**REISSUE of INVITATION FOR BIDS for AIRFRAME EQUIPMENT**

**IFB No. 23-08**

**RESPONSE CHECKLIST**

Bid Response includes all of the following items:

Bidder Questionnaire

## No Award to Debarred or Suspended Vendor’s Assurance

## Felony Conviction Notification

## Certifications

## Conflict of Interest/Nepotism

## Restrictions on the Use of Certain Public Subsidies

## Texas Corporate Franchise Tax

## State Assessment

## Lobbying

## Drug-Free Workplace

## Service Representative

USB Drive containing electronic version of Bid Response

(one file of the response forms and one file of the bid pricing)

## Bid Pricing

## ACKNOWLEDGEMENT OF ADDENDUMS

## Initial below to indicate receipt of any addendums that were issued prior to bid closing date:

## \_\_\_\_\_\_\_\_ N/A

## \_\_\_\_\_\_\_\_ Addendum #1

## \_\_\_\_\_\_\_\_ Addendum #2

## \_\_\_\_\_\_\_\_ Addendum #3

## Acceptance of all terms and conditions of Reissue of IFB No. 23-08 – Airframe Equipment

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Name of Certifying Person Title of Certifying Person

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Signature of Certifying Person Date

## BIDDER QUESTIONAIRE

## Name of firm under which you do business:

## Authorized Contact:

## Title:

## Name and Title of person authorized to sign agreements for Bidder (if different from authorized contact above):

## Street Address:

## P.O. Box (if applicable):

## Telephone:

## Fax:

## Email:

## Website:

## Organization Description:

## Type of Organization (check all applicable):

## Individually-Owned

## Partnership

## Joint Venture

## Corporation

## Private

## Public

## For Profit

## Non-Profit

## If a corporation, enter the date of incorporation and the State in which incorporated:

## Date:

## State:

## Federal ID or DUNS Number:

## Number of Employees:

## The number of years your firm has been in business under the present firm name:

## Enter any other names your firm has done business under, indicate the dates, locations, and number of years for each:

## Describe the general background and services provided by your firm:

## Name and qualifications of the general project manager/supervisor assigned to this account:

## Historically Underutilized Business (HUB) defined a for-profit entity that has not exceeded the size standard prescribed by 34 TAC §20.294, and has its principal place of business in Texas, and is at least fifty-one percent (51%) owned by an Asian Pacific American, Black American, Hispanic American, Native American, American woman and/or Service Disabled Veteran, who reside in Texas and actively participate in the control, operations and management of the entity’s affairs.

## Is the Bidder certified as a HUB? YES NO

## A copy of Bidder’s HUB Certificate must be included in the Bid Response.

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Signature of Certifying Person Date

## NO AWARD TO DEBARRED OR SUSPENDED VENDOR’S ASSURANCE

*This certification is required by the Federal Regulations, implementing Executive Order 12549, Government-wide Debarment and Suspension, for the Department of Agriculture (2 C.F.R. Part 417), Department of Labor (29 C.F.R. Part 98), Department of Education (2 C.F.R. Part 3485), and Department of Health and Human Services (2 C.F.R. § 376).*

WFSCB will not award a contract to:

* Any contracting entity or any principals of contracting entities that are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State Government.
* Any contracting entity or any principals of contracting entities that are within a three-year period preceding any bid or proposal convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal or State) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
* Any contracting entity or any principals of contracting entities that are presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal or State) with commission of any of the offenses enumerated in paragraph.
* Any contracting entity or any principals of contracting entities that within a five-year period preceding the application of bid being evaluated had any public transactions, or contracts (Federal or State) terminated for cause or default.
* Any contracting entity or any principals of contracting entities that are within a five-year period preceding the application or bid being evaluated had in the course of any public transactions (Federal or State) forfeited, payment or a performance bond on any contracted job.

By signing this form, the Bidder certifies by their signature that none of the above exclusions apply to their company or business entity nor its principals indicating a lack of business integrity or business honesty that seriously and directly affects its responsibility. Failure to return this executed document with submitted bid documents may cause the bid to be deemed as non-responsive.

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Signature of Certifying Person Date

## FELONY CONVICTION NOTIFICATION

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a), states "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person, owner or operator of the business entity has been convicted of a felony." The notice must include a general description of the conduct resulting in the conviction of a felony.

Subsection (b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction." The district must compensate the person or business entity for services performed before the termination of the contract.

**This notice is not required of a publicly held corporation, but the company representative must check off a selection below (A, B, or C).**

## Please check off a selection below:

## ( ) A. My firm is a publicly held corporation, therefore, this report requirement is not applicable.

## ( ) B. My firm is not owned and/or operated by anyone who has been convicted of a felony.

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

## Name of Felon(s):

## Details of conviction(s):

## I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.

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Signature of Certifying Person Date

## CERTIFICATION – CONFLICT OF INTEREST/NEPOTISM

The Bidder agrees no employee, officer, or agent of its organization shall participate in the selection, award, or administration of a contract supported by federal funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the Parties indicated herein, has a financial or other interest in the firm selected for an award.

The Bidder agrees not to solicit nor accept gratuities, favors or anything of monetary value from the officers, employees, and agents of WFSCB associated this contract.

The Bidder agrees to report any acts of conflict to the President/CEO or Chairman of the Board of Directors of WFSCB, immediately and complete the following form not later than the seventh (7th) business day after the date the Bidder becomes aware of facts that require the statement to be filed.

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Signature of Certifying Person Date

## CERTIFICATIONS

**Restrictions on the Use of Certain Public Subsidies**

Pursuant to Texas Government Code § 2264.051, the Bidder certifies that the business, or a branch, division, or department of the business does not and will not knowingly employ an undocumented worker as defined in Texas Government Code § 2264.001(4). The Bidder certifies that it shall establish and implement reasonable internal program management procedures sufficient to ensure its compliance with Texas Government Code § 2264.051.

**Texas Corporate Franchise Tax**

Pursuant to Article 2.45 Texas Business Corporation Act, State Agencies may not contract with for-profit corporations that are delinquent in making state franchise tax payments. The following certification, stating that the corporation making this bid is current in its franchise taxes.

\_\_\_\_\_\_\_\_\_\_\_\_ Not applicable (Bidder is not a corporation)

Indicate the certification that applies to the Corporation:

\_\_\_\_\_\_\_\_\_\_\_\_ The Corporation is a for-profit corporation and certifies that it is not delinquent in its franchise tax payments to the State of Texas.

\_\_\_\_\_\_\_\_\_\_\_\_ The Corporation is a non-profit corporation or is otherwise not subject to payment of franchise taxes to the State of Texas.

**State Assessment**

\_\_\_\_\_\_\_\_\_\_\_\_ Not applicable (Bidder is not a corporation).

Indicate the certification that applies to the Corporation:

\_\_\_\_\_\_\_\_\_\_\_\_ It is current in Unemployment Insurance taxes, Payday and Child Labor law monetary obligations, and Proprietary School fees and assessments payable to the State of Texas.

\_\_\_\_\_\_\_\_\_\_\_\_ It has no outstanding Unemployment Insurance overpayment balance payable to the State of Texas.

**Lobbying**

*This certification is required by the Federal Regulations, implementing § 1352 of the Program Fraud and Civil Remedies Act, 31 U.S. Code § 1352, for the Department of Agriculture (2 C.F.R. Part 418), Department of Labor (29 C.F.R. Part 93), Department of Education (34 C.F.R. Part 82), Department of Health and Human Services (45 C.F.R. Part 93).*

The Bidder certifies that:

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

**Drug-Free Workplace**

*This certification is required by the Federal Regulations, implementing the Drug-Free Workplace Act of 1988, Pub.L 100-690, §§ 5150-5160 (41 U.S.C. § 8101 et seq., as amended); for the Department of Agriculture (2 C.F.R. Part 421), Department of Labor (29 C.F.R. Part 98), Department of Education (34 C.F.R. Part 86), and Department of Health and Human Services (2 C.F.R. Part 382).*

The Bidder certifies that it shall provide a drug-free workplace.

**Certification**

Signature by an authorized representative of the Bidder and return of this document to WFSCB are prerequisites for finalizing this bid.

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Name of Certifying Person Title of Certifying Person

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Signature of Certifying Person Date

## SERVICE REPRESENTATIVE

## The contractor must provide a dedicated service representative to provide support for this contract. The contractor shall provide the name and contact information for the service representative. During the contract period, the contractor shall notify the IFB Point of Contact in the event the contractor's service representative changes.

## Name:

## Address:

## City, State, Zip Code:

## Telephone Number:

## Fax Number:

## Email: