



**CUBA INDEPENDENT SCHOOL DISTRICT
P.O. BOX 70
50 COUNTY ROAD 13
CUBA, NEW MEXICO 87013**

Request for Proposal for School Security Officer Services

Release Date: March 1, 2022

Due Date: March 31, 2022, 4:00 PM (MST)

Overview

The Cuba Independent School District (CISD) is soliciting proposals for security officer services at all three (3) schools located on a single campus at 50 County Road 13 in Cuba, NM 87013. Key elements of this Request For Proposal (RFP) include on-site coverage on school days, coverage for hosted events and special events, possible scheduled patrols after regular hours and on weekends, emergency response, site staff training, and data collection and analysis.

CISD may award a single contract for all District security needs or may, at its sole discretion, award separate contracts to different contractors for the provision of services to individual schools, and for particular events and after-hours needs. CISD reserves the right to accept or reject any proposal or any part thereof; to defer action on the request for proposals; to reject all proposals; to waive any technicalities or informalities in solicitation process and to accept the proposal, which, in its judgment, is most advantageous to the District. Failure to comply with the instructions, specifications, terms and conditions of this RFP may result in the offer submittal being classified as unresponsive and disqualified. New Mexico criminal law prohibits bribes, gratuities and kickbacks §13-1-191 NMSA 1978.

Contact Information

Please submit inquiries or requests regarding this RFP to:
Rhiannon Chavez, Chief Procurement Officer
rchavez@cuba.k12.nm.us

Scope of Work

CISD requires a minimum of three (3) full-time equivalents each school day, (see attached school calendar), from 7:30 am through 3:30 pm. Schedules for security officers will be staggered to cover this period of time, with peak coverage required in the morning drop off, lunch time, and after school pick up time periods. Schedules will be approved by the site administrator, or designee, before implementation.

The schedule and amount of FTE services for the school site are subject to change and will require reasonable adjustments to the schedule to meet the District's needs. See the attached school calendar for days when school is in session, breaks, and holidays. The Contractor will make every effort to maintain continuity and stability in providing staff for the District.

Special events such as athletics, assemblies, school dances, musical productions, etc., extra coverage during graduation week, and possible coverage during holidays, are in addition to this RFP. However, the rates charged shall be priced at a straight time hourly rate in excess of the base total.

It may become necessary to increase or reduce the number of security officers at schools during the term of this contract. The District will notify the Contractor about the need for adjustments and the Contractor will adjust the billing amount on a pro rata basis.

Term, Renewal, Early Termination Initial Term

The initial term of the parties' agreement will start on or about April 20, 2022 and ending June 30, 2022. The parties will have the option to renew the agreement, each year for a maximum of three (3) full fiscal years. Either party may terminate the agreement prior to the term for any reason upon the provision of sixty (60) days written notice. If the District determines the Contractor's services are unsatisfactory then the District may terminate the agreement upon the provision of thirty (30) days written notice.

Submission of Proposal

Three documents (1 original and 2 copies) of the completed proposal must be submitted in a sealed envelope addressed to Cuba Independent School District, 50 County Road 13, PO Box 70, Cuba, NM 87013. The front-outer sealed envelope shall have the notation marked with the Proposal for School Security Services. Include Company Name and Address.

Proposal Deadline

March 31, 2022 at 4:00 pm local time. Proposals received after the deadline date will not be accepted.

Certifications, Training, and Expectations

The contractor will be required to staff security officers who have a minimum of:

- A current State of New Mexico Level 1, (or higher) Security Guard Certification, which includes Level I Security Guard Training and a background check as required by 61- 27b-l 6 NMSA and TMSD.
- 4 hours of Verbal De-escalation & Passive Restraint Techniques.
- Incident Command Systems, FEMA independent study courses.

The contractor is responsible for the hiring, training and supervision of all security personnel.

Failure to provide properly certified and adequately trained security officers as above described may result in an early termination of the contract.

Uniforms, Equipment and Vehicles

The Contractor will be required to provide its own uniforms, equipment and vehicles. Security personnel shall wear uniforms at all times when performing services pursuant to the agreement between the District and the Contractor.

Security Officer Responsibilities and Conduct

In all schools, key post locations and times will be determined jointly between the site security officer supervisors, and the site administrator. Security officers are responsible for the safety and security of all persons entering the school they are assigned. Therefore, it is expected that security officers will spend their working hours patrolling, being alert for safety hazards, investigating unusual conditions such as large groupings, ensuring doors are secured, identifying persons entering the school grounds, investigating thefts or disturbances, monitoring security cameras, reporting violations of school policy or code of conduct, reporting criminal activity to the proper administrator or authorities, escorting students or visitors when appropriate, assisting with evacuations or drills, and performing other tasks as assigned by their supervisor in coordination with the school administrator.

Professionalism is key to the success of security officers in schools. Therefore, security officers are expected to be neatly groomed, dress in the appropriate uniform, and interact with staff and students in a mature, respectful manner that reflects favorably on Taos Municipal Schools. It is inevitable security officers will encounter students and staff during highly charged emotional events. All security officers are expected to utilize the de-escalation techniques on which they have been trained.

Security personnel will avoid spending working time in non-productive activities such as making

personal phone calls, congregating with other security officers for the purpose of socializing, or leaving the school grounds for personal business. At the request of the school administrator and with the concurrence of the Director of Facilities, security officers who are not fulfilling these requirements may be replaced.

Reports

Security officers will be required to complete detailed reports documenting serious incidents such as physical altercations, reports of bullying, drug possession, stolen property, etc. The reports must be completed by the end of the security officer's scheduled shift. At a minimum, the report must contain the date and time of the incident, observations of the security officer, the nature of incident, the name/s or description/s of those involved and the actions of the security officer. In all cases where follow up is reasonably expected, the security officer shall do so in a timely manner and submit a detailed supplemental report documenting the additional actions taken by the security officer, additional information learned, and any other items relevant to the incident.

Information documented by security officers in all reports must be factual, nonbiased, comprehensive, and accurate. Security officers who are not fulfilling these requirements may be replaced at the request of the school administrator and with the concurrence of the Superintendent. Continued failure of security personnel to report and/or accurately document serious incidents will result in an escalating series of financial penalties, up to and including termination of the contract for cause

In addition to incident reporting, safety officers will be required to document and report any unsafe condition (facility, grounds, streets, etc.) to their supervisor who will forward this information to the affected school principal or designee.

Misconduct

The contractor will immediately notify the Superintendent and the affected school administrator of all reports of misconduct by security officers. Serious reports of misconduct occurring while the security officer is working for the District will be jointly investigated by the contractor and the Superintendent. All reports of misconduct by security officers will be thoroughly investigated in a timely manner. The school administrator will be apprised of the progress and findings of the investigation. The Superintendent may request the replacement of a security officer while a report of a serious nature is being investigated.

Records

The contractor will be required to maintain detailed time records, which shall be made available to the District upon request.

Billing

Invoices shall have complete information such as purchase order number, dates of services, itemized costs, and itemized accounting to hours worked and any other back up information to support the billing. Invoices may be submitted monthly to the CISD Business Office.

Insurance

Contractor shall provide to the District proof of General Liability Insurance coverage of at least two million dollars (\$2,000,000.00) per occurrence; proof of Motor Vehicle Insurance coverage of at least one million dollars (\$1,000,000.00) per occurrence; Worker's Compensation Insurance coverage in an amount that meets or exceeds statutory minimums; and any other insurance coverage mandated by law or rule or recommended as a best practice for Contractor's industry.

Proposal Format

Any proposal deemed non-conforming by the Evaluation Committee concerning format will be considered non-responsive and require mandatory disqualification of the proposal.

Each Proposal shall be organized in the same order as the evaluation criteria listed below:

1. Signed Submittal Letter/Executive Summary
The submittal letter must: Identify the submitting business; Be signed by a person authorized to contractually obligate the Offeror; Include an introduction stating organizational history, core values, mission statement.
2. Company Profile, Experience and References
Company's most recent fiscal year financial summary, previous experience and three job references with full contact information.
3. Service, Support and Training
Include a description of how agency will meet or exceed Scope of Work requirements including current training program, training program for proposal, Incident Command Systems and Critical Incident Management training for officers and capacity to train school staff; Contain a statement Contractor shall comply with government and school district (federal, state, city, county, etc.) rules and regulations, including FERPA and Megan's Law.
4. Price Proposal
Using an itemized format, list the projected costs of the services to be rendered.
5. Insurance
Proof of General Liability Insurance coverage; proof of Motor Vehicle Insurance coverage; Worker's Compensation Insurance coverage in an amount that meets or exceeds statutory minimums; and any other insurance coverage mandated by law or rule or recommended as a best practice for Contractor's industry must be attached to the proposal in the form of

current Certificates of Insurance.

6. General Conditions

See Appendix A. This form is to be completed, signed and included with the proposal.

7. Campaign Disclosure Form

See Appendix B. Pursuant to Chapter 81, Laws of 2006, any prospective contractor seeking to enter into a contract with any state agency or local public body must file the Campaign Contribution Disclosure Form with the state agency of local public body. This form is to be completed, signed and included with the proposal.

8. NM Resident Business (if applicable)

See Appendix C. If applicable, this form is to be completed, signed and included with the proposal.

9. NM Resident Veterans Business Preference (if applicable)

See Appendix D. If applicable, this form is to be completed, signed and included with the proposal.

10. Conflict of Interest and Debarment/Suspension Certification

See Appendix E. If applicable, this form is to be completed, signed and included with the proposal.

Proposal Evaluation Criteria

The following is a summary of evaluation criteria with point values assigned to each. These weighted criteria will be used in the evaluation of individual proposal offers.

<u>Evaluation Criteria</u>	<u>Points Available</u>
Executive Summary	15
Company Profile, Experience, and References	25
Service, Support, and Training	25
Price Proposal	35
NM Preferences – Resident Business (if applicable)	5
NM Preferences – Resident Veterans Business (if applicable)	7-10
 Total	 <u>100 – 110 Max points</u>

NM Preferences: To ensure adequate consideration and application on NMSA 1978, 13-1-21 (as amended), Offerers must include a copy of their preference certificate with their proposal. Certificates for preferences must be obtained through the New Mexico Department of Taxation & Revenue <http://www.tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx>.

- New Mexico Resident Business Preference
If the Offeror has provided their Preference Certificate the Preference Point for a New

Mexico Resident Business is 5% (Appendix B).

- New Mexico Resident Veterans Business Preference

In addition to a copy of the certification, the Offeror should sign and complete the Resident Veterans Preference Certification, as provided in this RFP (Appendix C).

- Percentage points are as follows:
 - 10% for less than \$1M (prior year revenue)
 - 8% for more than \$1M but less than \$5M (prior year revenue)
 - 7% for more than \$5M (prior year revenue)

An agency shall not award a business both a resident business preference and a resident veteran business preference.

This section shall not apply when the expenditure includes federal funds for a specific purchase.

Deadline for Questions

Any questions or requests for clarification concerning this RFP solicitation should be submitted in writing, by March 14, 2022 at 4:00 PM (MST) to the Chief Procurement Officer. CISD's response to the questions that have been timely submitted will be provided in written format and posted as an amendment to this RFP on the website at http://cuba.k12.nm.us/departments/business_and_finance/procurement.

Addendums

Any changes, additions and or deletions to this proposal will be in a written addendum from the CISD Purchasing Office.

Evaluation

An Evaluation Committee, appointed by the Chief Procurement Officer, will perform the evaluation of Proposals. During this time, the Chief Procurement Officer may at his/her option initiate discussions with offerors who submit responsive or potentially responsive Proposals for the purpose of clarifying aspects of the Proposal, but Proposals may be accepted and evaluated without such discussion.

Contract Award

After review and evaluation of the offers received, the Chief Procurement Officer shall submit a recommendation for award to the CISD Board formally requesting authorization to award the contract. The contract shall be awarded to the offeror whose Proposal is most advantageous to CISD, taking into consideration the evaluation factors set forth in the RFP.

Protest Deadline

Any protest by an offeror must be timely and in conformance with Section 13-1-172 NMSA 1978 and applicable CISD Procurement regulations. The fifteen (15) calendar-day protest period regarding the solicitation documents shall begin on the day after knowledge of the facts or occurrences giving rise to the protest. Protests must be written and must include the name and address of the protestor and the Request for Proposal number. It must also contain a statement of grounds for protest including appropriate supporting exhibits and it must specify the ruling requested from the Chief Procurement Officer. Protests received after the above stated deadlines will not be accepted.

Sequence of Events

	Action	Responsibility	Date
1.	Advertise RFP	District	03/01/2022
2.	Issue RFP On CISD Website http://cuba.k12.nm.us/departments/business_and_finance/procurement	District	03/01/2022
3.	Pre-Proposal Conference	District	N/A
4.	Deadline to submit written questions	Potential Offerors	03/18/2022 4:00 PM (MST)
5.	Issue Addenda http://cuba.k12.nm.us/departments/business_and_finance/procurement	District	03/21/2022
6.	Submission of Proposal	Offerors	03/31/2022 @ 4:00 PM
7.	Proposal Evaluation	District	04/01/2022
8.	Recommendation of Award to Governing Board	District	04/20/2022
9.	Contract Negotiations	District	04/21- 04/29/2022
10.	Issue Notice of Award, Contract	District	05/01/2022
11.	Protest of Award Deadline	Offeror(s)	15 Days

Appendix A

GENERAL CONDITIONS

The specifications, terms and conditions, and scope of work described in this RFP form the basis for any subsequent contractual agreement and are incorporated by reference.

Contractor shall fill-out and sign the attached Campaign Contribution Disclosure Form, (Appendix A) and enclose the completed form in their proposal.

Contractor shall comply with government (federal, state, city, county, etc.) rules, and regulations including FERPA and Megan's Law.

The District reserves the right to contact job references.

The contractor shall carry at his/her own expense applicable insurances including liability for any injuries, damages, etc. that may occur while providing security services to the District. The District will not be responsible for any such injuries, damages, etc.

The contractor shall not assign or transfer any interest in the contract or assign any claims for money due or to become due under the contract without the prior written approval of the Superintendent and the Director of Finance.

The issuance of the RFP, the receipt of proposals or the selection of a contractor in no manner obligates the District to the eventual purchase of services. This process is solely at the discretion of the District and may be terminated without penalty or obligation at any time prior to the signing of written contract and issuance of approved purchase order.

Status of Contractor: The Contractor, his agent and employees shall be independent contractors performing safety services for the District and shall not be employees of the District.

The Contractor, his agents and employees shall not accrue leave, retirement, insurance, bonding, use of school vehicles, or any other benefits afforded to employee of the District.

Subcontracting: The contractor/contractor shall not subcontract any portion of the services to be performed under the contract without prior written approval of the Superintendent and the Director of Finance.

The District may cancel contract within a 30 day written notification to the successful contractor(s) if it is within the best interest to the District or if funds are unavailable.

The Contractor may cancel within a 60-day written notification to the Superintendent and the Director of Finance with a copy to the Purchasing Specialist due to acceptable circumstances beyond the control of the Contractor. The District reserves the right to delete a contractor from receiving future proposals or service contracts if a 60 day written notice is not given as stated in this paragraph and if reason for the cancellation is unacceptable to the Superintendent and the Director of Finance.

The District shall not be responsible for proposals that are mailed or emailed.

N.M. Procurement law requires sealed bids or proposals; therefore, the District cannot accept proposals that are transmitted using facsimile equipment.

Proposal will not be considered unless it is signed by a member authorized to sign for company/firm.

The District shall reserve the right to reject any and all proposals or in part and waive any technicalities in this proposal that is within the best interest of the District.

Proposals must be submitted by the deadline date and time as specified in this RFP. Late proposals will not be accepted.

This proposal will be available to any local school District and or government agency. It will be the using agencies responsibly to be in compliance with NM Procurement Code. The District will not be responsible for any transactions that may occur from this proposal by the using agency.

Failure to list information, enclose information and or insufficient information as requested in this RFP could cancel proposal.

Conflict of Interest: The contractor/contractor shall warrant that he has no interest and shall not acquire any interest direct or indirect which would conflict in any manner or degree with the performance of services required under the contract.

The Procurement Code, Sections 13-1-21 through 12-1-199 NMSA 1978, imposes civil and criminal penalties for its violation. In addition the New Mexico criminal statues impose Felony penalties for illegal bribes, gratuities and kick-backs.

NOTICE: TO BE A VALID PROPOSAL, SIGNATURE REQUIRED BELOW.

The undersigned certifies that he/she has read and understood the following general conditions, and that the firm represented accepts the conditions and submits the attached proposal in full compliance with the General Proposal Conditions.

Name of Proposed Contractor DBA

Authorized Signature to Contractually Bind Proposed Contractor Date

Mailing Address of Proposed Contractor

City State Zip

Appendix B

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

1. Pursuant to Chapter 81, Laws of 2006, any prospective contractor seeking to enter into a contract with any state agency or local public body must file this form with that state agency or local public body. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

ANY PROSPECTIVE CONTRACTOR MUST FILE THIS FORM WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

2. DEFINITION OF TERMINOLOGY:

"Applicable public official" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"Campaign Contribution" means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by the applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to either statewide or local office. "Campaign Contribution" includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"Contract" means any agreement for the procurement of items of tangible personal property, services, professional services, or construction.

"Family Member" means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

"Pendency of the procurement process" means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

"Person" means any corporation, partnership, individual, joint venture, association or any other private legal entity.

"Prospective contractor" means a person who is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because the person qualifies for a

sole source or small purchase contract.

"Representative of a prospective contractor" means an officer or director of a corporation, a member of manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS FORM

Contribution Made By: _____

Relation to Prospective Contractor: _____

Amount(s) of Contributions: _____

Name of Applicable Public Official: _____

Date Contribution(s) Made: _____

Nature of Contributions: _____

Purpose of Contributions: _____

Signature

Date

Title (position)

-OR-

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (position)

Appendix C

RESIDENT BUSINESS, RESIDENT CONTRACTOR AND RESIDENT VETERAN PREFERENCE CERTIFICATION

To receive a resident business preference pursuant to Section 13-1-21 NMSA 1978 or a resident contractor preference pursuant to 13-4-2 NMSA 1978, a business or contractor is required to submit with its RFP or proposal a copy of a valid resident contractor certificate issued by the taxation and revenue department. ***In addition, the attached "Resident Veteran Preference Certification" form (Exhibit D) must filled out, signed and accompany any RFP from any business wishing to receive a resident veteran's preference.***

RESIDENT PREFERENCE NUMBER: _____

RESIDENT VETERAN PREFERENCE NUMBER: _____

The undersigned, as an authorized representative for the Company named below, acknowledges that the Offeror has examined this RFP with its related documents and is familiar with all of the conditions surrounding the described materials, labor and/or services. Offeror hereby agrees to furnish all labor, materials and supplies necessary to comply with the specifications in accordance with the Terms and Conditions set forth in this RFP and at the prices stated within the RFP.

The undersigned further states that the company submitting this RFP is not in violation of any applicable Conflict of Interest laws or regulations or any other related clauses included in this RFP.

COMPANY NAME _____

ADDRESS _____

CITY/STATE/ZIP _____

TELEPHONE: _____ **FAX:** _____ **EMAIL:** _____

NEW MEXICO GROSS RECEIPTS TAX NO _____

FEDERAL EMPLOYER ID NUMBER (FEIN) _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE _____

PRINTED OR TYPED NAME _____

TITLE _____ **DATE** _____

Appendix D

RESIDENT VETERANS PREFERENCE CERTIFICATION

Reminder, a copy of Resident Veterans Preference Certificate must be submitted with the proposal in order to ensure adequate consideration and application of NMSA 1978, § 13-1-21 (as amended).

_____ (NAME OF CONTRACTOR)
hereby certifies the following in regard to application of the resident veterans' preference to this procurement:

Please check one only:

_____ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than \$1M allowing me the 10% preference on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

_____ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$1M but less than \$5M allowing me the 8% preference on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

_____ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than \$5M allowing me the 7% preference on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate."

"In conjunction with this procurement and the requirements of this business application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under NMSA 1978, § 13-1- 21 or 13-1-22, when awarded a contract which was on the basis of having such veterans preference, I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be."

"I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime."

Signature of Business Representative

Date

*Must be an authorized signatory for the Business.

The representations made in checking the boxes constitutes a material representation by the Business that is subject to protest and may result in denial of an award or cancellation of the procurement involved if the statements are proven incorrect.

Appendix E

CONFLICT OF INTEREST AND DEBARMENT/SUSPENSION CERTIFICATION FORM

The following must be certified if any resultant purchase order/agreement is \$20,000 or greater.

Conflict of Interest

The authorized Person, Firm and/or Corporation states that to the best of his/her belief and knowledge: No employee or Governing Member of Cuba Independent School District (or close relative), with the exception of the person(s) identified below, has a direct or indirect financial interest in the Vendor or in the proposed transaction. Vendor neither employs, nor is negotiating to employ, any Cuba Independent School District employee, Governing Board member or close relative, with the exception of the person(s) identified below. Vendor did not participate, directly or indirectly, in the preparation of specifications upon which the RFP or offer is made. If the Vendor is a New Mexico State Legislator or if a New Mexico State Legislator holds a controlling interest in Vendor, please identify the legislator:

List below the name(s) of any District or New Mexico employee, Regent or close relative who now or within the preceding 12 months (1) works for the Vendor; (2) has an ownership interest in the Vendor (other than as an owner of less than 1% of Vendor's stock, if Vendor is a publicly traded corporation); (3) is a partner, officer, director, trustee or consultant to the Vendor; (4) has received grant, travel, honoraria or other similar support from Vendor; or (5) has a right to receive royalties from the Vendor:

DEBARMENT/SUSPENSION STATUS

The Vendor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice or proposed debarment from any Agency. The vendor agrees to provide immediate notice to Cuba Independent School District Purchasing Department Chief Procurement Officer in the event of being suspended, debarred or declared ineligible by any department or federal agency, or upon receipt of a notice of proposed debarment that is received after the submission of the RFP or offer but prior to the award of the Purchase Order/Agreement or contract.

CERTIFICATION

The undersigned hereby certifies that he/she has read the above CONFLICT OF INTEREST and DEBARMENT/SUSPENSION Status requirements and that he/she understands and will comply with these requirements. The undersigned further certifies that they have the authority to certify compliance for the vendor named **and that the information contained in this document is true and accurate to the best of their knowledge.**

Signature

Date

Name and Title

Company Name

Company Address/City/State/Zip