiscal year.

BINDING EFFECT

This Contract and any Ensuing Agreement(s) shall be binding upon and inure to the benefit of the parties and their respective permitted assigns and successors.

ASSIGNMENT

The Successful Respondent's interest and duties hereunder may not be assigned or delegated to a third party without the express written consent of the County.

SAFETY

The Successful Respondent is responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with any services to be provided hereunder. The safety program shall comply with all applicable requirements of the current federal Occupational Safety and Health Act and all other applicable federal, state, and local laws and regulations.

GENERAL OBLIGATIONS AND RELIANCE

The Successful Respondent shall perform all services and/or provide all goods, as well as those reasonably inferable and necessary for completion and provision of services and/or goods required hereunder. The Successful Respondent shall keep the County informed of the progress and quality of the services. The Successful Respondent agrees and acknowledges that the County is relying on the Successful Respondent's represented expertise and ability to provide the goods and/or services described herein. The Successful Respondent agrees to use its best efforts, skill, judgment, and abilities to perform its obligations in accordance with the highest standards used in the profession and to further the interests of the County in accordance with the County's requirements and procedures. The Successful Respondent's duties, as set forth herein, shall at no time be in any way diminished by reason of any approval by the County, nor shall the Successful Respondent be released from any liability by reason of such approval by the County, it being understood that the County at all times is ultimately relying upon the Successful Respondent's skill and knowledge in performing the services and providing any goods required hereunder.



CONTRACTUAL DEVELOPMENT

The Commissioners Court may award the Contract on the basis of the initial Proposals received, without any further or additional discussions. Therefore, each initial Proposal should contain the Respondent's best terms and offer. The contents of the RFP and the selected Proposal will become an integral part of the Contract, but may be modified, at Williamson County's sole discretion, by provisions of an Ensuing Agreement. Therefore, the Respondent must agree to inclusion in an Ensuing Agreement of the Proposal specifications, terms, and conditions of this RFP. Williamson County may, at its discretion, opt to conduct further discussions with responsible offerors and request the highest ranked firm's Best and Final Offer (BAFO).

ENTIRE AGREEMENT

The Contract and any Ensuing Agreement(s) shall supersede all prior Agreements, written or oral between the Successful Respondent and the County and shall constitute the entire Agreement and understanding between the parties with respect to the services and/or goods to be provided. Each of the provisions herein shall be binding upon the parties and may not be waived, modified, amended, or altered, except by writing signed by the Successful Respondent and the County.

SURVIVABILITY

All applicable agreements that were entered into between the Successful Respondent and the County, under the terms and conditions of the Contract and/or any Ensuing Agreement(s), shall survive the expiration or termination thereof for ninety (90) days unless a new contract has been awarded.

The County may exercise, by written notice to the Successful Respondent no later than ten (10) calendar days of the Contract expiration, this clause for emergency cases only.

PAYMENT

The County's payment for goods and services shall be governed by the Texas Government Code, Chapter 2251. An invoice shall be deemed overdue the thirty-first (31st) day after the later of the following:

1. The date the County receives the goods under the Contract.
2. The date the performance of the service under the Contract is completed; or



3. The date the Williamson County Auditor receives an invoice for the goods or services.

Interest charges for any overdue payments shall be paid by the County in accordance with Texas Government Code, Section 2251.025. More specifically, the rate of interest that shall accrue on a late payment is the rate in effect on September 1 of the County's fiscal year in which the payment becomes due. The said rate in effect on September 1 shall be equal to the sum of one (1) percent and the prime rate published in the Wall Street Journal on the first (1st) day of July of the preceding fiscal year that does not fall on a Saturday or Sunday.

In the event that an error appears in an invoice submitted by the Successful Respondent, the County shall notify the Successful Respondent of the error not later than the twenty-first (21st) day after the date the County receives the invoice. If the error is resolved in favor of the Successful Respondent, the Successful Respondent shall be entitled to receive interest on the unpaid balance of the invoice submitted by the Successful Respondent beginning on the date that the payment for the invoice became overdue. If the error is resolved in favor of the County, the Successful Respondent shall submit a corrected invoice that must be paid in accordance with the time set forth above. The unpaid balance accrues interest as provided by the Texas Government Code, Chapter 2251, if the corrected invoice is not paid by the appropriate date.

As a minimum, invoices shall include:

1. Name, address, and telephone number of the Successful Respondent and similar information in the event the payment is to be made to a different address.
1. The County Contract, Purchase Order.
1. Identification of items or service as outlined in the Contract.
1. Quantity or quantities, applicable unit prices, total prices, and total amount.
1. Any additional payment information which may be called for by the Contract.

Payment inquiries should be directed to the following address:

Williamson County Auditor's Office, Accounts Payable Department
Email: accountspayable@wilco.org Phone: 512-943-1500



CONTRACTUAL FORMATION AND ENSUING AGREEMENT

The RFP and the Respondent's Proposal, when properly accepted by the Commissioners Court, shall constitute a Contract equally binding between the Successful Respondent and the County. The Successful Respondent may be required by Williamson County to sign an additional agreement containing terms necessary to ensure compliance with the RFP and Respondent's proposal.

LEGAL LIABILITY INFORMATION

The Successful Respondent shall disclose all legal liability information by listing any pending litigation, civil or criminal, or anticipated litigation that your firm is involved in including, but not limited to, potential or actual legal matters with private parties and any local, state, federal or international governmental entities. Furthermore the Respondent certifies to the best of its knowledge and belief that within the last five (5) years Respondent or Respondent Related Entities have not: a. been indicted or convicted of a crime involving moral turpitude or business honesty or integrity in any jurisdiction; b. been suspended, debarred or otherwise disqualified from entering into any contract with any governmental agency; c. had any business license or professional license suspended or revoked; d. had any sanction or finding of fact imposed as a result of a judicial or administrative proceeding related to fraud, extortion, bribery, bid rigging, embezzlement, misrepresentation or anti-trust; and e. been, and is not currently, the subject of a criminal investigation by any federal, state or local prosecuting or investigative agency and/or civil anti-trust investigation by any federal, state or local prosecuting or investigative agency. If Respondent cannot so certify to the above, then it must submit along with its proposal, proposal or contract a written explanation of why such certification cannot be made. The Commissioner's Court will determine whether a contract may be entered into with the Respondent. The Respondent's obligation pursuant to this certification is ongoing from and after the effective date of the contract through the termination date thereof. Accordingly, the Respondent shall have an obligation to immediately notify the Purchasing Department in writing if at any time during the term of the contract it becomes aware of any event which would cause the Respondent's certification or explanation to change. Respondent acknowledges that the Commissioner's Court may, in its sole discretion, terminate the contract for cause if it learns that any of the certifications made herein are currently false due to intervening factual circumstances or were false or should have been known to be false when entering into the contract. The County reserves the right to consider legal liability information in the recommendation of any proposed contract to the Commissioners Court.

CONFIDENTIALITY

Respondent expressly agrees that it will not use any direct or incidental confidential information that may be obtained while working in a governmental setting for its own benefit, and agrees that it will not access unauthorized areas or confidential information and it will not disclose any information to unauthorized third parties, and will take care to guard the security of the



information at all times.

INCLEMENT WEATHER

In case of inclement weather or any other unforeseen event causing the County to close for business on the date of a Proposal submission deadline, the Proposal closing will automatically be postponed until the next business day the County is open. If inclement weather conditions or any other unforeseen event causes delays in carrier service operations, the County may issue an Addendum to all known Respondents interested in the project to extend the deadline. It will be the responsibility of the Respondent to notify the County of their interest in the project if these conditions are impacting their ability to turn in a submission within the stated deadline. The County reserves the right to make the final judgement call to extend any deadline.

AIR QUALITY

In determining the overall best Proposal, the County may, to the extent applicable, exercise the option granted to local governments under the Texas Local Government Code, Section 271.907.

This option allows the County to evaluate Proposals and give preference to goods and/or services of a Respondent that demonstrates that the Respondent meets or exceeds any and all state or federal environmental standards, including voluntary standards, relating to air quality. If the Proposal being submitted will have an effect on air quality for the County (as it relates to any state, federal, or voluntary air quality standard), then the Respondent is encouraged to provide information in narrative indicating the anticipated air quality impact. All Respondents are expected to meet all mandated state and federal air quality standards.

COOPERATIVE PURCHASING PROGRAM

During the term of the Contract resulting from this RFP, the County would like to afford the same prices, terms and conditions to other political subdivisions or public entities. Another entity's participation in the Contract resulting from this RFP is subject to a properly authorized Purchasing Cooperative Inter-Local Agreement (ILA) with the County. Any liability created by purchase orders issued against the Contract shall be the sole responsibility of the governmental agency placing the order.

PREVAILING WAGE RATES – TEXAS GOVERNMENT CODE, CHAPTER 2258

1. Duty to Pay Prevailing Wage Rates. The Contractor shall pay not less than the wage scale of the various classes of labor as shown on the "Prevailing Wage Schedule", as defined in **Paragraph 2** below. The specified wage rates are minimum rates only and are not representations that qualified labor adequate to perform the Work is available

locally at the prevailing wage rates. The Owner is not bound to pay—and will not consider—any claims for additional compensation made by the Contractor because the Contractor pays wages in excess of the applicable minimum rate contained in the Contract Documents. The “Prevailing Wage Schedule” is not a representation that quantities of qualified labor adequate to perform the Work may be found locally at the specified wage rates.

- a) For classifications not shown, workers shall not be paid less than the wage indicated for Laborers. The Contractor shall notify each worker commencing work on the Project of the worker’s job classification and the established minimum wage rate required to be paid, as well as the actual amount being paid. The notice must be delivered to and signed in acknowledgement of receipt by the employee and must list both the monetary wages and fringe benefits to be paid or furnished for each classification in which the worker is assigned duties. When requested by Owner, competent evidence of compliance with the Texas Prevailing Wage Law shall be furnished by Contractor.
- b) A copy of each worker wage rate notification shall be submitted to the Owner with the Application for Payment for the period during which the worker began on-site activities.

2. Prevailing Wage Schedule. Pursuant to Texas Government Code Section 2258.022(2), the general prevailing rate of per diem wages for each craft or type of worker needed to execute the Contract and the prevailing rate for legal holiday and overtime work shall be the most recent prevailing wage rate for Williamson County, Texas for building construction as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments, which are published and can be obtained online at <https://sam.gov/search/?index=dbra> (the “Prevailing Wage Schedule”). Should the Contractor at any time become aware that a particular skill or trade not reflected on the Prevailing Wage Schedule will be or is being employed in the Work, whether by the Contractor or by a subcontractor, the Contractor shall promptly inform the Owner and shall specify a wage rate for that skill or trade, which shall bind the Contractor.

3. Penalty for Violation. The Contractor and any subcontractor shall pay to the Owner a penalty of **sixty dollars (\$60.00)** for each worker employed for each calendar day, or portion thereof, that the worker is paid less than the wage rates stipulated in the Prevailing Wage Schedule or any supplement or update thereto pursuant to **Paragraph 2** above. The Contractor and each subcontractor shall keep, or cause to be kept, an accurate record showing the names and occupations of all workers employed in

connection with the Work and showing the actual per diem wages paid to each worker, which records shall be open at all reasonable hours for the inspection by the Owner.

4. Complaints of Violations of Prevailing Wage Rates. Within **thirty-one (31) days** of receipt of information concerning a violation of **Texas Government Code, Chapter 2258**, the Owner shall make an initial determination as to whether good cause exists to believe a violation occurred. The Owner's decision on the initial determination shall be reduced to writing and sent to the Contractor or subcontractor against whom the violation was alleged, and to the affected worker. When a good cause finding is made, the Owner shall retain the full amounts claimed by the claimant or claimants as the difference between wages paid and wages due under the Prevailing Wage Schedule and any supplements thereto, together with the applicable penalties, such amounts being subtracted from successive progress payments pending a final decision on the violation.

5. Arbitration Required if Violation not Resolved. After the Owner makes its initial determination, the affected Contractor or subcontractor and worker have **fourteen (14) days** in which to resolve the issue of whether a violation occurred, including the amount that should be retained by Owner or paid to the affected worker. If the Contractor or subcontractor and affected worker reach an agreement concerning the worker's claim, the Contractor shall promptly notify the Owner in a written document signed by the worker. If the Contractor or subcontractor and affected worker do not agree before the **fifteenth (15th) day** after the Owner's determination, the Contractor or subcontractor and affected worker must participate in binding arbitration in accordance with the **Texas General Arbitration Act, Chapter 171, Tex. Civ. Prac. & Rem. Code**. The parties to the arbitration have **ten (10) days** after the expiration of the **fifteen (15) days** referred to above, to agree on an arbitrator; if by the **eleventh (11th) day** there is no agreement to an arbitrator, a district court shall appoint an arbitrator on the petition of any of the parties to the arbitration.

6. Arbitration Award. If an arbitrator determines that a violation has occurred, the arbitrator shall assess and award against the Contractor or subcontractor the amount of penalty as provided herein and the amount owed the worker. The Owner may use any amounts retained hereunder to pay the worker the amount as designated in the arbitration award. If the Owner has not retained enough from the Contractor or subcontractor to pay the worker in accordance with the arbitration award, the worker has a right of action against the Contractor and subcontractor as appropriate, and the surety of either to receive the amount owed, attorneys' fees and court costs. The Contractor shall promptly furnish a copy of the arbitration award to the Owner.

7. Prevailing Wage Retainage. Money retained pursuant to these Prevailing Wage Rate Provisions shall be used to pay the claimant or claimants the difference between the

amount the worker received in wages for labor on the Project at the rate paid by the Contractor or subcontractor and the amount the worker would have received at the general prevailing wage rate as provided by the agreement of the claimant and the Contractor or subcontractor affected, or in the arbitrator's award. The full statutory penalty of **sixty dollars (\$60.00) per day** of violation per worker shall be retained by the Owner to offset its administrative costs, pursuant to **Texas Government Code, §2258.023**. Any retained funds in excess of these amounts shall be paid to the Contractor on the earlier of the next progress payment or final payment. Provided, however, that the Owner shall have no duty to release any funds to either the claimant or the Contractor until it has received the notices of agreement, or the arbitration award as provided under the Contract Documents for the Project.

8. No Extension of Time. If the Owner determines that good cause exists to believe a violation has occurred, the Contractor shall not be entitled to an extension of time for any delay arising directly or indirectly from of the procedures set forth in under the Contract Documents for the Project.

9. Contractor Defined. For purposes of the above stated Prevailing Wage Rate Provisions, the term "Contractor" shall mean and include the Successful Bidder or Successful Respondent, whichever the case may be for the particular solicitation.

10. Owner Defined. For purposes of the above stated Prevailing Wage Rate Provisions, the term "Owner" shall mean and include Williamson County or County.

11. Contract Defined. For purposes of the above stated Prevailing Wage Rate Provisions, the term "Contract" shall mean and include the ensuing agreement or contract awarded as a part of this solicitation.

**ADDITIONAL REQUIREMENTS MAY BE APPLICABLE RELATED TO THE
CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY ACT (CARES) AND THE
AMERICAN RESCUE PLAN ACT (ARPA) (C.F.D.A. 21.027) WHERE FUNDING
MANDATES LEGAL COMPLIANCE:**

1.
 - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.

- b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
- 2.
- 3.
4.
 - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
 - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
- 5.
- 6.
- 7.
- 8.

conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
 - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
 - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
 - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
 - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
 - v. Recipient Integrity and Performance Matters, pursuant to which the award

term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.

- vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
 - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
 - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
 - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
- i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance.
 - ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability.
 - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance.
 - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
 - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made



available by state and local governments or instrumentalities or agencies thereto.

10.

11.

U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.

12. **False Statements.** Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.

13.

14.

- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
- b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress.
 - ii. An Inspector General.
 - iii. The Government Accountability Office.
 - iv. A Treasury employee responsible for contract or grant oversight or management.
 - v. An authorized official of the Department of Justice or other law enforcement agency.
 - vi. A court or grand jury; or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.

- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17.

18. **Reducing Text Messaging While Driving.** Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

19. **Clean Air Act and The Federal Water Pollution Control Act Compliance.**

Vendor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq. and the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. and Vendor agrees to report each violation to the Customer and understands and agrees that the Customer will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office. If applicable, Vendor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by FEMA.

20. **Suspension and Debarment.** (1) This Agreement is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Vendor is required to verify that none of the Vendor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The Vendor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by Customer. If it is later determined that the Vendor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Customer, the Federal Government may

pursue available remedies, including but not limited to suspension and/or debarment.

(4) The Vendor, bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any agreement that may arise from this offer. The Vendor, bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

21. Recovered Materials. (1) In the performance of this Agreement, the Vendor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired— (a) Competitively within a timeframe providing for compliance with the contract performance schedule; (b) Meeting contract performance requirements; or (c) At a reasonable price.

(2) Information about this requirement, along with the list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines web site: <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

(3) The Vendor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.”

22. Access to Records. The following access to records requirements applies to this Agreement:

(1) The Vendor agrees to provide Customer, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Vendor which are directly pertinent to this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions.

(2) The Vendor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

(3) The Vendor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites

pertaining to the work being completed under the contract.

(4) In compliance with the Disaster Recovery Act of 2018, the Customer and the Vendor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States.

23. **Use of DHS Seals and Related Items.** The Vendor shall not use Department of Homeland Security ("DHS") seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.
24. **Compliance with Federal Law and FEMA Rules.** This is an acknowledgement that FEMA financial assistance will be used to fund all or a portion of the agreement. The Vendor will comply with all applicable Federal law, regulations, executive orders, FEMA policies, procedures, and directives.
25. **Compliance with Byrd Anti-Lobbying Act, 31 U.S.C. § 1352 (as amended).** Vendors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.
26. **No Federal Government Obligations.** The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, Vendor, or any other party pertaining to any matter resulting from this Agreement.
27. **False Claims Act Compliance and Program Fraud Prevention.** The Vendor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Vendor's actions pertaining to this Agreement.



Purchasing Department



Instructions and General Requirements

ACKNOWLEDGEMENT

By submitting a response to this solicitation, the Respondent acknowledges the specifications and requirements herein. The terms and conditions of the solicitation document shall govern unless specifically provided for otherwise in a separate agreement or on the face of a purchase order. It is the sole responsibility of respondents to stay apprised of changes or addendums to the solicitation.

REJECTION OR ACCEPTANCE

The County reserves the right to reject any or all responses, or to accept any response deemed most advantageous, or to waive any irregularities or informalities in the response received that best serves the interest and at the sole discretion of the County.

Any acceptance to or additional terms and conditions attached to the response will not be considered unless respondent specifically and clearly references them on the front of the solicitation response document. **WARNING:** Exception to or additional terms and conditions may result in disqualification of the response.

The County reserves the right to enter into an Agreement or a Purchase Order with a single award, split awards, non-award, or use any combination that best serves the interest and at the sole discretion of the County.

Awards should be made approximately sixty (60) business days after the Bid opening date. Results may be obtained by viewing the Williamson County vendor portal at the following link:



<https://wilco.bonfirehub.com/portal/?tab=pastOpportunities>

COMPLIANCE WITH RFP SPECIFICATIONS

It is intended that this Solicitation describes the requirements and the solicitation format in sufficient detail to secure comparable solicitations. Failure to comply with all provisions of the solicitation may, at the sole discretion of the County, result in disqualification.

AMBIGUITY, CONFLICT, OR OTHER ERRORS IN THIS IFB

If a Bidder discovers any ambiguity, conflict, discrepancy, omission or other error in this solicitation, the respondent shall immediately notify the County Purchasing Department of such error in writing and request modification or clarification of the document.

Modifications will be made by issuing Addenda. If the respondent fails to notify the County prior to the date and time fixed for submission of Bids of an error or ambiguity in the solicitation known to the respondent, or an error or ambiguity that reasonably should have been known to the respondent, then the respondent shall be deemed to have waived the error or ambiguity or its later resolution.

The County may also modify the solicitation, no later than forty-eight (48) hours prior to the date and time fixed for submission of responses, by issuance of an Addendum. All Addenda will be numbered consecutively, beginning with one (1).



SILENCE OF SPECIFICATIONS

The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

AUTHORIZATION OF RESPONDENT

Respondent shall be an individual who is authorized to bind the proposal contractually.

1. If the respondent is a Corporation or Limited Liability Company, the legal name of the Corporation or Limited Liability Company shall be provided.
2. If the respondent is a General Partnership, the true name of the firm shall be provided.
3. If the respondent is a Limited Partnership, the name of the Limited Partner's General Partner shall be provided.
4. If the respondent is a Sole Proprietor(s) (individual), each Sole Proprietor(s) shall be provided.
5. If response is by an agent, other than the Sole Proprietor(s) or an officer of a Corporation, Limited Liability Company, General Partner or a member of a General Partnership, a power of attorney or equivalent document must be submitted to the Williamson County Purchasing Department.



ASSUMED BUSINESS NAME

If the respondent operates business under an Assumed Business Name, the respondent must have on file with the Williamson County Clerk a current Assumed Name Certificate and provide a file marked copy of same prior to contract award.

ECONOMY OF PRESENTATION

Responses should not contain promotional or display materials, except as they may directly answer in whole or in part questions contained in the solicitation. Such exhibits shall be clearly marked with the applicable reference number of the question in the Solicitation.

Solicitations must address the technical requirements as specified in the solicitation. All questions posed by the Solicitation must be answered concisely and clearly. Responses that do not address each criterion may be, at the sole discretion of the County, rejected and not considered.

SOLICITATION OBLIGATION

The contents of the Solicitation, response, and any clarification thereof submitted by the Successful Respondents shall become part of the contractual obligation and incorporated by reference into the Contract and any Ensuing Agreement(s).

EVALUATION AND AWARD

The County reserves the right to use all pertinent information (also learned from sources other than disclosed in the solicitation process) that might affect the County's judgment as to the appropriateness of an award to the lowest and best evaluated solicitation. This information may be appended to the solicitation evaluation process results. Information on a respondent from reliable sources, and not within the respondent's response, may also be noted and made part of the evaluation file. The County shall have sole discretion for determining the

reliability of the source.

To ensure the proper and fair evaluation of a solicitation, the County prohibits unsolicited communication initiated by the respondent to the County Official or Employee evaluating or considering the responses prior to the time an award has been made. Unsolicited communication may be ground for disqualifying the offending respondent from consideration or award of the solicitation, or any future solicitation.

Communication between the respondent and the County will be initiated by the appropriate County Official or Employee in order to obtain information or clarification needed to develop a proper and accurate evaluation of the solicitation.

The County intends to award a Contract to the most responsible and responsive respondent whose response will be most advantageous to the County. In accordance with Texas Government Code and Local Government Code, the County may consider, to the extent allowed by law, the following:

1. Price.
2. The Respondent's experience and reputation.
3. Quality of the Respondent's goods and/or services.
4. The Respondent's safety record.
5. The Respondent's proposed personnel.
6. The Respondent's financial capabilities; and
7. Any other relevant factors specifically listed in this solicitation or authorized by law.



CONSIDERATION OF LOCATION OF PRINCIPAL OFFICE

Pursuant to Texas Local Government Code, Section 271.905, in purchasing any real property or personal property that is not affixed to real property, if the County receives one or more Bids from a Bidder whose principal place of business is in Williamson County and whose Bid is within three (3) percent of the lowest Bid price received by the County from a Bidder who is not a resident of Williamson County, the County may enter into a contract with:

1. The lowest Bidder; or the Bidder whose principal place of business is in Williamson County if the Commissioners Court determines, in writing, that the local Bidder offers the County the best combination of contract price and additional economic development opportunities for Williamson County created by the contract award, including the employment of residents of Williamson County and increased tax revenues to Williamson County.

WITHDRAWAL OF SOLICITATION

The respondent may withdraw its response by submitting a written request with the company letterhead and the signature of an authorized individual, as described in Section 3.4, Signature of respondent, to the Williamson County Purchasing Department any time prior to the submission deadline.

The respondent may submit a new solicitation prior to the deadline. Alterations of the solicitation in any manner will not be considered if submitted after the deadline. Withdrawal of a response after the deadline will be subject to written approval of the Williamson County Purchasing Agent.

RESPONSIBILITY

It is expected that a prospective Respondent will be able to affirmatively demonstrate



responsibility. A prospective Respondent should be able to meet the following requirements:

1. Have adequate financial resources, or the ability to obtain such resources as required.
2. Be able to comply with the required or proposed delivery schedule.
3. Have a satisfactory record of performance that can be determined thru references provided;
and
4. Be otherwise qualified and eligible to receive an award.

The County may request representation and other information sufficient to determine the Bidder's ability to meet these minimum standards listed above.

FIRM PRICING

For unit price items, all of the items listed are to be on a "per unit" basis, stating a firm price per unit or unit quantity of each item. The Respondent must submit a firm price that must be good from the date of solicitation opening for the fixed period of time set out in this solicitation.

Unless the Solicitation expressly states otherwise, this period shall be until the end of the Initial Contract Period.

Responses which do not state a fixed price, or which are subject to change without notice, will not be considered. The Court may award a Contract for the period implied or expressly stated in the lowest and best response.

PURCHASE ORDERS

If required by the Williamson County Purchasing Department, a purchase order(s) may be generated to the Successful Respondent for goods and/or services. If a purchase order is



issued, the purchase order number must appear on all itemized invoices and/or requests for payment.

SOLICITATION SUBMITTAL DEADLINE

The responses are due no later than the submittal date and time set forth in the Public Announcement and General Information listed in this Solicitation package. Contents of each response shall be submitted in accordance with this Solicitation.

ETHICS

The Respondent shall not accept or offer gifts or anything of value nor enter into any business arrangement with any employee, official or agent of the County.

DELIVERY OF RESPONSES

It is preferred that responses be submitted electronically through Bonfire; however, Respondents may submit a hard copy (if preferred). Please be aware that submitting responses electronically is a convenience to the Respondent. Williamson County takes no responsibility for any third-party system interruption potentially causing late delivery of respondent's submittal.

If mailed or delivered in person, responses and addenda are to be delivered in sealed envelope on or before the submittal deadline, as noted in this solicitation, to:

Williamson County Purchasing Department
Attn: **Solicitation Name and Number**
100 Wilco Way, Suite P101
Georgetown, Texas 78626



Suite Number must be clearly marked on the envelope to ensure delivery to the proper mailbox. Also, all respondents should list their Name and Address, and the Date of the Solicitation opening on the outside of the box or envelope and note "Sealed Solicitation Enclosed." Williamson County will not accept any responses after the submittal deadline and shall return such responses unopened to the respondent. The County will not accept any responsibility for solicitations being delivered by third party carriers.

Solicitations will be opened publicly in a manner to avoid public disclosure of contents. Only names of Bidders will be read aloud, and no pricing will be announced at the opening.

EX PARTE COMMUNICATION

Please note that to ensure the proper and fair evaluation of a response to a solicitation, the County prohibits ex parte communication (e.g., unsolicited) initiated by the Respondent to any Elected Official/Department Head, County Employee or Committee Member evaluating or considering the responses prior to the time a formal decision has been made. Questions and other communication from vendors will be permissible by the means established in the solicitation until the day and time specified as the deadline for questions. Any communication between Respondent and the County after the deadline for questions will be initiated by the appropriate County Official or Employee in order to obtain information or clarification needed to develop a proper and accurate evaluation of the response. Ex parte communication may be grounds for disqualifying the offending Respondent from consideration or award of the solicitation then in evaluation. If a Respondent violates these provisions more than once in a three (3) year period, the Purchasing Officer may debar the Respondent from the sale of goods or services to the County for a period not to exceed three (3) years.



Additional Stipulations

Additional Stipulations

Introduction

The Proposal evaluation and selection process is detailed in this section, as are other factors, and the format in which the Price Proposal of each Proposal should be submitted.

Price Proposal

The Respondent must utilize the price sheet form as provided in this RFP. The Price Proposal should be included in each copy of the Proposal if submitted in paper form.

Note: Any reworked version of the price sheet that is intended to be a substitute and that is provided by a Respondent may be determined as non-responsive, and may, at the County's sole discretion, result in the Respondent's disqualification.

Technical Contact

The person identified as Williamson County's Technical Contract will have designated responsibility to ensure compliance with the requirements of the Contract and any ensuing agreement, such as but not limited to, acceptance, inspection and delivery, together with the Purchasing Department. The Technical Contact, together with the Purchasing Department, will serve as liaison between Williamson County Commissioners Court and the Successful Respondent.

Initial Contract Term

As listed within this RFP

Contract Extensions (if applicable)

If applicable, at the end of the Initial Contract Term, the Commissioners Court reserves the right to extend the Initial Contract Term, by mutual agreement of both parties, as it deems to be in the best interest of the County. The extension may be negotiated if renewal indications are provided within the County's timeframe which reflect renewal terms for the forthcoming policy year that are deemed by the County to be competitive with current market conditions. However, the County may terminate the contract at any time if funds are restricted, withdrawn, not approved, or if service is unsatisfactory. Any extension will be in twelve (12) month increments for up to an additional twenty-four (24) months, with the terms and conditions remaining the same. The total period of the contract, including all extensions will not exceed a maximum combined period of sixty (60) months. The extension of the contract is contingent on



the appropriation of necessary funds by the Commissioners Court for the fiscal year in question. Upon the failure of the Commissioners Court to so appropriate in any year, the Respondent may elect to terminate the contract, with no additional liability to the County. The County and the Respondent agree that termination shall be the Respondent's sole remedy under this circumstance.

Insurance Requirements

By signing the submittal, the Respondent agrees to maintain at all times during any term of the Contract and any ensuing Agreement at Respondent's cost, insurance in accordance with this provision. Respondent will be required to submit Certificates of Insurance **immediately following contract award and prior to issuance of a Purchase Order.**

All certificates of insurance coverage as specified below must be provided to the following Location and should include the RFP number and description:

Williamson County Purchasing Department
100 Wilco Way,
Ste P101
Georgetown, Texas 78626

Failure to comply with these Insurance Requirements may result in the termination of the Contract and any ensuing Agreement(s) between the Successful Respondent and County.

Successful Respondent must comply with the following insurance requirements at all times during this Contract:

Coverage Limits. Except as specified otherwise in the Contract and any ensuing Agreement(s), Successful Respondent, at Successful Respondent's sole cost, shall purchase and maintain during the entire term while the Contract and any ensuing Agreement(s) is in effect the following insurance:

Worker's Compensation in accordance with statutory requirements.

Commercial General Liability Insurance with a combined minimum Bodily Injury and Property Damage limits of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate.

Automobile Liability Insurance for all owned, non-owned, and hired vehicles with combined minimum limits for Bodily Injury and Property Damage limits of \$500,000.00 per occurrence and \$1,000,000.00 in the aggregate.

Professional Liability Errors and Omissions Insurance in the amount of \$2,000,000.00 per claim.

Additional Insureds; Waiver of Subrogation. County, its directors, officers and employees shall be added as additional insureds under policies listed under (2) and (3) above, and on those policies where County, its directors, officers and employees are additional insureds, such insurance shall be primary, and any insurance maintained by County shall be excess and not contribute with it. Such policies shall also include waivers of subrogation in favor of County.



Premiums and Deductible. Successful Respondent shall be responsible for payment of premiums for all of the insurance coverages required under this section. Successful Respondent further agrees that for each claim, suit or action made against insurance provided hereunder, with respect to all matters for which the Successful Respondent is responsible, Successful Respondent shall be solely responsible for all deductibles and self-- insured retentions. Except as specified otherwise in the Contract and any ensuing Agreement(s), any deductibles or self-insured retentions **over \$50,000** in the Successful Respondent's insurance must be declared and approved in writing by County in advance.

Commencement of Work. Successful Respondent shall not commence any field work under this Contract until he/she/it has obtained all required insurance and such insurance has been approved by County. As further set out below, Successful Respondent shall not allow any subcontractor/subconsultant(s) to commence work to be performed in connection with this Contract until all required insurance has been obtained and approved and such approval shall not be unreasonably withheld. Approval of the insurance by County shall not relieve or decrease the liability of Successful Respondent hereunder.

Insurance Company Rating. The required insurance must be written by a company approved to do business in the State or Texas with a financial standing of at least an A-rating, as reflected in Best's insurance ratings or by a similar rating system recognized within the insurance industry at the time the policy is issued.

Certification of Coverage. Successful Respondent shall furnish County with a certification of coverage issued by the insurer. Successful Respondent shall not cause any insurance to be canceled nor permit any insurance to lapse. **In addition to any other notification requires set forth hereunder, Successful Respondent shall also notify County, within twenty-four (24) hours of receipt of any notices of expiration, cancellation, non- renewal, or material change in coverage it receives from its insurer.**

No Arbitration. It is the intention of the County and agreed to and hereby acknowledged by the Successful Respondent, that no provision of this Contract shall be construed to require the County to submit to mandatory arbitration in the settlement of any claim, cause of action or dispute, except as specifically required in direct connection with an insurance claim or threat of claim under an insurance policy required hereunder or as may be required by law or a court of law with jurisdiction over the provisions of this Contract.

Subcontractor/Subconsultant's Insurance. Without limiting any of the other obligations or liabilities of Successful Respondent, Successful Respondent shall require each subcontractor/subconsultant performing work under the Contractor and any ensuing Agreement(s) (to the extent a subcontractor/subconsultant is allowed by County) to maintain during the term of the Contract and any ensuing Agreement(s), at the subcontractor/subconsultant's own expense, the same stipulated minimum insurance required in this section above, including the required provisions and additional policy conditions as shown below in this section.



Successful Respondent shall obtain and monitor the certificates of insurance from each subcontractor/subconsultant in order to assure compliance with the insurance requirements. Successful Respondent must retain the certificates of insurance for the duration of the Contract and any ensuing Agreement(s) and shall have the responsibility of enforcing these insurance requirements among its subcontractor/subconsultants. County shall be entitled, upon request and without expense, to receive copies of these certificates of insurance.

Insurance Policy Endorsements. Each insurance policy shall include the following conditions by endorsement to the policy:

County shall be notified thirty (30) days prior to the expiration, cancellation, non-renewal or any material change in coverage, and such notice thereof shall be given to County by certified mail to:

Williamson County Purchasing Department
100 Wilco Way
Ste P101
Georgetown, Texas 78626

The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by County, to any such future coverage, or to County's Self-Insured Retentions of whatever nature.

Cost of Insurance. The cost of all insurance required herein to be secured and maintained by Successful Respondent shall be borne solely by Successful Respondent, with certificates of insurance evidencing such minimum coverage in force to be filed with County

Evaluation Selection Criteria

Evaluation/Selection Criteria

All Proposals received by the designated date and time will be evaluated based on the Respondent's Proposal. Other information may be taken into consideration when that information potentially provides an additional benefit to the County, and further helps the County in receiving the services listed in the RFP.

Respondents' Proposals must meet all mandatory (minimum) requirements in order to be scored. Scoring may also be based on total information gathered by the County at its discretion, including but not limited to respondent's ability to perform "without delay or interference, character, responsibility, integrity, and experience or demonstrated capability; quality of prior work; compliance with laws; and noncompliance with requirements as to submission of relevant information."

Evaluation Committee and Selection Process

All Proposals will be evaluated by a County appointed Evaluation Committee. The Evaluation Committee may be composed of County Staff that may have expertise, knowledge or experience with the services and/or goods being procured hereunder. Those Respondents meeting all requirements and deemed most qualified may receive further evaluation via telephone or in-person interviews with members of the Evaluation Committee. The County will select a Respondent determined best and most responsible Respondent meeting minimum specifications and qualifications.

Respondents are advised that the Evaluation Committee, at its option, may recommend an award strictly on the basis of the initial RFP responses, or in addition, may have interviews with firms to determine its final recommendation. The Evaluation Committee will present its recommendation to the Williamson County Commissioners' Court for approval and award of contract.

Finalist shall be determined by the Respondent receiving the most points in relation to the following Evaluation Criteria. Additional scoring may be conducted based upon Respondent's presentation during the interview process and may or may not include previous scores from Respondent's Proposal.



Mandatory Criteria

Minimum requirements must be passed in order to be considered for scoring.

Graded Evaluation Factors

The following graded evaluation factors will be used to determine how well a Respondent(s) meet(s) the desired performance.

Williamson County will conduct a comprehensive, fair, and impartial evaluation of all proposals received in response to this RFP. Each proposal will be analyzed to determine overall responsiveness and qualifications under the RFP. Williamson county may select some of the respondent proposals for finalist presentations. Criteria to be evaluated will include but are not limited to the items listed below:

Acceptable Documentation and Company Information – Attachment C
Including, but not limited to the following:
company description;
ownership information;
physical and mailing address;
other company locations/offices;
primary contact;
and office, mobile telephone number(s) and email of company's primary contact.
Contractors shall fully complete and submit Attachment B – Company Profile to comply with this requirement.

QUALIFICATIONS AND EXPERIENCE: Demonstrated ability to provide products and services including Past Performance and References.
Financial stability of the firm. Offeror is properly licensed/certified to provide products and services.

FIANCIAL DISCOSURE: History of company, including length of time company has been in business, certification, license,

COMPENSATION AND FEES: <30 pts>

Respondents may not add qualifications, conditions, exceptions, variations or additional items to the proposal, or otherwise modify the pricing structure of the RFP in any manner. Any such modifications will not be considered for evaluation, and may be cause for rejection of the proposal, at the full and



sole discretion of Williamson County.

LITIGATION HISTORY: <P/F>

Provide details of all litigation history, including but not limited to administrative claims and proceedings and arbitration within the past five (5) years.

Respondents involved in litigation, depending upon the circumstances of the litigation, may be disqualified at the sole discretion of Williamson County.

REFERENCES: <15 pts>

Include a minimum of three (3) references from clients for whom similar services were performed or products were provided.

Include project description, contact names, position, company name, telephone number, and email address for each reference.

VALUE ADDED SERVICES: <20>

Training and other services offered that add value to Williamson County utilizing the contract.

RESPONSIVENESS: <10>

Offeror's overall responsiveness and ability to provide all information requested, comply with terms and conditions, and clearly stating and understanding the scope of work.

PRODUCTS, SERVICES AND SOLUTIONS OFFERED: <5>

Overall range of products and ability to meet needs of Williamson County.

CONTRACTORS QUALIFICATIONS: <25 pts>

Attachment D – Past Projects, submit a minimum of three (3) and a maximum of five (5) projects completed, within the past five (5) years by your organization. List the projects in order of priority, with the most relevant project first.

Interviews

Interview scoring (if applicable) will be provided along with invitation to interview candidates. Best and Final Offer may be requested from any Respondents scheduled for interviews.

Additional Evaluation Information



The County reserves the right to award a contract for any or all areas of this RFP.

It is the responsibility of the Respondent to provide sufficient information/data in a convincing manner to the County to assure all of the terms, conditions and expectations **for** satisfactory performance of the services requested herein will be met.

All contact during the evaluation phase shall be through the Williamson County Purchasing Department only. The Respondent shall neither contact nor lobby evaluators during the evaluation process. Attempts by the Respondent to contact and/or influence members of the Evaluation Committee may result in disqualification of Proposal.

Executive Summary

1. Identify any goods and/or services that are provided beyond those specifically requested. If the Respondent is providing services and/or goods that do not meet the specific requirements of this RFP, but in the opinion of the Respondent are equivalent or superior to those specifically requested, any such differences should be noted in the Executive Summary. However, the Respondent must realize that failure to provide the goods and/or services specifically required, at the County's sole discretion, may result in disqualification of the Proposal.
2. Indicate why the Respondent believes that it is the most qualified Respondent to provide the services described in this RFP. The Successful Respondent must demonstrate extensive experience and understanding of the intent of this project. The Respondent should describe in detail the current and historical experience the Respondent and its subcontractors have that would be relevant to completing the project.
3. Briefly state why the Respondent believes its proposed goods and/or services best meet the County's needs and RFP requirements, and the Respondent also should concisely describe any additional features, aspects, or advantages of its goods and/or services in any relevant area not covered elsewhere in its Proposal.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

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

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes

☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with 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>. For easy reference, below are some of the sections cited on this form.

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

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

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) 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 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 vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

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 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 by Subsection (a); or

(C) of a family relationship with a local government officer.



22RFP32 - RFP Overhead Door Annual Preventative Maintenance Services

Project Overview

Project Details	
Reference ID	22RFP32
Project Name	RFP Overhead Door Annual Preventative Maintenance Services
Project Owner	Johnny Grimaldo
Project Type	RFP
Department	Facilities Maintenance
Budget	\$0.00 - \$0.00
Project Description	Williamson County is seeking an overhead door contractor for annual preventative maintenance services for Williamson County building rolling doors, counter shutters, and overhead Door Full Maintenance Services for automatic door systems (single, sliding, and swing doors) and American Association of Automatic Door Manufacture Inspections at Williamson County owned premises. This RFP is being completed for Facilities Department of Williamson County who is responsible for completing and overseeing automatic door maintenance repairs in Williamson County premises.
Open Date	Oct 19, 2021 4:00 PM CDT
Close Date	Nov 17, 2021 3:00 PM CST

Highest Scoring Supplier	Score
--------------------------	-------

Seal status

Requested Information	Unsealed on	Unsealed by
<p>Please submit a MINIMUM of 3 references. Reference must include the following: •</p> <ul style="list-style-type: none"> Company Name • Contact Person • Phone Number • Email Address • <p>Description of goods provided/services performed. Do not include Williamson County or any Williamson County employees as references.</p>	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo
<p>SIMILAR CONTRACTS: Respondents shall furnish a list of contracts where similar responsibilities and goods and/or services have been required and/or performed for the past five (5) years, to include names, titles, phone numbers and email addresses of reference contacts, contract numbers and dates of performance.</p>	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo
<p>CANCELLED OR TERMINATED CONTRACTS: If Applicable, Respondents shall include a list of any contracts that have been cancelled or terminated within the last five (5) years, along with an explanation of the cancellation and the names, email address and phone number of a reference person with that institution.</p>	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo
Upload Signed Conflict of Interest Questionnaire	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo
Upload proposal submittal	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo

Upload Response to the Executive Summary of this RFP	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo
Name of Individual or Business Entity, Address of Individual or Business Entity, Type of Business Entity (i.e., Corporation, General Partnership, Limited Partnership, LLC, etc.), Place of incorporation or organization	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo
CERTIFICATION: The undersigned certifies that the RFP and the Respondent's Proposal have been carefully reviewed and are submitted as correct and final. Respondent further certifies and agrees to furnish any and/or all goods and/or services upon which prices are extended at the price Proposal, and upon the conditions contained in the RFP.	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo
NON-COLLUSION: I hereby certify that the foregoing Proposal has not been prepared in collusion with any other Respondent or other person(s) engaged in the same line of business prior to the official opening of this Proposal and that the Respondent is not now, nor has been for the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the price of services/commodities Proposal on, or to influence any person(s) to submit a Proposal.	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo
COOPERATIVE PURCHASING: PROGRAM Please select Yes or No. By selecting Yes the Respondent is agreeing to offer	Nov 17, 2021 3:00 PM CST	Johnny Grimaldo

<p>the quoted prices to all authorized entities during the term of the County's contract. By selecting No the Respondent is stating they will not offer the quoted prices to all authorized entities. A non-affirmative Proposal will in no way have a negative impact on the County's evaluation of the Proposal.</p>		
--	--	--



Public Notices

Attachment C has been updated.

Johnny Grimaldo, Nov 09, 2021 8:37 AM CST

Attachment C has been updated to include: The only change made to the attachment was the new address for Medic 14. The new address is 221 Sundance Parkway, Round Rock, TX, 78681.

Pre-Solicitation Conference Sign In Sheet 11.10.2021

Johnny Grimaldo, Nov 15, 2021 4:14 PM CST

Please see attached.

Virtual live solicitation opening

Johnny Grimaldo, Nov 17, 2021 1:55 PM CST

Please use the attached link to attend today's live virtual opening.



Submissions

Supplier	Date Submitted	Name	Email	Confirmation Code
The Door Company	Nov 17, 2021 1:49 PM CST	Clint Jones	TheDoorCompany@gmail.com	MTc0Mzly



Project Criteria

Criteria	Points	Description
Company Information	Pass/Fail	
Litigation History	Pass/Fail	
Compensation and Fees	30 pts	
References	15 pts	
Value Added Services	20 pts	
Responsiveness	10 pts	
Products, Services, and Solutions Offered	5 pts	
Contractor Qualifications	25 pts	
Total	105 pts	



Scoring Summary

Active Submissions

	Total	Company Information	Litigation History	Compensation and Fees	References
Supplier	/ 105 pts	Pass/Fail	Pass/Fail	/ 30 pts	/ 15 pts
The Door Company	-	-	-	-	-

	Value Added Services	Responsiveness	Products, Services, and Solutions Offered	Contractor Qualifications
Supplier	/ 20 pts	/ 10 pts	/ 5 pts	/ 25 pts
The Door Company	-	-	-	-



Proposal Scores

The Door Company - Scoring Summary



Proposal Score Comments

The Door Company - Scoring Comments



Attachment G – Background Check Form

Williamson County Sheriff's Office



AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION

I, _____, do hereby authorize a review and full disclosure of all records concerning myself to any authorized agent of the Williamson County Sheriff's Office whether the said records are of public, private or confidential nature.

The intent of this authorization is to give my consent to a full and complete disclosure of any records to include, but not limited to, full criminal history and driving records.

I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this information: and I do hereby release said person(s) who may furnish such information.

_____	_____	_____	_____
FULL NAME	DATE OF BIRTH	SIGNATURE	DATE & TIME

ADDRESS

_____	_____	_____	_____
CITY	STATE	ZIP	witness signature

AREA CODE/PHONE NUMBER

Drivers License Number / State of issue

_____ and SS# _____

Company working for: _____ Project: Wilco Jail Lock Repairs, Preventative Maintenance and Installation – Contact @ Facilities are: Shantil Moore and Christi Stromberg.

Please email the completed form with a copy of the named person's driver's license to: chris.watts@wilco.org. Also, call 512-943-1407 and leave the message advising you have sent a form.



Request for Proposal Number – 22RFP32

Overhead Door

Annual Preventative Maintenance and

Emergency Services

for

Williamson County, Texas

WILLIAMSON COUNTY – FACILITIES DEPARTMENT

3101 SE Inner Loop
Georgetown, TX 78626

Williamson County
Overhead Door Annual Preventative Maintenance and Emergency Services

Proposal Information:

Attachment A	Overhead Door Annual Preventative Maintenance Services – Statement of Work
Attachment B	Williamson County Compensation and Fees
Attachment C	Williamson County Overhead Door and Fees
Attachment D	Contractors Company Profile
Attachment E	Contractors Past Projects with Corresponding References
Attachment F	Williamson County Buildings and Department List
Attachment G	Williamson County Sheriff's Office – Authorization for Release of Personal Information

Williamson County
Overhead Door Annual Preventative Maintenance and Emergency Services
STATEMENT OF WORK

1. INTRODUCTION:

- 1.1. Williamson County is seeking an overhead door contractor for annual preventative maintenance services for Williamson County building rolling doors, counter shutters, and Overhead Door Full Maintenance Services for overhead door systems (single, sliding, and swing doors) and American Association of Automatic Door Manufacture Inspections at Williamson County owned premises. This RFP is being completed for Facilities Department of Williamson County who is responsible for completing and overseeing automatic door maintenance repairs in Williamson County premises.

2. SCOPE:

- 2.1. This scope of work establishes the minimum requirements for providing overhead door annual preventative maintenance service and installation to Williamson County. The Contractor shall fully and timely provide all deliverable described herein in strict accordance with the terms, covenants, and conditions of the Contract and all applicable Federal, State and local applicable laws, standards, rules, and regulations. Contractor shall provide all labor, materials, equipment, and mobilization to complete the services for Williamson County. Non-emergency scheduled work hours are 6 am to 6 pm Monday through Friday, excluding Williamson County observed holidays. All approved emergency work requests will be scheduled accordingly by the Williamson County Contracts Administrator or designee.

3. GENERAL INFORMATION:

- 3.1. This method allows qualified respondents to submit a written proposal addressing pricing, qualifications, capacity to service Williamson County facilities, availability, approach, experience, and additional factors that will be used to ensure successful accomplishment of the requirements set forth herein. Williamson County will review, compare, and evaluate responses based on the criteria and weights identified in this RFP.
- 3.2. It is Williamson County's intent to establish a qualified contractor to provide overhead door preventative maintenance services at various premises within Williamson County on an Annual basis. Williamson County intends to use the established contract, while reserving the right to obtain service from other sources, if applicable, or perform the service in-house.

4. CONTRACT TERM:

- 4.1. Initial Contract Term: Services shall be for a period beginning on Date of Award and shall expire on or before September 30, 2024.
- 4.2. Renewal Options: If applicable, at the end of the Initial Contract Term, the Commissioners Court reserves the right to extend the Initial Contract Term, by mutual agreement of both parties, as it deems to be in the best interest of the County. The extension may be negotiated if renewal indications are provided within the County's timeframe which reflect renewal terms for the forthcoming policy year that are deemed by the County to be competitive with current market conditions. However, the County may terminate the contract at any time if funds are restricted, withdrawn, not approved, or if service is unsatisfactory. Any extension will be in twelve (12) month increments for up to an additional forty-eight (48) months, with the terms and conditions remaining the same. The total period of the contract, including all extensions will not exceed a maximum combined period of seventy-two (72) months. The extension of the contract is contingent on the appropriation of necessary funds by the Commissioners Court for the fiscal year in question. Upon the failure of the Commissioners Court to so appropriate in any year, the Respondent may elect to terminate the contract, with no additional liability to the County. The County and the Respondent agree that termination shall be the Respondent's sole remedy under this circumstance.
 - 4.2.1. Contractor(s) may request a change to its hourly billing rates, in writing, a minimum of ninety (90) days prior to renewal for Williamson County's consideration.

Williamson County

Overhead Door Annual Preventative Maintenance and Emergency Services

- 4.3. Quantities: Unless this RFP states otherwise, the resulting contract award does not guarantee volume or a commitment of funds.

5. INQUIRIES:

- 5.1. The sole point of contact for inquiries concerning this solicitation is:
- 5.1.1. Williamson County Purchasing Specialist
 - 5.1.2. Desk Phone Number: Johnny Grimaldo
 - 5.1.3. Email address: 512-943-1553
 - 5.1.4. Subject: RFP Williamson County Overhead Door Annual Preventative Maintenance Service
- 5.2. All communications relating to this solicitation shall be directed to the Williamson County contact person named above. All other communications between a respondent and Williamson County agency staff concerning this solicitation are prohibited. In no instance is a respondent to discuss cost information contained in a response with the Williamson County point of contact or any other staff prior to response evaluation. Failure to comply with these requirements may result in response disqualification.

6. TECHNICAL CONTACT:

- 6.1. Senior Director of Facilities or Designee, Williamson County, 3101 SE Inner Loop, Georgetown, TX 78626 shall serve as the County's Technical Contact with designated responsibility to ensure compliance with the requirements of the Contract and any ensuing agreement, such as but not limited to, acceptance, inspection and delivery, together with the Purchasing Department. The Technical Contact, together with the Purchasing Department, will serve as liaison between Williamson County Commissioners Court and the Successful Respondent.

7. PRE-PROPOSAL MEETING:

- 7.1. **Pre-Proposal conference** is scheduled for:
- 7.1.1. Date: Wednesday, November 10th
 - 7.1.2. Time: **9:30 am**
 - 7.1.3. Address:
 - 7.1.3.1. Georgetown Annex
 - 7.1.3.2. Room: Purchasing Training Room – P104A
 - 7.1.3.3. 100 Wilco Way
 - 7.1.3.4. Georgetown, TX 78633
 - 7.1.4. Attendance at the one (1) scheduled pre-proposal conference is **NOT** mandatory. Respondents are highly encouraged to attend as important information regarding proposal requirements and details of the projects may be discussed in detail. Please do not be late to the pre-proposal conference.

8. ESCORTED WILLIAMSON COUNTY FACILITY ACCESS:

- 8.1. Access to the following Williamson County facilities after award of contract requires escort. Contractor personnel may be required to provide complete identification for all contractor service representatives at the following restricted and escorted facilities prior to or at time of service being performed under this contract. Facilities under this requirement include, but are not limited to:
- 8.1.1. Detention Center, Jail, Treatment and ESOC Premises:
 - 8.1.1.1. JJC
 - 8.1.1.2. SO/Jail
 - 8.1.1.3. CTTC
 - 8.1.1.4. ESOC
 - 8.1.1.5. SOTC
 - 8.1.1.6. CJIS Areas
 - 8.2. Submitted identification, that will become a permanent part of the file records, shall include but not limited to:
 - 8.2.1. A photocopy of valid Government Issued Identification
 - 8.2.2. Company Identification

Williamson County

Overhead Door Annual Preventative Maintenance and Emergency Services

- 8.3. Upon entering and leaving any Williamson County premises, Contractor's service representative may be required to sign in and out at receptionist desk or with the Authorized personnel.
- 8.4. Contractor's service representative shall log all service work and upon completion of all the work that was performed, Contractor's service representative must certify that the work was completed by obtaining the signature of the Authorized personnel.
- 8.5. Contractor should be aware that special rules and regulations may apply to work performed at the Williamson County escorted premises and should attempt to become familiar with all applicable procedures.

9. CONTRACT ADMINISTRATION RESPONSIBILITY:

- 9.1. Williamson County shall provide a designated "Contracts Administrator" for the Contract who will serve as the point of contact between Williamson County and the Contractor.
- 9.2. Schedule reasonable arrangements to make Williamson County facilities available to the Contractor for the performance of service under this contract.
 - 9.2.1. Arrangements include providing a Williamson County personnel contact to escort Contractor personnel performing the scheduled services to restricted or locked area on Williamson County premises.
- 9.3. Respond to Contractor's request to alter service dates and time within 72 business hours from receipt of request.
 - 9.3.1. Decide any and all questions that may arise as to the quality and acceptability of work performed, and as to the manner of performance and rate of progress of the work.
 - 9.3.2. Determine the amount of work performed and materials furnished which are to be paid under this Contract. Failure of the Contract Administrator or designee during the progress of the Contract, to:
 - 9.3.2.1. Discover, discuss and/or reject unacceptable work;
 - 9.3.2.2. Discover and discuss work not in accordance with the contract;
 - 9.3.2.3. Failure to exercise any remedies in connection therewith, shall not be deemed an acceptance thereof, nor a waiver, of Williamson County's right to full performance of the contract.
- 9.4. Williamson County will furnish no materials, labor, equipment or facilities unless otherwise provided in the Scope of Work Order Ticket.

9.5. PROGRAM EVALUATION:

- 9.5.1. Williamson County Contract Administrator or designee will continually evaluate the progress of this contract in terms of effectiveness and safety and will require such changes, as are necessary.
- 9.5.2. Contractor shall take prompt action to correct all identified deficiencies.

9.6. SCOPE OF WORK ORDER TICKET CHANGES:

- 9.6.1. Williamson County Contract Administrator or designee shall make changes within the scope of this contract at any point in time.
- 9.6.2. Any change must be implemented within thirty (30) business days from the date of receipt by the Contractor of the notification. Any change in pricing, rather increase or decrease, must be provided in writing to the Williamson County Contract Administrator or designee and must receive approval in writing before Contractor makes pricing change(s).
- 9.6.3. Williamson County Contract Administrator or designee will attempt to provide awarded Contractor with at least 30 days' notice of new address in the event of office relocation or closure of premises. The effective date of any addition or deletion will be no later than five (5) business days after receipt of Williamson's County's written notification of said addition or deletions.
- 9.6.4. Williamson County Contract Administrator or designee reserves the right, in its sole discretion, to add or delete service locations during the period covered by any resulting contract(s).

10. SCHEDULES:

Williamson County

Overhead Door Annual Preventative Maintenance and Emergency Services

- 10.1. The schedules for all approved work shall be approved by the Contract Administrator or designee. All schedules must be submitted and approved fifteen (15) days prior, if applicable, may only be altered at the discretion of the Contract Administrator or designee.
- 10.2. All maintenance services and installation shall be conducted during established business hours, on approved weekends or approved Williamson County holidays.
- 10.3. Visual inspections, troubleshooting, maintenance repair, or installation that will not interfere with day-to-day business operations in the facilities may be conducted during normal business hours.
- 10.4. **Emergency Services:**
 - 10.4.1. Contractor shall provide twenty-four (24) hour emergency service contact number(s) and name(s) in case of any urgent issue that may arise. All Emergency service calls response time shall be within four (4) hours.
 - 10.4.1.1. Emergency service calls shall be given priority. An emergency service call is when the situation meets one of the following criteria:
 - 10.4.1.1.1. the entrance is unsafe;
 - 10.4.1.1.2. a door cannot be closed and secured and causes a security problem;
 - 10.4.1.1.3. a door cannot be opened safely; or
 - 10.4.1.1.4. the safety mat or hold door open device is inoperative.
- 10.5. **Service Hours:**
 - 10.5.1. Service shall be made available to Williamson County 365 days per year, 24 hours per day. All services performed under this Contract shall be performed between the hours of 6:00 am and 6:00 pm unless other arrangements are made in advance with the Contract Administrator or designee. No premium charges will be paid for any off-hours work.
- 10.6. **Business Hours** at a minimum, shall be work performed between 6:00 am and 6:00 pm Monday through Friday, unless hours are extended by Contractor in the offer as agreed upon in the awarded contract.
- 10.7. **After Hours Service** shall be work performed after 6:00 pm and before 6:00 am.
- 10.8. **Weekend and Holiday** shall be work performed during Saturday, Sunday or during any Williamson County approved holiday.
- 10.9. Williamson County Holidays: Holidays observed by Williamson County are listed at <http://www.wilco.org/Residents/County-Holidays> or by obtaining a list from the Williamson County Contracts Administrator or designee. Williamson County does not specifically require the Contractor to work on these holidays but does require the Contractor to fulfill the requirements of the contract. If this requires the Contractor to work on holidays observed by Williamson County or the Contractor, then Contractor shall fulfill obligations at no additional expense to Williamson County.

11. CONTRACTOR'S RESPONSIBILITIES:

- 11.1. Contractor shall perform annual preventative maintenance services to maintain Williamson County rolling steel doors, counter shutters, and garage gate, which includes all labor, supervisor, and supplies required to complete the full services and all inspections.
- 11.2. Contractor shall provide annual preventative maintenance service to include American Association of Automatic Door Manufacture (AAADM) inspections, on all Williamson County automatic door systems (single sliding, bi-part sliding, and single swing) that vary in make and model. Reference Attachment B, Compensation and Fee Schedule and Attachment B, Overhead Door and Fees.
- 11.3. Contractor shall provide turnkey services in accordance with requirements specified herein and the resulting contract(s) and adhere to Williamson County's Terms and Conditions.
- 11.4. Contractor shall provide all labor, materials and equipment necessary to meet requirements of the specified services throughout the term of the contract.
- 11.5. Contractor is responsible for all costs incurred in the performance of the contract.
- 11.6. Contractor shall comply with all laws, ordinances, statutes and regulations pertaining to the service requested herein, and shall obtain such permits, licenses or other authorizations, if applicable.
- 11.7. Contractor shall follow relevant safety rules and conduct the work in a safe manner.

Williamson County

Overhead Door Annual Preventative Maintenance and Emergency Services

- 11.8. Contractor shall be prepared and equipped to provide services in a timely manner and on relatively short notice or in accordance with the request for Scope of Work Order Ticket so as to enable Williamson County to meet critical, and at time, unpredictable, time deadlines and schedules.
- 11.9. Contractor agrees to comply with all terms and conditions contained in this solicitation and resulting contract(s).
- 11.10. Contractor agrees to conduct all services under this contract by and through appropriate communications with the Contracts Administrator or designee. No work, installation or other services shall be undertaken by contractor except with the prior written direction of the Contracts Administrator or designee. Contractor understands and agrees that work, installation or any other service performed without the prior written direction of Williamson County's Contracts Administrator or designee is work outside the scope of this contract and shall be performed exclusively at contractor's risk and own expense. Contractor agrees to employ competent personnel meeting the requirements outlined in the terms and conditions of this contract, who shall be satisfactory to Williamson County. Personnel assigned to perform services under this contract may not be reassigned without the prior written notification to, and approval from, Williamson County Contracts Administrator or designee.
- 11.11. Respondent agrees to maintain a branch/office within one (1) hour of Williamson County throughout the duration of this contract. If Contractor has no branch/office within the one (1) hour driving timeframe of Williamson County, one must be set up within ninety (90) days of Contract award, at no cost to Williamson County.

12. MATERIALS:

- 12.1. Contractor shall include all consumables required to keep rolling steel doors, counter shutter, garage gate, and overhead door systems that are not on full service, at full operational status.
- 12.2. All equipment and materials used by the Contractor shall be specifically designed for the type of door referenced and shall be in good working order and free from defects.
- 12.3. During the annual inspection, a list of broken or worn-out parts needed to bring any door up to full operational status including any parts or supplies (plus the percentage markup authorized on the purchase order), and labor costs shall be listed on a not to exceed quote and sent to the designated Williamson County Contract Administrator or designee via email for approval. If approved, Contracts Administrator will schedule the contractor for repair of the deficiencies. Parts that are broken or worn out that the contractor replaces shall be replaced with parts that meets or exceeds manufacture's specifications.
- 12.4. Contractor shall procure and maintain, at Contractors expense, all permits necessary to complete work, comply with all laws, regulations, and ordinances applicable to the performance of this contract, and pay all applicable federal, state, and local taxes resulting from such actions. Contractor shall, upon request, provide Williamson County copies of all current permits and maintain current copies on file at Williamson County throughout the term of the contract including optional renewals and extensions.
- 12.5. Contractor shall not make any equipment alterations or additions without prior written approval from Williamson County Contracts Administrator or designee.
- 12.6. If delay in work completion is foreseen, Contractor shall immediately notify the Contracts Administrator or designee. Williamson County reserves the right to extend required completion date for delivery of service at the sole discretion of Williamson County. Default in promised work completion or failure to meet specifications, authorizes Williamson County to procure services and/or supplies and materials elsewhere and charge the full increase in cost to defaulting Contractor.
- 12.7. Williamson County reserves the right to obtain additional proposals or quotes from contractors for projects within or outside the scope of this contract.
- 12.8. Contractor shall work to accomplish each job within the mutually agreed schedule.
- 12.9. Contractor shall at all times maintain the Williamson County premises clean and free from vendor equipment, parts, accumulation of scrap and waste materials or rubbish caused by the work under this contract. Contractor is responsible for the delay removal or disposal of all trash and debris created during performance of service under this contract. Contract shall leave the Williamson County premise in a neat and clean condition.

13. OVERHEAD DOOR ANNUAL PREVENTATIVE MAINTENANCE REQUIREMENTS:

- 13.1. Contractor shall perform annual preventative maintenance services and inspections for all of the following Williamson County rolling steel doors, counter shutter, and garage gate in include, but not limited to:
 - 13.1.1. **Rolling Steel Doors and Counter Shutter:**

Williamson County

Overhead Door Annual Preventative Maintenance and Emergency Services

- 13.1.1.1. Contractor shall lubricate all points of friction, balance and align doors.
- 13.1.1.2. Contractor shall tighten all door hardware.
- 13.1.2. **Operations:**
 - 13.1.2.1. Contractor shall test all operating station and safety accessories such as photo eyes, bottom safety edges and take up reels/coil cords. Adjust drive chain to proper tension and set limits.
 - 13.1.2.2. Contractor shall test doors for proper operations.
- 13.1.3. Automatic sliding and single swing doors Services Requirements:
 - 13.1.3.1. Contractor shall provide annual services and annual AAADM inspections for Williamson County existing overhead door systems (single sliding, bi-part sliding, and wing) to include, but not limited to inspections, lubrications of all points of friction and checking door(s) for proper operations to include and necessary adjustments.

14. RESPONSE TIME:

- 14.1.1. Contractor shall acknowledge receipt of Williamson County's request for Work Order Proposal by electronic communication (email) within twenty-four (24) hours from receipt of request.
- 14.2. Contractor understands and agrees that no guaranteed minimum number of Work Authorizations or amount of work will arise from this Contract.
- 14.3. Upon receipt of a Work Authorization, Contractor shall respond to the Contract Administrator or designee within twenty-four (24) hours. Contractor shall perform all work under a Work Authorization within the timeframe agreed upon.
- 14.4. Contractor shall check in and out with the Contract Administrator to ensure that the Contract Administrator logs the commencement and completion times for the "Service Ticket", or summary list, for the services performed under a Work Authorization. Contractors shall provide the following information on the Service Ticket:
 - 14.4.1. building name;
 - 14.4.2. floor number;
 - 14.4.3. name of Contractor personnel performing the work;
 - 14.4.4. start and end worked hour;
 - 14.4.5. itemized list of parts/material used/replaced; and
 - 14.4.6. narrative description of what the technician found that was causing the problem(s) and what was done to correct the problem(s)

14.5. GENERAL REQUIREMENTS:

- 14.5.1. **Waste Removal:**
 - 14.5.1.1. Contractor shall keep the premises clean on a continual basis, and no trash or debris will be permitted to accumulate in work areas. Contractor shall be responsible for removal and disposal of all debris and waste materials associated with this Contract.
- 14.5.2. **Security and Identification:**
 - 14.5.2.1. Contractor shall abide by all procedures and rules as conveyed by Williamson County's Contract Administrator regarding security requirements of the property where work is to be performed.
- 14.5.3. **Uniforms and Protective Clothing:**
 - 14.5.3.1. All Contractor personnel working in or around Williamson County facilities designated under this contract shall wear distinctive uniform clothing. The Contractor shall determine and provide additional personal protective equipment required for the performance of work.
 - 14.5.3.2. Protective clothing, equipment and devices shall, as a minimum, conform to Occupational Safety and Health Administration (OSHA) standards for the products being used.
 - 14.5.3.3. Contractor personnel shall wear clean and presentable clothing: no shorts or open toed shoes.
 - 14.5.3.4. Contractor personnel shall display their name and Contractor identification information at all time while performing services under this contract.
- 14.5.4. **Transportation:**

Williamson County

Overhead Door Annual Preventative Maintenance and Emergency Services

- 14.5.4.1. Vehicles used by the Contractor shall be identified in accordance with state and local regulations and shall be operated in a safe manner on Williamson County premises.
- 14.5.4.2. Contractor vehicles must meet Texas Department of Transportation requirements.
- 14.5.4.3. Contractor shall provide and maintain proper vehicle insurance coverage as required by Williamson County.
- 14.5.4.4. Throughout the term of this contract, the Contractor shall maintain a current business license issued by the Texas Department of Licensing and Regulations.
- 14.5.4.5. All Contractor personnel providing services under this contract must maintain licensing (in categories appropriate to the work being performed).
- 14.5.5. Williamson County Facilities department is responsible for providing emergency building services and equipment repair during emergency evacuation situations and requests cooperation from all contractors providing on-call services to Williamson County. During a wide-scale emergency, Contractors may be contacted to provide services and/or equipment. Contractors must agree that Williamson County's request for services will be a top priority.

15. BILLING:

- 15.1. Contractor shall submit monthly itemized invoices, including all required reports and supporting documents detailed in this contract, to the Contract Administrator for service rendered on or before the 5th business day following the end of each month. Invoices received before services are 100% completed or materials are installed will be disputed and returned to the Contractor. No invoices will be submitted by the Contract Administrator for payment until services and materials are verified.
- 15.2. Invoices shall contain the following information prior to the Williamson County Contract Administrator or designee submitting for payment processing:
 - 15.2.1. Name and address of Contractor;
 - 15.2.2. Contractor's Texas Identification Number;
 - 15.2.3. Contractor's invoice remittance address;
 - 15.2.4. Itemized and detailed description of services provided; and
 - 15.2.5. Total price for each product and/or service provided.
- 15.3. Williamson County fiscal year is October 1st – September 30th. Invoices for services rendered and materials installed must be paid in the appropriate fiscal year.
- 15.4. Contractor agrees to conduct all its services under this Contract by and through appropriate communications with Williamson County's Contracts Administrator or designee. Contractor understands and agrees that services performed, or materials provided without the prior written direction of Williamson County Contracts Administrator is work outside the approved Work Authorization and this Contract, shall be performed exclusively at Contractor's risk and own expense.

16. SUBCONTRACTING:

- 16.1. Subcontractors providing service(s) under this contract shall meet the same qualifications and service requirements and provide the same quality of services required of the Contractor.
- 16.2. No subcontractor under this contract shall act as the primary vendor of responsibility for the services.
- 16.3. The Contractor shall be the only contact for Williamson County Contracts Administrator or designee and subcontractors.
- 16.4. The Contractor shall manage all quality and performance, project management, and schedules for subcontractors.
- 16.5. Contractor shall be held solely responsible and accountable for the completion of all work for which the Contractor has subcontracted.
- 16.6. Williamson County Contracts Administrator or designee retains all rights to check subcontractor's background and make determination to approve or reject the use of submitted subcontractor(s).
- 16.7. Any negative response may result in disqualification of the subcontractor.
- 16.8. Williamson County Contracts Administrator or designee retains all rights to request removal of Contractor's subcontractor staff deemed unsatisfactory by Williamson County.
- 16.9. Subcontracting shall be at the Contractor's expense.

Williamson County
Overhead Door Annual Preventative Maintenance and Emergency Services

17. CONTRACTOR ACCESS:

- 17.1. Access routes, entrance gates or doors, parking and storage areas, and other necessary Contractor access, along with any imposed time limitations shall be designated by Williamson County's Contract Administrator. Contractor shall conduct operations in strict observation of the access routes and other areas established. Under no circumstances shall any of Contractor's personnel, vehicles, or equipment enter or move upon any area not authorized by Williamson County Contract Administrator or designee for access by Contractor.

18. TRAVEL TIME:

- 18.1. Travel time to and from job site is not reimbursable under this Contract. Contractor shall ensure that the authorized Williamson County representative or designee logs the start and completion time on the service tickets for the services rendered. Any work not logged is subject to withholding or delay of acceptance or payment, at the sole discretion of Williamson County Contract Administrator or designee.

19. TRAINING OF WILLIAMSON COUNTY PERSONNEL:

- 19.1. Contractor shall provide training to Williamson County designated personnel for overhead doors, equipment, and parts installed, upon request by the Contract Administrator or designee.
- 19.2. Contractor shall provide hands on training to ensure staff are familiar with systems, upon request.
- 19.3. Contractor shall provide training to Williamson County designated personnel for materials and materials used to ensure understanding of the application process and importance of the requirements.

20. DISPOSAL OF SALVAGEABLE ITEMS:

- 20.1. Contracts Administrator or designee shall mark and/or otherwise inform the Contractor of any material that will be salvaged by the Williamson County. Disposal may include depositing in a central location for salvage by the Williamson County or delivery to the Williamson County's warehouse located at 301 S.E., Inner Loop, Georgetown, TX 78626 or such other location as determined by the Contract Administrator or designee.

21. TOBACCO USE:

- 21.1. Tobacco Free - Contractor personnel and subcontractors are prohibited from using tobacco products while performing services under this contract.
- 21.2. Intoxication and Drug Free - Contractor personnel and subcontractors are prohibited from the use of or possession of any kind of illegal drugs or performing any services under this contract while intoxicated.
- 21.3. If Contractor personnel or subcontractors are found intoxicated, using or in possession of any kind of illegal drug while on Williamson County premises or performing services under this contract, it may result in contract termination.

22. **PERFORMANCE WARRANTY** - All work performed under this Contract shall be in accordance with applicable terms and conditions of this Contract and of local codes and ordinances and any other authority having lawful jurisdiction. Contractor shall guarantee all work included in the Contract against any defects in workmanship and shall satisfactorily correct, at no cost to Williamson County, any such defect that may become apparent within a period of one (1) year after completion of work. The warranty period shall commence upon the date of acceptance by Williamson County.

23. **MATERIAL WARRANTY** - All material and equipment furnished under this Contract is guaranteed by Contractor to be in compliance with this Contract, fit and sufficient for the purpose intended, new and free from defects. Materials furnished under this Contract shall be the latest improved models in current production, as offered to commercial trade, and shall be of quality material. USED, SHOPWORN, DEMONSTRATOR, PROTOTYPE, RECONDITIONED, OR DISCONTINUED MODELS OR MATERIAL ARE NOT ACCEPTABLE. The warranty period for Contractor-

Williamson County

Overhead Door Annual Preventative Maintenance and Emergency Services

provided materials shall be for a period of one (1) year after completion of the installation or within the manufacturer's warranty, whichever is longer. The warranty period shall commence upon date of acceptance by Williamson County. Contractor shall provide Williamson County's Contract Administrator with all manufacturers' warranty documents within five (5) business days of completion of each project.

24. NOTICE OF DEFECTS:

- 24.1. Contractor shall notify the Contract Administrator prompt notice of any defective work or which the Contractor has actual knowledge. Prompt notice of all defective work of which Contract Administrator has actual knowledge may be given to the Contractor. Payment may be withheld by the Contract Administrator for identified defective work until such time as the Contract Administrator has determined the defective work has been corrected.

25. OPERATIONS AND MAINTENANCE MANUALS:

- 25.1. Contractor shall provide Operations and Maintenance Manuals for all equipment and parts installed as part of the work under this contract, upon request by the Contract Administrator. Contractor shall compile all specified instructions, maintenance manuals and operations date.

25.2. FREIGHT AND SHIPPING COSTS:

- 25.2.1. Freight and shipping costs are not an allowable expense under this Contract. Expedited shipping charges, with prior approval from the Williamson County Contract Administrator, may be allowed.

26. EVALUATION CRITERIA:

- 26.1. The Evaluation Committee will evaluate the proposals and rank them from the one most likely to the one least likely to meet the needs of Williamson County, and satisfy the requirements of the RFP. Williamson County may call for interviews to clarify information received in the proposal. In addition to interviews, or if the proposals are very closely ranked, Williamson County reserves the option to enter discussion on pricing and/or other portions of the proposal and may request Best and Final offers if it is determined to be in the best interest of Williamson County. However, offering firms are cautioned that Williamson County may proceed with an award based on information received in the original proposal and subsequent interviews without calling for additional discussions or Best and Final offers.

- 26.2. Listed below is a summary of all information to be included in a proposal submitted in response to this RFP. Proposals submitted without all of the required information will be consider non-responsive and may be rejected. Williamson County reserves the right, in its sole judgment and discretion, to waive minor technicalities and errors in the best interest of Williamson County.

- 26.3. Evaluation of the proposal will be based on the following criteria. Specific weighting shall be used. The following criteria are listed in order of greatest importance:

26.3.1. Response shall include:

- 26.3.1.1. Attachment B – Compensation and Fees Schedules
- 26.3.1.2. Attachment C – Overhead Door Compensation and Fee
- 26.3.1.3. Attachment D – Company Profile
- 26.3.1.4. Attachment E – Past Projects with Corresponding References

26.3.2. COMPANY INFORMATION: <P/F>

- 26.3.2.1. Acceptable Documentation and Company Information – Attachment C
 - 26.3.2.1.1. Including, but not limited to the following:
 - 26.3.2.1.1.1. company description;
 - 26.3.2.1.1.2. ownership information;
 - 26.3.2.1.1.3. physical and mailing address;
 - 26.3.2.1.1.4. other company locations/offices;
 - 26.3.2.1.1.5. primary contact; and

Williamson County

Overhead Door Annual Preventative Maintenance and Emergency Services

26.3.2.1.1.6. office, mobile telephone number(s) and email of company's primary contact.

26.3.2.1.2. Contractors shall fully complete and submit Attachment B – Company Profile to comply with this requirement.

26.3.2.1.3. **QUALIFICATIONS AND EXPERIENCE:** Demonstrated ability to provide products and services including Past Performance and References. Financial stability of the firm. Offeror is properly licensed/certified to provide products and services.

26.3.2.1.4. **FIANCIAL DISCOURSE:** History of company, including length of time company has been in business, certification, license,

26.3.3. **COMPENSATION AND FEES: <30 pts>**

26.3.3.1.1. Respondents may not add qualifications, conditions, exceptions, variations or additional items to the proposal, or otherwise modify the pricing structure of the RFP in any manner. Any such modifications will not be considered for evaluation, and may be cause for rejection of the proposal, at the full and sole discretion of Williamson County.

26.3.4. **LITIGATION HISTORY: <P/F>**

26.3.4.1.1. Provide details of all litigation history, including but not limited to administrative claims and proceedings and arbitration within the past five (5) years.

26.3.4.1.2. Respondents involved in litigation, depending upon the circumstances of the litigation, may be disqualified at the sole discretion of Williamson County.

26.3.5. **REFERENCES: <15 pts>**

26.3.5.1.1. Include a minimum of three (3) references from clients for whom similar services were performed or products were provided.

26.3.5.1.2. Include project description, contact names, position, company name, telephone number, and email address for each reference.

26.3.6. **VALUE ADDED SERVICES: <20>** Training and other services offered that add value to Williamson County utilizing the contract.

26.3.7. **RESPONSIVENESS: <10>** Offeror's overall responsiveness and ability to provide all information requested, comply with terms and conditions, and clearly stating and understanding the scope of work.

26.3.8. **PRODUCTS, SERVICES AND SOLUTIONS OFFERED: <5>** Overall range of products and ability to meet needs of Williamson County.

26.3.9. **Contractors Qualifications: <25 pts>**

26.3.9.1. Attachment E – *Past Projects*, submit a minimum of three (3) and a maximum of five (5) projects completed, within the past five (5) years by your organization. List the projects in order of priority, with the most relevant project first.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

ANNUAL PREVENTATIVE MAINTENANCE AND EMERGENCY SERVICES
FOR WILLIAMSON COUNTY, TEXAS

Attachment B – Compensation and Fee Schedule

This attachment shall be completed and returned with the Contractor response. Failure to return this completed attachment will result in the disqualification of the response.

Contractor shall submit a Compensation and Fee Schedule with a full list of all personnel titles and the hourly billing rate for each discipline which shall be incorporated into its contract.

Rates shall remain firm throughout the term of this contract purchase agreement. This compensation and fee scheduled shall be used to establish fixed prices for services by purchase order.

After award and as individual projects are identified, awarded Contractor will be requested to submit a fee proposal detailing the total fee for providing the Services for the specific project expressed as a “not to exceed” amount, the number of hours (by specialty in accordance with the approved fee schedule), and the total anticipated amount for reimbursable expenses. Contractor shall be responsible for all expenses associated with the work identified in the purchase order. (Labor, equipment, materials, travel, etc.). Final work order proposal, including all expenses for each individual work orders will be negotiated and approved at time of award of each work order and shall become a “fixed price” work order.

Service Request	Hourly Rate
1. Regular Business Hours	
a. Regular Hours	\$
2. After Regular Business Hours	
a. After Regular Hours	\$
3. Weekend or County approved Holiday(s)	
a. Weekends or County approved Holidays	\$
4. Emergency Response during Regular Hours	
a. Regular Business Hours	\$
5. Emergency Response during After Hours	
a. After Business Hours	\$
6. Emergency Response on Weekends or Approved Holidays	
a. Weekend	\$
b. Williamson County Approved Holidays	\$

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

Attachment C - Overhead Doors Compensation Fee
Williamson County Buildings

Building Name	City	Bld #	Door #	Location in building	Opening Process	Operator Location	Power	Make	Model	Material	Height(ft)	Width(ft)	Annual Price Per Door	
Animal Shelter	Georgetown	NA	1	Rear of exterior kennel	Roll up	N/A	Manual	N/A	N/A	Metal	7	8	\$	-
Animal Shelter	Georgetown	NA	2	Small Dog Intake	Roll overhead on track w/chain	Inside	Electric	Lift Master		4 Horizontal Pannels	9	10	\$	-
Animal Shelter	Georgetown	NA	3	Cats Facing In	Roll overhead on track w/chain	Inside	Electric	Overhead Door		5 Horizontal Pannels	9	10	\$	-
Animal Shelter	Georgetown	NA	4	Cats Facing Out	Roll overhead on track w/chain	Inside	Electric	Overhead Door		5 Horizontal Pannels	9	10	\$	-
Brown Santa	Georgetown	1029	1	North Side of Building	Roll overhead on track w/chain	Inside	Manual			6 Horizontal Metal Pannels	12	12	\$	-
Central Maint Facility	Georgetown	1026	1	Exterior Parts Room	Roll up	Exterior	Electric			Metal 2 small windows	8	6	\$	-
Central Maint Facility	Georgetown	1026	2	Main Building South Side Farthest Right	Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	3		Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	4		Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	5		Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	6		Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	7	Main Building South Side Farthest Left	Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	8	Smaier Building South Right	Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	9	Smaier Building South Mid	Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	10	Smaier Building South Left	Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	11	Smaier Building North Right	Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	12	Smaier Building North Mid	Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	13	Smaier Building North Left	Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	14	Main Building North Side Farthest Right	Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	15		Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	16		Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	17		Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	18		Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		8 Horizontal Metal Pannels w/ 3 glass windows	16	12	\$	-
Central Maint Facility	Georgetown	1026	19		Roll overhead on track w/ chain on the right	Inside on Right	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	20	Main Building North Side Farthest Left	Roll overhead on track w/ chain on the left	Inside on Left	Electric	Overhead Door		6 Horizontal Metal Pannels w/ 3 glass windows	12	12	\$	-
Central Maint Facility	Georgetown	1026	21	Interior Shop Library	Roll up		Manual			Metal	4	5	\$	-
Central Maint Facility	Georgetown	1026	22	Interior Parts Room	Roll up	Inside Right	Electric	Raynor		Metal	6	10	\$	-
EMS Training	Georgetown	1078	1	Rear Warehouse	Roll up No Chain	Inside Right	Electric	Cookson		Metal	15	15	\$	-
ESOC	Georgetown	1071	1	Rear	Roll up while chain	Inside Right	Manual			Metal	12	8	\$	-
EXPO Center	Taylor	1047	1	Main Pavilion West Concession Right	Roll up	N/A	Manual	Cornell		Metal	6	15	\$	-
EXPO Center	Taylor	1047	2	Convention Center Exterior North	Roll up w/ chain	Inside on Right	Manual			Metal	12	12	\$	-
EXPO Center	Taylor	1047	3	Convention Center Exterior West Left	Roll up w/ chain	Inside on Right	Manual			Metal	15	14	\$	-
EXPO Center	Taylor	1047	4	Convention Center Exterior West Right	Roll up w/ chain	Inside on Right	Manual			Metal	15	14	\$	-

Attachment C - Overhead Doors Compensation Fee
Williamson County Buildings

EXPO Center	Taylor	1047	5	Small building across from convention center SE Door	Roll up w/ chain	Inside on Right	Manual		Metal	8	8	\$	-	
EXPO Center	Taylor	1047	6	Small building across from convention center SW Door	Roll up w/ chain	Inside on Right	Manual		Metal	8	8	\$	-	
EXPO Center	Taylor	1047	7	Small building across from convention center NW Door	Roll up w/ chain	Inside on Right	Manual		Metal	8	8	\$	-	
EXPO Center	Taylor	1047	8	Small building across from convention center NE Door	Roll up w/ chain	Inside on Right	Manual		Metal	8	8	\$	-	
EXPO Center	Taylor	1047	9	Convention Center Interior North	Roll up w/ chain	Inside on Right	Manual		Metal	8	7	\$	-	
EXPO Center	Taylor	1047	10	Convention Center Interior Front Right	Roll up w/ chain	Inside on Right	Manual		Metal	8	8	\$	-	
EXPO Center	Taylor	1047	11	Convention Center Interior Front Left	Roll up w/ chain	Inside on Right	Manual		Metal	8	8	\$	-	
EXPO Center	Taylor	1047	12	Convention Center Exterior South	Roll up	N/A	Manual	Cornell	Metal	15	15	\$	-	
EXPO Center	Taylor	1047	13	Convention Center Concession West	Roll up	N/A	Manual		Metal	5	15	\$	-	
EXPO Center	Taylor	1047	14	Convention Center Concession East	Roll up w/ chain	Inside on Right	Manual		Metal	5	12	\$	-	
EXPO Center	Taylor	1047	15	Main Pavilion West Concession Left	Roll up	N/A	Manual	Cornell	Metal	6	15	\$	-	
EXPO North Pavilion	Taylor	1047	1	South Side Right	Roll up w/ chain right	Inside Right	Electric		Metal	14	14	\$	-	
EXPO North Pavilion	Taylor	1047	2	South Side Middle	Roll up w/ chain right	Inside Right	Electric		Metal	14	14	\$	-	
EXPO North Pavilion	Taylor	1047	3	South Side Left	Roll up w/ chain right	Inside Right	Electric		Metal	14	14	\$	-	
EXPO North Pavilion	Taylor	1047	4	Southwest Exterior	Roll up w/ chain right	Inside Right	Electric		Metal	10	10	\$	-	
EXPO North Pavilion	Taylor	1047	5	Southwest Interior	Roll up w/ chain right	Inside Right	Electric		Metal	10	10	\$	-	
EXPO North Pavilion	Taylor	1047	6	East Interior	Roll up w/ chain right	Inside Right	Electric		Metal	12	8	\$	-	
EXPO North Pavilion	Taylor	1047	7	Northeast Exterior	Roll up w/ chain right	Inside Right	Electric		Metal	10	10	\$	-	
EXPO North Pavilion	Taylor	1047	8	East Side Right	Roll up w/ chain right	Inside Right	Electric		Metal	14	12	\$	-	
EXPO North Pavilion	Taylor	1047	9	East Side Middle Right	Roll up w/ chain right	Inside Right	Electric		Metal	14	12	\$	-	
EXPO North Pavilion	Taylor	1047	10	East Side Middle Left	Roll up w/ chain right	Inside Right	Electric		Metal	14	12	\$	-	
EXPO North Pavilion	Taylor	1047	11	East Side Left	Roll up w/ chain right	Inside Right	Electric		Metal	14	12	\$	-	
Facilities Service Center	Georgetown	1063	1	Rear Left	Roll up	N/A	Manual	N/A	N/A	Metal	8	10	\$	-
Facilities Service Center	Georgetown	1063	2	Rear Center	Roll up w/ chain	Inside on Right	Manual	N/A	N/A	Metal	12	12	\$	-
Facilities Service Center	Georgetown	1063	3	Rear Right	Roll up	N/A	Manual	N/A	N/A	Metal	8	10	\$	-
Facilities Warehouse	Georgetown	1063	1	East	Roll up w/ chain	Inside Right	Manual	N/A	N/A	Metal w/ insulation	14	14	\$	-
Facilities Warehouse	Georgetown	1063	2	West	Roll up w/ chain	Inside Right	Manual	N/A	N/A	Metal w/ insulation	14	14	\$	-
Facilities Warehouse	Georgetown	1063	3	North	Roll up	N/A	Manual	N/A	N/A	Metal w/ insulation	8	12	\$	-
Georgetown Annex	Georgetown	1080	1	Interior 2nd Floor near JP	Roll up	Inside and outside	Electric	Cornell	chainmail	10	17	\$	-	
Historic Courthouse	Georgetown	1000	1	Interior 3rd Floor near Audit	Roll Up	Inside Right	Electric		chainmail	12	10	\$	-	
Impound / Inspections	Georgetown	1079	1	Building 1	Roll up No Chain	Inside Right	Electric	Cookson	Metal	18	12	\$	-	
Impound / Inspections	Georgetown	1079	2	Building 1	Roll up No Chain	Inside Right	Electric	Cookson	Metal	18	12	\$	-	
Impound / Inspections	Georgetown	1079	3	Building 1	Roll up No Chain	Inside Right	Electric	Cookson	Metal	18	12	\$	-	
Impound / Inspections	Georgetown	1079	4	Building 1	Roll up No Chain	Inside Right	Electric	Cookson	Metal	18	12	\$	-	

Attachment C - Overhead Doors Compensation Fee
Williamson County Buildings

Impound / Inspections	Georgetown	1079	5	Building 2	Roll up No Chain	Inside Right	Electric	Cookson	Metal	12	10	\$	-	
Impound / Inspections	Georgetown	1079	6	Building 2	Roll up No Chain	Inside Right	Electric	Cookson	Metal	12	10	\$	-	
Impound / Inspections	Georgetown	1079	7	Building 2	Roll up No Chain	Inside Right	Electric	Cookson	Metal	12	10	\$	-	
Impound / Inspections	Georgetown	1079	8	Building 2	Roll up No Chain	Inside Right	Electric	Cookson	Metal	12	10	\$	-	
Impound / Inspections	Georgetown	1079	9	Building 2	Roll up No Chain	Inside Right	Electric	Cookson	Metal	12	10	\$	-	
Impound / Inspections	Georgetown	1079	10	Building 2	Roll up No Chain	Inside Right	Electric	Cookson	Metal	12	10	\$	-	
Impound / Inspections	Georgetown	1079	11	Building 2	Roll up No Chain	Inside Right	Electric	Cookson	Metal	12	10	\$	-	
Inner Loop Annex	Georgetown	1043	1	West side	Roll Up	Exterior	Manual		Metal	8	8	\$	-	
Inner Loop Annex	Georgetown	1043	2	North Side of Building	Roll up w/ chain	Inside Right	Electric	Lift Master	Metal	10	10	\$	-	
Inner Loop Annex	Georgetown	1043	3	East side loading bay	Roll Straight Up on track	Exterior	Manual	Old	Metal insulated with 6 small windows	10	10	\$	-	
Inner Loop Annex	Georgetown	1043	4	Elections	Roll up	Inside	Electric			10	10	\$	-	
Jail	Georgetown	1008	1	6th & Forest Left	Roll Up w/ chain L	Controlled by Jail	Electric	Lift Master	Logic 5.0	chainmail	12	11	\$	-
Jail	Georgetown	1008	2	6th & Forest Right	Roll Up w/ chain L	Controlled by Jail	Electric	Lift Master	Elite Series 4.0	chainmail	12	11	\$	-
Jail	Georgetown	1008	3	4th & Rock Left	Roll Up w/ chain L	Controlled by Jail	Electric	Lift Master		chainmail	16	12	\$	-
Jail	Georgetown	1008	4	4th & Rock Right	Roll Up w/ chain L	Controlled by Jail	Electric			chainmail	16	14	\$	-
Jail	Georgetown	1008	5	Forest	Roll Up w/ chain R	Controlled by Jail	Electric	Lift Master	old	chainmail	12	12	\$	-
Jail	Georgetown	1008	6	Forest Middle	Fold to the sides	Controlled by Jail	Electric	Lift Master		Solid Metal	11	14	\$	-
Jail	Georgetown	1008	7	Forest North	Fold to the sides	Controlled by Jail	Electric	Lift Master		Solid Metal	11	14	\$	-
Jail	Georgetown	1008	8	Interior Sally Port North L	Roll Up w/ chain L	Controlled by Jail	Electric	Lift Master	old	chainmail	12	11	\$	-
Jail	Georgetown	1008	9	Interior Sally Port North R	Roll Up w/ chain L	Controlled by Jail	Electric	Lift Master	old	chainmail	12	11	\$	-
Jail	Georgetown	1008	10	Interior Sally Port South L	Roll Up w/ chain R	Controlled by Jail	Electric	Lift Master	old	chainmail	12	11	\$	-
Jail	Georgetown	1008	11	Interior Sally Port South R	Roll Up w/ chain R	Controlled by Jail	Electric	Lift Master	old	chainmail	12	11	\$	-
Juvenile Justice Center	Georgetown	1045	1	Front of Bus Barn	Roll up		Electric			Metal	14	18	\$	-
Juvenile Justice Center	Georgetown	1045	2	Back of Bus Barn	Roll up		Electric			Metal	14	18	\$	-
Medic 11	Round Rock	1082	1	Front Right	Roll overhead on track w/chain	Inside on Right	Electric	Overhead Door		Horizontal panels 5 metal and 2 glass	14	12	\$	-
Medic 11	Round Rock	1082	2	Front Left	Roll overhead on track w/chain	Inside on Right	Electric	Overhead Door		Horizontal panels 5 metal and 2 glass	14	12	\$	-
Medic 11	Round Rock	1082	1	Front of the building	Roll overhead on track w/chain	Inside on Right	Electric	Overhead Door	RSX	Horizontal panels 6 metal and 1 glass	13	13	\$	-
Medic 41	Taylor	1034	1	Front of the building	Roll overhead on track w/chain	keypad by door exterior	Electric	Lift Master		Metal	10	16	\$	-
Medic 42	Taylor	1015	1	Front of the building	Roll overhead on track w/chain		Electric	Very Old		5 Metal Horizontal Pannels	9	15	\$	-
NCF-Bldg G-Impound	Georgetown	1079	12	Building 2	Roll up No Chain	Inside Right	Electric	Cookson		Metal	12	10	\$	-
River Ranch Barn	Liberty Hill	1087	1	Maint Bldg Back Left	Roll up w/ chain	Right inside	Manual	Cornell		Metal	15	10	\$	-
River Ranch Barn	Liberty Hill	1087	2	Maint Bldg Back Mid	Roll up w/ chain	Right inside	Electric	Cornell		Metal	15	20	\$	-
River Ranch Barn	Liberty Hill	1087	3	Maint Bldg Back Right	Roll up w/ chain	Right inside	Manual	Cornell		Metal	15	10	\$	-
River Ranch Barn	Liberty Hill	1087	4	Maint Bldg Side	Roll up w/ chain	Right inside	Manual	Cornell		Metal	12	10	\$	-

**Attachment C - Overhead Doors Compensation Fee
Williamson County Buildings**

[illegible]

**ANNUAL PREVENTATIVE MAINTENANCE AND EMERGENCY SERVICES
FOR WILLIAMSON COUNTY, TEXAS**

Attachment D – Company Profile

Contractors shall use this attachment to clearly demonstrate how they meet the requirements set forth in this solicitation. This form may be modified as needed to comply with the requirement to document company information. Failure to return this exhibit may result in the response submission being considered non-responsive. Response Requirements in addition to those outlined in other Evaluation Items include the following information on your firm for the past five (5) fiscal years:

Legal Name of the Company	
Company Description	
Place of business (Headquarters):	
Address:	
City:	
State:	
Zip:	
Facility responsible for servicing the contract:	
Address:	
City:	
State:	
Zip:	
Contact Person regarding company's submission to the solicitation, authorized to negotiate contract terms and render binding decisions on contract matters:	
Name & Title:	
Phone & Email:	
Personnel who will be responsible for management and day-to-day operation of services described in this solicitation.	
Name & Title:	
Phone & Email:	
Indicate if your company or any of its subsidiaries filed or met criteria for bankruptcy within the last five years.	
<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain.	
p	

ANNUAL PREVENTATIVE MAINTENANCE AND EMERGENCY SERVICES
FOR WILLIAMSON COUNTY, TEXAS

Identify if your firm is currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If so, specify date(s), details, circumstances and prospects for resolution.

Does any relationship exist by relative, business associate, capital funding agreement, or any other such kinship between your firm and any Owner employee, officer or member of Williamson County? If so, please explain.

Identify if your firm is currently for sale or involved in any transaction to expand or to become acquired by another business entity? If so, please explain the impact both in organization and company direction.

Indicate if your company or any of its subsidiaries has been involved in litigation within the last five years.

☐ Yes ☐ No If yes, explain.

Number years in business:

Number of employees:

ANNUAL PREVENTATIVE MAINTENANCE AND EMERGENCY SERVICES
FOR WILLIAMSON COUNTY, TEXAS

Number years actively participating in services described herein: (To meet minimum requirements for this RFP, respondent shall be in the business for services described herein for a minimum of 5 years within the past five 5 years, producing items similar in type and quantity to those listed herein.)

Provide company background, experience, qualifications & capabilities in areas of goods/services described herein. Attach page if needed.

Provide present commitments for related or similar services.

Provide description of industry certifications, if applicable.

Provide list of equipment to be used to produce the goods/services described herein. Attach page if needed. (Equipment inspection, changes, approval & rejection will be at Williamson County's sole discretion.)

ANNUAL PREVENTATIVE MAINTENANCE AND EMERGENCY SERVICES
FOR WILLIAMSON COUNTY, TEXAS

Attach overhead door inspection and maintenance report form.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

ANNUAL PREVENTATIVE MAINTENANCE AND EMERGENCY SERVICES FOR
WILLIAMSON COUNTY, TEXAS

Attachment E – Past Projects with Corresponding References

Contractor Name: _____

Contractor shall use this exhibit to provide a minimum of three (3) past projects with corresponding references for projects completed within the past five (5) years that illustrate experience in successfully completing work of a similar nature and scope as the work described in this solicitation. Project scope description. Relevant projects should include similar services to those included in this Program.

Include all requested information. ***Failure to return this exhibit (or reasonable facsimile) may result in proposal being considered non-responsive.***

Project 1:

Brief Project Description:	
Project Name/Location:	
Company Name:	
Company Address:	
Company State:	
Owner's Representative	
Phone Number:	
Email Address:	
Service Period:	
Original Contract Amount	\$
Final Contract Amount	\$
Contractor's key personnel, including but not limited to: Project Superintendent & Subcontractors:	
Address:	
Phone Number:	
Email Address:	p

ANNUAL PREVENTATIVE MAINTENANCE AND EMERGENCY SERVICES FOR
WILLIAMSON COUNTY, TEXAS

Project 2:

Brief Project Description:	
Project Name/Location:	
Company Name:	
Company Address:	
Company State:	
Owner's Representative	
Phone Number:	
Email Address:	
Service Period:	
Original Contract Amount	\$
Final Contract Amount	\$
Contractor's key personnel, including but not limited to: Project Superintendent & Subcontractors:	
Address:	
Phone Number:	
Email Address:	

ANNUAL PREVENTATIVE MAINTENANCE AND EMERGENCY SERVICES FOR
WILLIAMSON COUNTY, TEXAS

Project 3:

Brief Project Description:	
Project Name/Location:	
Company Name:	
Company Address:	
Company State:	
Owner's Representative	
Phone Number:	
Email Address:	
Service Period:	
Original Contract Amount	\$
Final Contract Amount	\$
Contractor's key personnel, including but not limited to: Project Superintendent & Subcontractors:	
Address:	
Phone Number:	
Email Address:	

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

Sorted by Building #				
#	Facility Name	Address	City	Lease
1000	Courthouse	710 S Main St	Georgetown	
	Courts Admin			
	Budget Office			
	Treasurer's Office			
	Judicial Office			
	Commissioners Court			
1001	State Bar District Office Lease			
	Museum	716 Austin Ave	Georgetown	Museum
	Georgetown Health Clinic	182 W 3rd St	Georgetown	
	Taylor Health Dept	115 W 6th St	Taylor	
	Health Department			
	WIC			
1005	Round Rock Annex Bldg A	211 Commerce Cove	Round Rock	
	WIC			
1006	Round Rock Annex Bldg B	211 Commerce Cove	Round Rock	
	Juvenile Probation			
1007	STORAGE ONLY - DPS Driver's License		St. Georgetown	
	Sheriff's Administration	508 S Rock St	Georgetown	
1009	Justice Center	405 MLK	Georgetown	
	Courts Attorney			
1010	Courts Clerk			
	District Attorney			
	District Clerk			
	District Courts			
	Law Library			
	CJ/CJ			
1011	Courts Courts at Law			
	Liberty Hill (Over the Hill Gang)	3407 RR 1869	Liberty Hill	
	Lib. Building	107 S Hwy	Georgetown	
	STORAGE ONLY - Health Dept Education (Childer Block)	300 S Main St	Georgetown	
	STORAGE ONLY - Health Dept Environmental (House)	303 S Main St	Georgetown	
	Parking Lot	307 S Main St	Georgetown	
1015	EMS Medic 42	1427 S Main St	Taylor	
	TABSGame Warden	517 Pine St	Georgetown	Game Warden
	STORAGE ONLY - Sheriff's Trustee Shop	508 Holly Blvd 2	Georgetown	
	LEASED - EMS Medic 53/54	305 MLK	Georgetown	Lonestar Alliance
	LEASED - EMS Administration	303 MLK	Georgetown	Lonestar Alliance
	STORAGE ONLY - Historic Jail	312 S Main St	Georgetown	
1020	EMS Medic 21 (Fire Station)	150 Church St	Cedar Park	Lease
	Red House Life Support	311 S Main St	Georgetown	Life Support
	Central Maintenance Facility	315 SE Inner Loop	Georgetown	
	Infrastructure			
	Jail			
	Road & Bridge			
1022	Brown Ranch	500 Holly Blvd 1	Georgetown	Brown Ranch
	Radio Tower - Back Up	151 Carlton Ct	Georgetown	
	Cedar Park Annex	350 Discovery Blvd	Cedar Park	
	Commissioner Post 2			
	Constable Post 2			
	Health Dept			
1033	Taylor Annex	412 Vance St	Taylor	
	Adult Probation			
	Constable Post 4			
	DMV			
	Juvenile Probation			
	Tax Office			
1034	EMS Medic 41	204 Northpark	Taylor	
	EMS Medic 23	202 W Wilks/200 Bagdad St	Leander	Lease
	Radio Tower - Cedar Park	1900 Cougar Country Drive	Cedar Park	
	Radio Tower - Liberty Hill	5201 Country Road 200	Liberty Hill	
	Radio Tower - Thrall	7800 County Road 424	Thrall	
	Granger CTC Facility	681 N Alligator Road	Granger	CTC
1043	Inner Loop Annex	301 SE Inner Loop	Georgetown	
	Adult Probation			
	CT (ISO)			
	Juvenile			
	JIS			
	Warehouse			
1044	Sheriff's Office Eastside	2201 Mallard Lane	Taylor	
	Juvenile Justice Center	200 Wilco Way	Georgetown	
	Parking Garage C/JC/Jail	303 W 4th Street	Georgetown	
	Radio Center	1306 Bill Police Trail	Taylor	
	JP Post 4	211 W 8th	Taylor	
	Radio Gun Range	200 Country Rd 130	Hutto	
1051	Tax Office	804 S Main	Georgetown	
	EMS Medic 51 (Dean Bass Fire Dept)	14248 Great Oaks Drive	Round Rock	Lease
	Parking Lot	321 W 8th St	Georgetown	City Lease
	Parking Lot (Ballfield Square)	323 W 8th St	Georgetown	City Lease
	Hutto Recycling Center	600 Lovell Road	Hutto	
	Hutto Annex	321 Ed Schmidt Blvd, Ste 200	Hutto	
1063	Commissioner Post 4			
	Vendor			
	Facilities Services Center	3101 SE Inner Loop	Georgetown	
	Children's Advocacy Center	1811 SE Inner Loop	Georgetown	
	Juvenile Annex	1801 E Old Settlers Rd	Round Rock	
	Commissioner Post 1			
1068	Constable Post 1			
	JP 1			
	Juvenile Probation Office Lease			
	Tax Office			
	Blackland Heritage County Park	12000 E Hwy 29	Georgetown	
	Landfill	600 Landfill Road	Hutto	
1070	Hwy 29 House (Boatwright)	6700 State Hwy 29 W	Georgetown	Boatwright
	Emergency Services Operations Center	811 Tracy Chambers Lane	Georgetown	
	All Communications			
	Emergency Mgmt			
	Emergency Services			
	Parks Admin			
1072	Parks Admin	210 Perry Mayfield	Leander	
	Williamson County Childs Health District	355 Texas Avenue	Round Rock	
	VACANT - Hutto House	475 CR 138	Hutto	
	SOCC - Hutto House	4106 Chandler Rd	Hutto	
	NCF Building C - Fuel Station	3161 SE Inner Loop	Georgetown	
	NCF Building D - Wireless Communication	3171 SE Inner Loop	Georgetown	
1078	NCF Building E - EMS Training	3198 SE Inner Loop	Georgetown	
	EMS			
	MOU			
	Juvenile (Fire Marshall)			
	Training Rooms			
1079	NCF Building G - Vehicle Impound	3181 SE Inner Loop	Georgetown	
	Georgetown Annex	100 Wilco Way	Georgetown	
	Commissioner Post 3			
	JP 3			
	An Extension			
	Volunteer Affairs			
1081	Purchasing			
	JIS			
	Training Rooms			
	Liberty Hill C/SCD	3800 FM 1869	Liberty Hill	
	Juvenile Public Safety Blvd	1781 E Old Settlers Rd	Round Rock	
	Juvenile Office Public Safety Blvd			
1084	VACANT - C/SCD	303 S Austin Ave	Georgetown	
	Internal Audit	301 S Austin Ave	Georgetown	
	EMS Medic 22	3218 Anderson MS Rd	Austin	
	Commissioner 4	2001 Joe O'Malley AT 300	Round Rock	
	River Ranch Park	194 Revilla Way	Liberty Hill	
	Berry Springs Park			
1089	SW Regional Park	219 Perry Mayfield	Leander	
	WC Regional Animal Shelter	1855 SE Inner Loop	Georgetown	
	Radio Tower - Prime	Rabbi Hill	Georgetown	Lease
	Radio Tower - Cedar Park	1900 Cougar Country Drive	Cedar Park	Lease
	Radio Tower - Cedar Park South	1202 Pine Ln	Cedar Park	Lease
	Radio Tower - Florence	1000 FM 270	Florence	
1091	Radio Tower - Old Florence	2395 FM 2843	Florence	Lease
	Radio Tower - Back Up	151 Carlton Ct	Georgetown	
	Radio Tower - Granger	5690 CR 327	Granger	Lease
	Radio Tower - Lime Creek	11689 Lime Creek Rd	Leander	Lease
	Radio Tower - Liberty Hill	5201 Country Road 200	Liberty Hill	Lease
	Radio Tower - Tower Rd	2141 Tower Rd	Liberty Hill	Lease
1041	Radio Tower - High Country	2800 High Country Blvd	Round Rock	Lease
	Radio Tower - Taylor	108 Old Coupled Rd	Taylor	
	Radio Tower - Thrall	7800 County Road 424	Thrall	Lease
	EMS Medic 22	3218 Anderson MS Rd	Austin	
	EMS Medic 21 (Fire Station)	150 Church St	Cedar Park	Lease
	EMS Medic 24	1211 Highland St	Cedar Park	Lease
1085	EMS Medic 26	1591 Cottonwood Creek Trl	Cedar Park	Lease
	EMS Medic 32	1570 Cypress Creek Rd	Cedar Park	Lease
	EMS Medic 30	304 S Patterson Ave	Florence	Lease
	EMS Medic 39	450 FM 1105	Georgetown	Lease
	EMS Medic 45	405 Exchange Blvd	Hutto	Lease
	EMS Medic 31	155 CR 313	Jarrell	Lease
1037	EMS Medic 29	203 W Wilks/200 Bagdad St	Leander	Lease
	EMS Medic 35	301 Loop 332	Liberty Hill	Lease
	EMS Medic 31 (Dean Bass Fire Dept)	14248 Great Oaks Drive	Round Rock	Lease
	EMS Medic 12	1612 Red Bud Ln	Round Rock	Lease
	EMS Medic 13	250 Depressed St	Round Rock	Lease
	EMS Medic 14	1991 Barehole Dr	Round Rock	Lease
1082	EMS Medic 11	1781 E Old Settlers Blvd	Round Rock	Lease
	EMS Medic 43	1437 S Main St	Taylor	
	EMS Medic 41	204 Northpark	Taylor	
	EMS Medic 41	204 Northpark	Taylor	
	EMS Medic 41	204 Northpark	Taylor	
	EMS Medic 41	204 Northpark	Taylor	
TOTAL SOFT				