



**REQUEST FOR PROPOSAL
JANITORIAL SERVICES
TEXAS LOCATIONS**

GREAT HEARTS ACADEMIES TEXAS

**DATE
27TH JANUARY, 2026**

Table of Contents

| | |
|--|-----------|
| 1. SUMMARY AND BACKGROUND..... | 3 |
| 2. PROPOSAL GUIDELINES..... | 3 |
| 3. SERVICE LOCATIONS..... | 4 |
| 4. WORK SCOPE COMPONENTS:..... | 5 |
| 5. DETAILED SCOPE FOR JANITORIAL SERVICES | 5 |
| 6. REQUEST FOR PROPOSAL AND PROJECT TIMELINE | 12 |
| 7. BUDGET | 13 |
| 8. BIDDER QUALIFICATIONS..... | 13 |
| 9. PROPOSAL EVALUATION CRITERIA..... | 13 |
| Attachment A – Title Page | 17 |
| Attachment B – Vendor Information | 18 |
| Attachment C – Vendor Certification | 19 |
| Attachment D – Proof of Insurance or Bonding | 20 |
| Attachment E – Certification Regarding Drug-Free Workplace | 21 |
| Attachment F – Conflict of Interest Form | 22 |
| Attachment G – Conflict of Interest Form CIQ | 23 |
| Attachment H – Equal Opportunity and Nondiscrimination | 24 |
| Attachment I – Felony Conviction Disclosure Statement..... | 26 |
| Attachment J – Certification Regarding Lobbying | 27 |
| Attachment K – Debarment or Suspension Certificate | 28 |
| Attachment L – Contract Provisions for Contracts Involving Federal Funds | 29 |
| Attachment N – Reference Sheet..... | 30 |
| Attachment O – Proposed Pricing..... | 31 |
| Attachment P – Respondent’s W-9 | 32 |
| Attachment Q: Child Support Certification..... | 33 |

1. SUMMARY AND BACKGROUND

Great Hearts Academies is currently accepting proposals to provide janitorial services for schools and support service operations locations in Texas. The purpose of this Request for Proposal (RFP) is to solicit proposals from various candidate organizations, conduct a fair and extensive evaluation based on the criteria listed herein, and select the candidate who best represents the direction Great Hearts Academies wishes to pursue.

Great Hearts Academies was established in 2004 and is growing rapidly. Great Hearts is a charter education company providing classical education. Our customer base consists of students in grades K-12, educational professionals, and community members who visit our facilities. To maintain clean facilities for our students, staff, and visitors, while maintaining cost efficiencies, Great Hearts is seeking bids for services through this Request for Proposal (RFP).

Great Hearts Academies is headquartered in Arizona with lead offices in Texas.

Our services include:

- Education of Students
- Staff Training
- Community Engagement and Resource Partnerships

2. PROPOSAL GUIDELINES

This request for proposal represents the requirements for an open and competitive process. **Proposals will be accepted until 5:00 pm on March 12, 2026.** Any proposals received after this date and time will be returned to the sender. An official agent or representative of the submitting company must sign all proposals.

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive, including any outsourced or contracted work. Any proposals that call for outsourcing or contracting work must include the name and description of the organizations being contracted.

All costs must be itemized, including an explanation of all fees and costs. Costs shall also be listed as provided in the example table for services. Costs shall be comprehensive and per-square-foot, based on floor surfaces and building condition. Costs shall include cleaning supplies. Cleaning supplies must be provided in a secured (locked) chemical management system wall-mounted in the housekeeping closets.

Great Hearts Academies is exempt from local, state, and federal taxes. If taxes are imposed on the goods and/or services purchased, Great Hearts Academies will not be responsible for payment of the taxes. The supplier shall absorb all taxes. Great Hearts Academies will provide tax-exempt information upon request.

Proposals shall include financial statements reflecting the company's ability to sustain business operations for no less than a six-month period.

Contract terms and conditions will be negotiated upon selection of the winning bidder for this RFP. All contractual terms and conditions will be subject to review by Great Hearts and will include the project's scope, budget, schedule, and other necessary items. The final contract will include cure periods and financial penalties for cure periods exceeding three (3) per school per year. Cure periods are periods during which the provider must remedy an issue or complaint. The cure must be remedied within one week. The penalty is the lost charge for days out of compliance.

Great Hearts Academies reserves the right to accept any proposal, or any part of any proposal, that it deems most favorable to the school's interests. Great Hearts Academies also reserves the right to reject any or all proposals or any portion of any proposal submitted for any reason or no reason, and/or that Great Hearts Academies determines not to be in the best interest of the school.

3. SERVICE LOCATIONS

The purpose of this project is as follows:

Great Hearts Academies Texas would like to award a contract for janitorial services for the following locations throughout our service network:

| Region | School Name | Address | Year Built | SQFT | MPR | GYM |
|--------|------------------------|---|------------|--------|------|-------|
| SA | Northern Oaks Phase 1 | 17223 Jones Maltsberger Road, Building 1 | 2015 | 41,318 | 3202 | |
| SA | Northern Oaks Phase 2 | 17223 Jones Maltsberger Road, Buildings 2 & 3 | 2017 | 51,190 | | 11977 |
| SA | Western Hills Phase 1 | 8702 Ingram Road, Buildings 1 | 2018 | 40,940 | 2371 | |
| SA | Forest Heights Phase 1 | 5538 Research Drive, Building 1 | 2019 | 40,840 | 2361 | |
| DFW | Irving Upper | 3520 World Cup Way | 2019 | 39,005 | | |
| SA | Northern Oaks Phase 3 | 17224 Jones Maltsberger Road, Buildings 2 & 3 | 2020 | 3,524 | | |
| SA | Live Oak Phase 1 | 7653 N Loop 1604 | 2020 | 54,932 | 2459 | |
| DFW | Lakeside Phase 1 | 7633 Harris Parkway | 2020 | 45,611 | 2694 | |
| SA | Western Hills Phase 2 | 8702 Ingram Road, Buildings 2 & 3 | 2021 | 40,400 | | 12172 |
| DFW | Arlington Phase 1 | 6701 S Cooper Street | 2021 | 70,732 | 3039 | 11839 |
| SA | Forest Heights Phase 2 | 5538 Research Drive, Building 2 | 2022 | 55,250 | | 11349 |
| SA | Invictus | 12018 Bandera Road | 2022 | 69,529 | 2853 | 11823 |
| DFW | Irving MS&G | 3550 Carbon Road | 2022 | 61,000 | 5145 | 12244 |
| DFW | Lakeside Phase 2 | 7635 Harris Parkway | 2023 | 58,396 | 2616 | 11435 |
| DFW | Prairie View Phase 1 | 9001 US-287 | 2023 | 71,984 | 2479 | 11963 |
| DFW | Prairie View Phase 2 | 9001 US-287 | 2026 | 39,233 | 3517 | |
| SA | Live Oak Phase 2 | 7653 N Loop 1604 | 2024 | 40,349 | 2694 | 12260 |
| DFW | Story Road | 3580 W Story Road | 2025 | 60,245 | | 8122 |
| DFW | Arlington Phase 2 | 6701 S Cooper Street | 2025 | 40,548 | 3742 | |
| SA | Monte Vista North | 319 E Mulberry. Ave | | 59,958 | | |
| SA | SA CMO Office | 310 W Ashby Pl. | | 16,000 | | |

4. WORK SCOPE COMPONENTS:

Day porter services for all locations are full-time unless otherwise indicated. Day porter quotes for services should be in increments of 0.5 FTE (full-time equivalents) to accommodate schools that may want either more or less day porter service, depending on use patterns and customer volume. A day porter is needed for each building.

The Day Porter quote should be reflected in two (2) levels of service:

- A. Basic day porter service (minimal or basic work scope)
- B. Al La Carte service options (additional work items not included in basic scope)

Regular cleaning services for all locations should be staffed at a level to complete the job satisfactorily. The number of staff assigned to regular after-hours cleaning at each Great Hearts location will be included in the bid proposal response.

Evening or after-hours cleaning quote should be reflected in two (2) levels of service:

- A. Basic cleaning service (minimal or basic work scope)
- B. Al La Carte service options (additional work items not included in basic scope, additional frequencies of specific services)

Summer/Holiday deep cleaning should include staffing levels to deep clean each campus within a narrow window of approximately three (3) weeks. Summer/holiday deep cleaning would not supplant or replace daily or day porter services if those are performed at the school's request.

The summer deep cleaning quote should be reflected in two (2) levels of service:

- A. Basic summer/holiday deep clean
- B. Al La Carte special service options

Special events cleaning should include staffing levels to complete the required cleaning without reducing staffing, performance, or expectations, as previously outlined in this RFP.

Special Events Cleaning:

- A. Basic event cleaning, i.e., graduation or community event.

5. DETAILED SCOPE FOR JANITORIAL SERVICES

Vendor will provide the following cleaning services for Great Hearts Academies:

Janitorial Services at Great Heart Locations, five days per week, Monday – Friday, during hours agreed upon at each location, including day porter and regular cleaning services. Sunday may be added.

Vendor personnel working in Great Hearts facilities will meet the following criteria:

- Will have passed a full background check
- Will meet the criteria required by Great Hearts to obtain a badge

The core services provided at all locations are:

Vendor will furnish all materials, equipment, and cleaning supplies, except for the following:

Can liners, toilet paper, paper towels, hand soap, hand sanitizer, urinal blocks, seat covers, and floor cleaning solution.

CLEANING SPECIFICATIONS AND FREQUENCY

***Note: Basic Scope items should be minimal in number and frequency.**

BUILDING ENTRANCES AND EXITS

1. Remove any debris leading to the building, maintaining a twenty-five (25) foot diameter from all doors.
2. Empty waste receptacles; clean exterior of receptacles as necessary.
3. Clean all entrance and exit glass.
4. Clean behind, besides, and around the facility waste receptacle and dispose of debris.
5. Where applicable, close container doors on the facility waste receptacle.

COMMON AREAS (VESTIBULES/HALLWAYS/ELEVATORS)

1. Remove all paper and debris to designated areas.
2. Empty (replace liner waste can liner if liquid is in trash) and clean waste receptacle.
3. Sweep and mop or vacuum all stairwells.
4. REMOVE COBWEBS FROM STAIRWELLS.
5. Clean and disinfect drinking fountains.
6. Remove dust from window frames/sills.
7. Vacuum carpeted areas.
8. Vacuum edges and corners of floors.
9. Spot clean spots/spills on carpeted areas.
10. Vacuum and correctly place entry mats.

11. Dry mop and wet mop hard surface floors.
12. Remove scuff marks, etc., from hard surface floors.
13. Spot-clean scuff/splash marks on doors.
14. Dust office suite door nameplate.
15. Dust baseboards and moldings.
16. High-dust moldings around ceilings, walls, and door and window frames, etc.
17. Check light lenses and clean as necessary.
18. Spot clean doors and walls.
19. Clean common area, restroom to specifications.
20. Strip and wax all typical area floors.
21. Check and replace as necessary hand sanitizer in the dispensers as needed in all common areas of the building.
22. Clean (extraction) carpets to be scheduled with facilities.

WAITING AREAS/LOBBY

1. Empty (replace waste can liner if liquid is in trash can) and clean receptacles.
2. Wipe all high-touch areas, including arms of chairs, counters, door handles, tables, etc., with approved germicide.
3. Vacuum carpeted areas.
4. Vacuum and correctly place entry mats.
5. Vacuum under tables and other large furniture.
6. Vacuum with crevice tool behind doors, coat racks, and other movable objects.
7. Spot clean spot/spills on carpeted areas.
8. Dry mop and wet mop hard surface floors.
9. Remove scuff marks, etc., from hard surface floors.
10. Clean threshold plates under doors.

11. Spot clean scuff/splash marks on doors.
 12. Dust baseboards and moldings.
 13. High-dust molding around the ceiling, walls, door and window frames, etc.
 14. Spot clean doors and walls.
 15. Dust artwork, Televisions, vents, lights, etc.
 16. Wipe all doors and glass, and interior ledges.
 17. Straighten magazines and periodicals. Dispose of damaged or soiled items.
 18. Replace chairs, tables, etc., to the proper position.
 19. Clean all furniture, including cushions. Spot clean as needed or requested.
 20. Clean (extraction) carpets twice yearly to be scheduled with facilities.
- **Any educational equipment is cleaned and maintained by staff.**

Nurses Office

1. Clean inside and outside of trash receptacles, including the cabinet that the receptacle is placed inside (excluding bio-hazard).
2. Empty all trash cans and replace liners.
3. Wipe all high-touch areas, including arms of chairs, counters, door handles, tables, etc., with approved germicide.
4. Wipe the fronts of cabinets and handles.
5. Clean sinks and counters with approved germicide.
6. Replace the soap and paper towel in the dispenser as needed.
7. Spot clean the walls.
8. Dust the floor, moving all movable furniture to remove dust or debris properly.
9. Place “wet floor” sign and mop entire area using an approved neutral cleaner.
10. Machine scrub and burnish as necessary.
11. High-dust molding around the ceiling, walls, and door and window frames, etc.

12. Dust artwork, vents, lights, etc.
 13. Wipe all doors and glass, and interior ledges.
 14. Clean waiting room restrooms to restroom specifications.
 15. Straighten magazines and periodicals. Dispose of damaged or soiled items.
 16. Replace chairs, tables, etc., to the proper position.
- **The nurse cleans any medical equipment.**

EMPLOYEE BREAKROOMS

1. Empty (replace waste can liner) and clean receptacles.
 2. Wipe all high-touch areas, including surfaces, door handles, light switches, etc., with approved germicide.
 3. Clean the microwave, coffee makers, refrigerator exterior, and wipe down vending machines.
 4. Wipe down counters, sinks, tables, and chairs with approved germicide.
 5. Replace paper towels and soap in the dispensers as needed.
 6. Spot clean walls.
 7. Place a Wet Floor sign and mop the entire area using an approved neutral cleaner.
 8. Machine scrub and burnish as necessary.
 9. Dust baseboards and moldings.
 10. High-dust molding around the ceiling, walls, and door and window frames, etc.
 11. Dust artwork, vents, lights, etc.
 12. Straighten magazines and periodicals. Dispose of damaged or soiled items.
 13. Replace chairs, tables, etc., to the proper position.
- **Friday Only** – Refrigerators in break rooms will be cleaned out, removing any expired foods. Employees will be responsible for removing personal food items; any left will be thrown away at the end of this school or business day.
 - **Sunday Option**—Optional single person to clean after weekends.

OFFICES

Daily clean inside and outside of trash receptacles.

1. Dust office areas
 2. Empty all trash cans and replace liners.
 3. High dust vents, pictures, lights, etc.
 4. Vacuum carpet moving any moveable furniture to remove any dirt or debris. Extract carpets as needed to remove stains or dirt.
- **Only enter unlocked offices. School staff are responsible for the cleaning of their personal workspaces.**

CONFERENCE/CLASSROOMS

1. Clean inside and outside of trash receptacles.
2. Empty all trash cans and replace liners.
3. High dust vents, pictures, lights, etc.
4. Wipe tables and chairs with approved germicide.
5. Spot clean walls.
6. Clean whiteboards.
7. Vacuum carpet moving any moveable furniture to remove any dirt or debris.
8. Extract carpets as needed to remove stains or dirt.

RESTROOMS

1. Clean inside and outside of trash receptacles.
2. Empty all trash cans and replace liners.
3. High dust vents, sills, pictures, lights, windows/sills, etc.
4. Clean toilets and urinals with approved germicide.
5. Replace toilet paper, seat covers, and sanitary napkin dispenser bags.
6. Clean sinks and counters with approved germicide.
7. Replace soap and paper towels in the dispensers as needed.

8. Wash walls, partitions, and doors with approved germicide.
9. Sweep and place a “wet floor” sign and mop floors using an approved neutral cleaner.
10. Machine scrub as necessary or requested.

GYMNASIUM/MULTIPURPOSE/CAFETERIA

1. Empty all trash cans and replace liners.
2. Clean toilets and urinals with approved germicide.
3. Replace soap and paper towels in the dispensers as needed.
4. Sweep place “wet floor” sign and mop the wood gym floor or the wood stage floor using an approved neutral cleaner.
5. Machine-scrub or buff floors as necessary or requested.
6. Clean sinks with a non-abrasive cleaner to remove surface stains.
7. Dry mop and wet mop hard floor surfaces.
8. Dust baseboards and moldings.
9. Strip and wax all common area floors.
10. Sweep and wipe off bleachers with approved chemicals.
11. Replace hand sanitizer if applicable in dispensers.

HOUSEKEEPING CLOSET

1. Empty mop buckets and store them neatly.
2. Store equipment and supplies in a safe and orderly fashion.
3. Clean sinks with a non-abrasive cleaner to remove surface stains.
4. Dry mop and wet mop hard floor surfaces.
5. Spot clean/wash walls.
6. Equipment shall not be stored in any manner that violates codes or safety regulations.

The following criteria must be met to achieve a successful project:

- Professional service appearance

- Consistent attendance and reporting to work locations
- Consistency of level of service or performance
- Ability to avoid cure periods and performance penalties
- Provide a customer service website and/or PDA application for service requests
- Maintain staffing levels
- Assure all staff members are background verified
- Ability to work closely with Great Hearts facilities technicians, office Managers, and leaders on coordination of project tasks and resources
- Plan and perform a quality control process on the performance of services

6. REQUEST FOR PROPOSAL AND PROJECT TIMELINE

Request for Proposal Timeline:

All proposals in response to this RFP are due no later than **March 12, 2026, at 5:00 PM (CST)**

| | |
|--------------------------------------|---|
| RFP Issue Date: | January 27, 2026 |
| Location Visits | Feb 4, 5, 6, 10, 11, and 12, 2026 |
| Respondent Question Cut-Off Date: | Feb 17, 2026, at 3:00 PM (CST) |
| Replies to the Supplier's Question: | Feb 25, 2026 |
| Proposal Due Date & Time: | March 12, 2026, at 5:00 PM (CST) |
| Proposal Opening: | March 24, 2026, at 11:00 AM (CST) |
| Evaluation and Negotiation | Two weeks |
| Awarding | April 10, 2026 |

Location walks can be scheduled and performed on **February 4, 5, 6, 10, 11, and 12, 2026, and must be scheduled no later than February 3, 2026.** Attendance is not mandatory for bid eligibility; however, participation is highly recommended to ensure accurate flooring assessments.

Proposal evaluations and negotiations with the responsible and competitive bidders will be made. If additional information or discussions are needed during this evaluation period, the affected bidder(s) will be notified. The selection decision for the winning bidder will be made by or before **April 10, 2026.** Note: The winning bidder will be interviewed. At that time, Great Hearts will determine whether an alternate bid should be reconsidered.

The selected bidder will be required to submit financial statements demonstrating the ability to sustain operations for six months using available resources, excluding any financial compensation from Great Hearts Academies.

Janitorial On-boarding and Initiation of Service Timeline:

Service preparations and marshalling of equipment and staffing resources must be completed, and work must begin on/**by May 1st, 2026.**

7. BUDGET

All proposals must include proposed costs to complete the tasks described in the project scope. Costs should be stated as one-time or non-recurring costs (NRC) or monthly recurring costs (MRC). Pricing shall be broken down for each location for the following work scopes: day porter, regular daily cleaning, and summer deep cleaning; see example:

| SCHOOL NAME | DAY PORTER SERVICE | DAILY CLEANING | SUMMER DEEP CLEAN | SCHOOL TOTAL/YEAR |
|--------------------|---------------------------|--------------------------|--------------------------|--------------------------|
| John Doe Prep | \$2,500(MRC)x12=\$30,000 | \$3,500(MRC)x12=\$42,000 | \$6,000(NRC) | \$78,000/year |

Al La Carte items should be priced and listed in the proposal but not included in the basic scope of work.

Pricing should be listed for each of the following items in accordance with the format below:

| | | |
|------------------------|------------|---------------------------------|
| Day Porter Service | MRC | MRC*(Monthly Recurring Charges) |
| Daily Cleaning | MRC | |
| Summer Deep Cleaning | NRC | NRC*(Non-Recurring Charges) |
| Special Event Cleaning | NRC | |
| Al La Carte Items | NRC or MRC | |

NOTE: All costs and fees must be clearly described in each proposal and totaled for each location. The costs for day porter, daily cleaning, and summer deep cleaning shall be combined to reflect a total service cost for that school for one school year. Then, all school totals will be combined to reflect a total for the entire proposal submitted to Great Hearts Academies.

8. BIDDER QUALIFICATIONS

Bidders should provide the following items as part of their proposal for consideration:

- Description of experience in providing day porter, cleaning, and summer deep cleaning service for educational and non-educational customers
- List of how many full-time, part-time, and managerial staff your company has
- Testimonials from past clients on janitorial service work
- Anticipated resources you will assign to this project (total number, role, title, experience)
- Timeframe for transitioning your company into our customer base
- Staff supervision methodology and best practices for maintaining clean schools
- Financial Statements
- All employees must be direct hires of the company

9. PROPOSAL EVALUATION CRITERIA

Great Hearts Academies will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all the following criteria:

- *Overall proposal suitability:* proposed service(s) must meet the scope and needs included herein and be presented in a clear and organized manner

- *Organizational Experience:* Bidders will be evaluated on their experience as it pertains to the scope of this project
- *Previous work:* Bidders will be evaluated on examples of their work pertaining to work for educational and/or large customers, as well as client testimonials and references
- *Value and cost:* Bidders will be evaluated on the cost of their service(s) based on the work to be performed in accordance with the scope of this project
- *Technical expertise and experience:* Bidders must provide descriptions and documentation of staff technical expertise and experience
- Statement indicating if there has been or currently is litigation pending against the company related to cleaning services
- Statement indicating if another contractor has ever been hired to complete a contract or job due to the termination of the contract
- Statement indicating good standing with regulatory agencies or registrars in Texas, i.e., has your company ever had business license(s) revoked or suspended
- Completed and executed Exhibits to this Request for Proposal

This is a negotiated procurement, and as such, the award will not necessarily be made to the lowest-priced proposal. The award will be made to the partner submitting the best responsive proposal satisfying Great Hearts Texas’s requirements, price, and other factors. If one vendor cannot meet the requirements outlined in this document, the award may be divided among several qualified vendors.

Proposals will be evaluated on criteria deemed to be in Great Hearts Texas’s best interest, including but not limited to:

- 9.1.1 Purchase price
- 9.1.3 The reputation of the vendor and of the vendor’s goods and services
- 9.1.2 The quality of the vendor’s goods and services
- 9.1.3 The extent to which the vendor’s goods and services meet the needs of Great Hearts Texas
- 9.1.4 Vendor’s past relationship, if any, with Great Hearts Texas or other charter schools
- 9.1.5 Long-term cost to Great Hearts Texas
- 9.1.6 Vendor’s principal place of business
- 9.1.7 Any other relevant factor listed in the RFP

9.2 Great Hearts Texas will also evaluate each proposal(s) in the areas of the proposed plan, experience/service capabilities, and value on the following pre-determined criteria. The committee evaluating the proposals submitted in response to this RFP may require any or all vendors to give an oral presentation to clarify or elaborate on their proposal. Upon completion of oral presentations or discussions, vendors may be requested to revise any or all portions of their proposals.

| Criterion | Weight | Points | Focus |
|--------------------------------|---------------|---------------|---|
| Price/Cost Proposal | 40% | 0–40 | Most significant factor: cost control is a priority |
| Experience & References | 15% | 0–15 | K–12 track record and vendor reliability |
| Staffing & Qualifications | 15% | 0–15 | Staff capability and training standards |
| Quality Assurance Plan | 10% | 0–10 | Measurable cleaning standards and oversight |
| Equipment & Supplies | 8% | 0–8 | Modern tools and environmental compliance |
| Communication & Responsiveness | 7% | 0–7 | Vendor accessibility and problem resolution |
| Compliance & Insurance | 5% | 0–5 | Legal and safety requirements |

Each bidder must submit three (3) copies of their proposal to the address below by **March 12, 2026, at 5:00 PM (CST)**

ATTN: SHRADDHA NEMBANG
SR. DIRECTOR OF SPECIAL PROJECTS
Great Hearts Texas
12500 San Pedro Ave., Suite 500; San Antonio, TX 78216

ALL FORMS REQUIRING SIGNATURE MUST BE SIGNED AS INDICATED.

1. Attachment A – Title Page. This form must be completed and included as the cover sheet for Proposals submitted in response to this RFP.
2. Attachment B – Vendor Information
3. Attachment C – Vendor Certification
4. Attachment D – Proof of Insurance or Bonding
5. Attachment E – Certification Regarding Drug-Free Workplace
6. Attachment F – Great Hearts Texas Conflict of Interest Form
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12. Attachment L – Contract Provisions for Contracts Involving Federal Funds
13. Attachment M – Criminal History Certification
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15. Attachment O – Proposed Pricing
16. Attachment P – W-9 Form

Attachment A – Title Page

A Proposal Submitted in Response to

Great Hearts Texas

Request for Proposals

Janitorial GHTX/JAN- 2026-2027

Submitted By:

(Full Legal Name of Vendor)

(Date of Submission)

Attachment B – Vendor Information

Enter Vendor's name and address below.

1. Vendor Name: _____

2. Street Address: _____

3. City, State, and Zip Code: _____

4. Email Address: _____

5. Phone Number: _____

Additional Requirements:

Proposal must include the name of each person with at least 25% ownership of the Vendor.

Name: _____

Name: _____

Name: _____

Name: _____

Attachment C – Vendor Certification

I, the undersigned, submit this Proposal and have read the specifications, which are a part of this RFP. My signature also certifies that I am authorized to submit this Proposal, sign as a representative for Vendor, and carry out services solicited in this RFP.

Signature of Authorized Agent: _____

Printed Name and Title of Agent: _____

Vendor Name: _____

Address: _____

Telephone Number: _____

Contact Person: _____

Email Address (if applicable): _____

Web Site Address (if applicable): _____

Attachment D – Proof of Insurance or Bonding

IF Applicable

PLEASE PROVIDE PROOF OF INSURANCE OR BONDING

Attachment E – Certification Regarding Drug-Free Workplace

This certification is required by the Federal Regulations Implementing Sections 5151-5160 of the Drug-Free Workplace Act, 41 U.S.C. 701, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668 and 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned Vendor certifies it will provide a drug-free workplace by:

- Publishing a policy statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee.
- Establishing an ongoing drug-free awareness program to inform employees of the dangers of drug abuse in the workplace, the Vendor’s policy of maintaining a drug-free workplace, the availability of counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed on employees for drug violations in the workplace.
- Providing each employee with a copy of the Vendor’s policy statement.
- Notifying the employees through Vendor’s policy states that as a condition of services to Great Hearts Texas, employees shall abide by the terms of the policy statement and notify Vendor in writing within five days after any conviction for a violation by the employee of a criminal drug abuse statute in the workplace.
- Notifying Great Hearts Texas within ten (10) days of Vendor’s receipt of a notice of a conviction of any employee; and,
- Taking appropriate personnel action against an employee convicted of violating a criminal drug statute or requires such employee to participate in a drug abuse assistance or rehabilitation program.

Vendor Name: _____

Signature of Authorized Representative: _____

Date: _____

Printed Name and Title of Authorized Representative: _____

Attachment F –Conflict of Interest Form

By signature of this Proposal, Vendor covenants and affirms that:

- No manager, employee, or paid consultant of Vendor is a member of the Great Hearts Texas Board of Directors or an employee of Great Hearts Texas.
- No manager or paid consultant of Vendor is married to a member of the Great Hearts Texas Board of Directors, Great Hearts Texas’s Chief Executive Officer, or an employee of Great Hearts Texas.
- No member of the Great Hearts Texas Board of Directors, Great Hearts Texas’s Chief Executive Officer, or employee of Great Hearts Texas is a manager or paid consultant of Vendor.
- Neither any member of the Great Hearts Texas Board of Directors, Great Hearts Texas’s Chief Executive Officer, nor any employee of Great Hearts Texas owns or controls more than 10% in Vendor.
- Neither any member of the Great Hearts Texas Board of Directors, Great Hearts Texas’s Chief Executive Officer, nor any employee of Great Hearts Texas receives compensation from the Vendor for lobbying activities as defined in Chapter 305 of the Texas Government Code.
- Vendor has disclosed within the Proposal any interest, fact, or circumstance which does or may present a potential conflict of interest.
- Should Vendor fail to abide by the foregoing covenants and affirmations regarding conflict of interest, Vendor shall not be entitled to the recovery of any costs or expenses incurred in relation to any contract with Great Hearts Texas and shall further be liable for any costs incurred or damages sustained by Great Hearts Texas relating to that contract.

Vendor Name: _____

Signature of Authorized Representative: _____

Date: _____

Printed Name and Title of Authorized Representative: _____

Attachment G – Conflict of Interest Form CIQ

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 of the 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 who meets the requirements under Section 176.006(a). By law, this questionnaire must be filed with the records administrator of the local governmental entity no later than the 7th business day after 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.

The respondent must fill out the Conflict-of-Interest Form CIQ and submit it with their proposal. The Conflict-of-Interest Form CIQ can be found at the following link:

<https://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf>

Attachment H – Equal Opportunity and Nondiscrimination

Vendor promotes employment opportunity through a program designed to provide equal opportunity without regard to race, color, sex, religion, national origin, age, disability, or political affiliation or belief. Additionally, discrimination is prohibited against any beneficiary of programs funded under Title I of the Workforce Investment Act of 1998, on the basis of the beneficiary's citizenship/status as a lawfully admitted immigrant authorized to work in the United States, or his/her participation in any WIA Title I financially assisted program or activity. Vendor conforms to all applicable federal and state laws, rules, guidelines, and regulations, and provides equal employment opportunity in all employment and employee relations.

EEO Laws, Rules, Guidelines, Regulations

Vendor provides equal opportunities consistent with applicable federal and state laws, rules, guidelines, regulations, and executive orders. Such regulations include:

- Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination under any program or activity receiving federal financial assistance.
- Title VII of the Civil Rights Act of 1964, as amended, and its implementing regulations at 29 CFR Part 37, which prohibit discrimination based on race, color, religion, sex, or national origin in any term, condition, or privilege of employment.
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals because of disability.
- Age Discrimination in Employment Act of 1967, as amended, which prohibits discrimination against individuals 40 years of age and older.
- Americans with Disabilities Act of 1990, which prohibits discrimination against qualified individuals with disabilities.
- Age Discrimination Act of 1975, as amended, which prohibits discrimination based on age in programs receiving federal financial assistance.
- Texas Commission on Human Rights Act, as amended, which prohibits discrimination in employment based on race, color, handicap, religion, sex, national origin, or age.
- Equal Pay Act of 1963, as amended, which requires equal pay for men and women performing equal work.
- Pregnancy Discrimination Act of 1978, which prohibits discrimination against pregnant women.

Vendor is committed to promoting equal employment opportunity through a progressive program designed to provide equal opportunity without regard to race, color, sex, religion, national origin, age, disability, or political affiliation or belief. Vendor takes positive steps to eliminate any systematic discrimination from personnel practices. Vendor recruits, hires, trains, and promotes into all job levels the most qualified persons without regard to race, color, religion, sex, national origin, age, or disability status. Staff at all levels is responsible for active program support and personal leadership in establishing, maintaining, and carrying out an effective equal employment opportunity program.

Vendor Name: _____

Signature of Authorized Representative: _____

Date: _____

Printed Name and Title of Authorized Representative: _____

Attachment I – Felony Conviction Disclosure Statement

Pursuant to Texas Education Code Section 44.034, Notification of Criminal History of Contractor, “A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an 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.” Additionally, in accordance with this state law, “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 [...] or misrepresented the conduct resulting in the conviction.” In this event, “The district must compensate the person or business entity for services performed before the termination of the contract.” Section 44.034 “does not apply to a publicly held corporation.”

I, the undersigned agent _____ (“Respondent”),
for _____ certify

that the information concerning notification of felony conviction has been reviewed by me and the following information furnished is true to the best of my knowledge.

- Respondent is a publicly held corporation; therefore, this reporting requirement is not applicable.
- Respondent is not owned or operated by anyone who has been convicted of a felony.
- Respondent is owned or operated by the following individual(s) who has/have been convicted of a felony, as disclosed below:

Name of Individual(s): _____

General description of the conduct resulting in the conviction of a felony:

Name of Individual: _____

General description of the conduct resulting in the conviction of a felony:

Signature of Authorized Representative

Date Signed

Attachment J – Certification Regarding Lobbying

Submission of this certification is a prerequisite for making or entering this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certifications shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, 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 office or employee of any agency, a Member of Congress, or an officer or employee of Congress, an employee of a Member of Congress, or any Board Member, officer, or employee of Great Hearts Texas in connection with the awarding of Federal contract, the making of a Federal grant, the making of a Federal Loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, an employee of a Member of Congress, or any Board Member, officer, or employee of Great Hearts Texas in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form –LLL, “Disclosure Form to Report Lobbying”, in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the awarded documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

Vendor Name: _____

Signature of Authorized Representative: _____

Date: _____

Printed Name and Title of Authorized Representative: _____

Attachment K – Debarment or Suspension Certificate

Federal Executive Order (E.O.) 12549 “Debarment” requires that all contractors receiving individual awards, using federal funds, and all sub-recipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document, you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at the following websites: www.sam.gov and <https://acquisition.gov/far/index.html>, see section 52.209-6

Your signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Vendor Name: _____

Vendor Address: _____

City, State, Zip: _____

Vendor Phone: _____

Printed-Authorized Company Official’s Name: _____

Printed Title of Authorized Representative: _____

Signature of Authorized Company Official: _____

Date Signed: _____

Attachment L – Contract Provisions for Contracts Involving Federal Funds

Great Hearts Texas
Edgar Certifications and Representations
(Education Department General Administrative Guidelines)

With respect to the use of federal funds for the procurement of goods and services, 2 CFR 200.326 and Appendix II to 2 CFR 200 require the inclusion of the following contract provisions.

1. Remedies for Contract Breach or Violations. Contracts for more than the simplified acquisition threshold currently set at \$250,000 must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.
2. Termination for Cause and Convenience. All contracts in excess of \$10,000 must address termination for cause and for convenience by THE SCHOOL including the manner by which it will be affected and the basis for settlement.
3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR 60–1.3 must include the equal opportunity clause provided under 41 CFR 60–1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR 1964–1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
4. Davis-Bacon Act. When required by Federal program legislation, all prime construction contracts over \$2,000 awarded by the school and the charter districts must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141–3144, and 3146–3148) as supplemented by Department of Labor regulations (29 CFR 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The school and the charter districts must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The school and the charter districts must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

The school and the charter districts must report all suspected or reported violations to the Federal awarding agency.

5. *Contract Work Hours and Safety Standards Act.* Where applicable, all contracts awarded by the school and the charter districts in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by the Department of Labor regulations (29 CFR 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer based on a standard workweek of 40 hours. Work in excess of the standard workweek is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the workweek. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
6. *Rights to Inventions Made Under a Contract or Agreement.* If the Federal award meets the definition of “funding agreement” under 37 CFR 401.2 (a) and the recipient or sub-recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.
7. *Clean Air Act and the Federal Water Pollution Control Act.* Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the contractor to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
8. *Energy Efficiency Standards and Policies.* Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).
9. *Debarment and Suspension.* A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), “Debarment and Suspension.” The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

10. *Byrd Anti-Lobbying*. Contractors that apply or bid for an award of \$100,000 or more must 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 must 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.
11. *Procurement of Recovered Materials*. The school, the charter districts, and their contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Vendor agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances, as applicable. It is further acknowledged that the vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Vendor's Name/Company Name: _____

Address, City, State, and Zip Code: _____

Phone Number: _____

Email Address: _____

Printed Name and Title of Authorized Representative:

Signature of Authorized Representative: _____

Date: _____

Attachment M – Criminal History Review of Contractor Employees

Texas Education Code §22.0834 requires entities that contract with school districts or charter schools to provide services to obtain name-based criminal history and/or fingerprinting record information regarding “covered employees.”

Definitions:

“Covered Employees”: Any employee of a contractor or subcontractor who (1) has or will have continuing duties related to the contracted services and (2) has or will have direct contact with students. Great Hearts Texas (the “School”) retains the discretion to determine what constitutes direct contact with students.

“Disqualifying Criminal History”: Any conviction or other criminal information designated by the school, including one or more of the following offenses:

1. A felony or misdemeanor offense that would prevent a person from obtaining certification as an educator under Texas Education Code §21.060, including:
 - 1.1. Crimes involving moral turpitude.
 - 1.2. Crimes involving any form of sexual or physical abuse or neglect of a student or minor or other illegal conduct with a student or minor.
 - 1.3. Crimes involving felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481, Texas Health and Safety Code.
 - 1.4. Crimes involving school property or funds.
 - 1.5. Crimes involving any attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator.
 - 1.6. Crimes occurring wholly or in part on school property or at a school-sponsored activity; and
 - 1.7. Felonies involving driving while intoxicated.
2. A felony offense under Title 5, Penal Code.
3. An offense for which a defendant is required to register as a sex offender.
4. An offense under the laws of another state or federal law that is equivalent to an offense under items (2) and (3) above, where, at the time the offense occurred, the victim of the offense was under 18 years of age or was enrolled in a public school.
5. Any other offense that the school believes might compromise the safety of students, staff, or property.

All contractors must work with the school to comply with the requirements of Texas Education Code §22.0834 prior to beginning services to the School

Criminal History Review of Contractor Employees

Please complete the information below:

I, the undersigned agent for _____ (“Contractor”), certify that [check one]:
<<Contractor Name>>

None of the employees of the Contractor and any subcontractors are “covered employees” as defined above. If this box is checked, I further certify that the Contractor has taken precautions or imposed conditions to ensure that the employees of Contractor and any subcontractor will not become covered employees. Contractor will maintain these precautions or conditions throughout the time the contracted services are provided.

Or

Some or all of the employees of the Contractor and any subcontractor are “covered employees.” If this box is checked, I further certify that:

1. If the Contractor receives information that a covered employee subsequently has a reported criminal history, the Contractor will immediately remove the covered employee from contract duties and notify the School in writing within three business days.
2. Upon request, the Contractor will provide the School with the name and any other requested information regarding covered employees so that the School may obtain criminal history record information on the covered employees.
3. If the School objects to the assignment of a covered employee on the basis of the covered employee’s criminal history record information, the Contractor agrees to discontinue using that covered employee to provide services to the School.
4. All covered employees hired after January 1, 2008, have completed the required background check process prior to performing any duties related to the School or having any direct contact with students.

I understand that non-compliance with this certification by the Contractor may be grounds for contract termination and/or barring disqualified persons from performing the work.

Signature of Contractor Official

Date

Attachment N – Reference Sheet

Please list a minimum of three references of agencies (governments, charter schools or ISDs) that have used your services. We would prefer some of the references to be new customers in the last year, and Texas agencies are preferred:

1. _____
Company Name

| | | | |
|----------------|------|-------|-----|
| Street Address | City | State | Zip |
|----------------|------|-------|-----|

| | | |
|----------------|--------------|---------------|
| Contact Person | Phone Number | Email Address |
|----------------|--------------|---------------|

Project Scope

Dates of Contract

2. _____
Company Name

| | | | |
|----------------|------|-------|-----|
| Street Address | City | State | Zip |
|----------------|------|-------|-----|

| | | |
|----------------|--------------|---------------|
| Contact Person | Phone Number | Email Address |
|----------------|--------------|---------------|

Project Scope

Dates of Contract

3. _____
Company Name

| | | | |
|----------------|------|-------|-----|
| Street Address | City | State | Zip |
|----------------|------|-------|-----|

| | | |
|----------------|--------------|---------------|
| Contact Person | Phone Number | Email Address |
|----------------|--------------|---------------|

Project Scope

Dates of Contract

Pricing Template

| Campus | No of Porter Day Shift | No of Porter Night Shift | Hourly Rate | Shift Hours | Monthly Rate | MRC | Annual Rate | Total Contract |
|------------------------|-------------------------------|---------------------------------|--------------------|--------------------|---------------------|------------|--------------------|-----------------------|
| Northern Oaks Phase 1 | | | | | | | | |
| Northern Oaks Phase 2 | | | | | | | | |
| Western Hills Phase 1 | | | | | | | | |
| Forest Heights Phase 1 | | | | | | | | |
| Irving Upper | | | | | | | | |
| Northern Oaks Phase 3 | | | | | | | | |
| Live Oak Phase 1 | | | | | | | | |
| Lakeside Phase 1 | | | | | | | | |
| Western Hills Phase 2 | | | | | | | | |
| Arlington Phase 1 | | | | | | | | |
| Forest Heights Phase 2 | | | | | | | | |
| Invictus | | | | | | | | |
| Irving MS&G | | | | | | | | |
| Lakeside Phase 2 | | | | | | | | |
| Prairie View Phase 1 | | | | | | | | |
| Prairie View Phase 2 | | | | | | | | |
| Live Oak Phase 2 | | | | | | | | |
| Story Road | | | | | | | | |
| Arlington Phase 2 | | | | | | | | |
| Monte Vista North | | | | | | | | |
| SA CMO Office | | | | | | | | |

Hours Per Shift

Hourly Rate

Number of Days in Service

MRC

NRC

List of the Supplies Included

Attachment P – Respondent’s W-9

The W-9 is an official IRS form furnished to employers or other entities to verify an individual's name, address, and tax identification number. Information from a W-9 form is often used to generate a 1099 tax form, which is required for income tax filing.

Respondent must fill out the W-9 and submit it with their proposal.

Respondent can obtain the W-9 Form at the following link: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

Attachment Q: Child Support Certification



**State of Texas
Health & Human Services Commission**

Child Support Certification

I.

Section 231.006, Texas Family Code, as amended by Section 82 of House Bill No. 433, 74th Regular Legislative Session (Acts 1995, 74th Leg., R.S., ch. 751), prohibits the payment of state funds under a grant, contract, or loan to

- a person who is more than 30 days delinquent in the payment of child support, and
- a business entity in which such a person is the sole proprietor, partner, shareholder or owner with an ownership interest of at least 25%.

Section 231.006 further provides that a person or business entity that is ineligible to receive payments for the reasons stated above shall continue to be ineligible to receive payments from the state under a contract, grant, or loan until

- all arrearages have been paid, or
- the person is in compliance with a written repayment agreement or court order as to any existing delinquency.

Section 231.006 further requires each bid, or application for a contract, grant, or loan to include

- the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of at least 25% of the business entity submitting the bid or application, and
- the statement in Part III below.

Section 231.006 authorizes a state agency to terminate a contract if it determines that statement required below is inaccurate or false. In the event the statement is determined to be false, the vendor is liable to the state for attorney's fees, costs necessary to complete the contract [including the cost of advertising and awarding a second contract], and any other damages provided by law or contract.

II.

In accordance with Section 231.006, the names and social security numbers of the individual identified in the contract, bid, or application, or of each person with a minimum 25% ownership interest in the business entity identified therein are provided below.

| Name | Social Security # |
|-------|-------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

III.

As required by Section 231.006, the undersigned certifies the following:

"Under Section 231.006, Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid, or application is not ineligible to receive the specified grant, loan, or payment, and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate."

Signature

Title

Printed Name

Date