



## REQUEST FOR PROPOSAL #236

Blinn College District invites qualified firms to submit Competitive Sealed Proposals for:

### **Parking and Ticketing System**

Proposals will close on:

**August 7, 2025 @ 2:00 PM C.D.T.**

**Sealed Proposals** must be submitted to the following location with the RFP # in the lower left corner of the envelope.

Vendors are encouraged to register and submit proposals through the Blinn College District E- procurement site: <https://blinn.ionwave.net/Login.aspx>

**Faxed and e-mailed qualifications will not be accepted.**

**Mail Proposals to:**

**Blinn College District Purchasing  
902 College Avenue  
Brenham, Texas 77833**

**Deliver Proposals to:**

**Blinn College District Purchasing  
Old Main – 806 College Avenue, Room 207  
Brenham, Texas 77833**

**RFP # 236**

Parking and Ticketing System

Proposals that arrive after the closing date and time will be rejected. Time/date stamp clock in the Purchasing Department shall be the official time of receipt. Responses received in the Purchasing Department after submission deadline shall be returned unopened and will be considered void and unacceptable. Mailing of a Proposal does not ensure that the RFP will be delivered on time or delivered at all. The proposer (not the college mail system) is solely responsible for ensuring the RFP is received prior to the closing date and time. **Delivery at any other campus location or any other department is unacceptable.**

Blinn College District reserves the right to reject any and/or all RFP's, to award contracts as may appear advantageous to the Blinn College District, and to waive all formalities in offering.

*Ross Schroeder – Director of Purchasing*

Blinn College District, a Junior College District of Washington County, is receiving proposals for a comprehensive **Parking Permit and Ticketing System**. The system must support efficient permit issuance, enforcement, citation processing, and payment collection across multiple campuses.

## 1. Response to Request for Competitive Sealed Proposals

Respondents are required to provide detailed written responses to this RFP no later than **August 7, 2025 @ 2:00 PM C.D.T.** Responses must be delivered to the Blinn College District, Purchasing Department, Old Main 806 College Avenue, Room 207 Brenham, Texas 77833. Responses may also be submitted through Blinn College's E-procurement site at <https://blinn.ionwave.net/Login.aspx>. Responses received after this date will not be considered or accepted.

Written responses shall address each requirement identified in this RFP. Failure to provide all the requested information will be considered an incomplete response. Blinn College District reserves the right to reject any or all proposals and to accept any proposal deemed as providing the best value to the Blinn College District. Blinn College District shall rank the respondents in the order that they provide the "best value" for the College based on the published selection criteria and on the ranking evaluations. Interviews of selected firms may follow the Owner's option.

Respondents are required to either submit one (1) bound (8 ½" x 11" format) copies and one (1) electronic copy (USB flash drive or Disk) of the proposal statement or submit through Blinn College's E procurement site at <https://blinn.ionwave.net/Login.aspx>. .

Questions regarding the project and this Request for Proposals are to be directed to:

Ross Schroeder  
Blinn College District  
Director of Purchasing  
902 College Ave.  
Brenham, Texas 77833  
Phone: 979-830-4118  
Email: [Ross.Schroeder@Blinn.edu](mailto:Ross.Schroeder@Blinn.edu)

## **RFP #236 Calendar**

Date/Time	Action
-----------	--------

July 10, 2025	Advertisement #1
July 15, 2025	Advertisement #2
July 25, 2025, 5:00 pm	Last day and time to submit email inquiries Submit to: <a href="mailto:Ross.Schroeder@Blinn.edu">Ross.Schroeder@Blinn.edu</a>
July 30, 2025	Addenda issued, if any, communicated by e-mail and Ionwave
August 7, 2025, 2:00 p.m.	Deadline for Submission, RFP #233 In person submittal Blinn College District Purchasing Attn: Mr. Ross Schroeder, Director of Purchasing 902 College Ave. Brenham, Texas 77833 <a href="#">CLICK HERE FOR CAMPUS MAP</a> Or on-line submittal <a href="https://blinn.ionwave.net/Login.aspx">https://blinn.ionwave.net/Login.aspx</a> .
September 2025	Review proposals and Recommendation to Administration of Selected Software
xxxxxx	Implementation

## 2. Introduction

Blinn College District, a Junior College District of Washington County, is receiving proposals for a comprehensive **Parking Permit and Ticketing System**. The system must provide a complete solution for

permit management, compliance and parking violations management, and support online services for students, employees, and visitors across multiple campuses.

The College currently uses T2 Systems for permit issuance, citation processing, and payment collection. Permits are currently issued for the Bryan, Brenham, and Schulenburg campuses. The Waller campus is currently in development, and it is anticipated permits will be issued within two years for the Fall 2027 academic term. Approximately 6,000 commuter permits, and 800 resident permits are issued annually. Students purchase permits online and pay citations through T2 for up to 10 days after the citation is issued or through the payment portal for the student information system once the ticket is transferred to the student information system. The Bryan campus includes three (3) pay stations. Students must make payment at the pay station using cash or credit card. The Parking department does not accept any payments directly. All payments are received through T2 Systems, the student information system, or with an enrollment services cashier for face-to-face transactions.

The Parking department is an operation within the Campus Police department. There is one full-time parking administrator, one full-time parking enforcement coordinator, and four part-time parking enforcement employees. Approximately 7,500 tickets are issued annually (3,000 on the Brenham campus and 4,500 on the Bryan campus). Enforcement officers have six (6) iPads and six (6) handheld printers for issuing tickets.

Blinn College District policies do not allow for escalation of fines or assessment of late or other fees. Unpaid parking fines are not sent to area courts for processing. Once tickets are imported into the Ellucian Banner student information system, the Parking department is no longer responsible for collection of overdue unpaid fines.

### **3. Scope of Work**

The selected vendor will be responsible for the following requirements:

#### **3.1 Parking Permit Management**

- Online self-service portal for permit application and renewal

- Virtual or printable permit options
- Permit categorization (student, employee, visitor, temporary, etc.)
- Real-time verification and vehicle registration integration
- Integration with Blinn's student information system (Ellucian Banner)
- Ability to add guest parking for special events and for long-term guests such as contractors
- Ability to provide and manage services for multiple campuses with varying permit types (resident, commuter, employee, etc.)
- Ability to create and assign different temporary permits (e.g. for students who return to campus early for Fall term)
- System administration must provide the ability to set up multiple types of user permissions, allowing or restricting employee access to certain modules and/or certain data within those modules. User permissions will be controlled by the College.
- Ability for system administrator to create and edit permit types and designate and set pricing on permits
- Ability to auto-generate permit number assignment
- Ability to mass generate letters for permit mail outs according to individual campus processes
- System must be able to generate a payment receipt through a PDF document, email, in print, or offer a no-receipt option.
- Ability to add multiple items from the same or different customer accounts into one payment option
- Ability for student to update and/or confirm phone number, email, and other data when ordering permits
- Ability to return, deactivate, or mark permits missing for enforcement purposes
- Ability to send notifications for permits by email, text, or letter
- Ability to mass select customers by field/criteria (criterion)
- Ability to mass send/print notifications
- Ability to recognize possible duplicate records
- Ability to sell permits to customers that are transferable between vehicles; ability to sell permits to customers linked to a specific vehicle
- Convenient, user-friendly pay to park options that allow students to purchase timed permits on demand and pay with credit/debit card or mobile payment applications (Apple Pay, Google Pay, Samsung Pay, PayPal, Venmo, etc.)

### **3.2 Parking Enforcement**

- Handheld devices or mobile apps for enforcement officers that allow ability to view history and comments, issue warnings, issue citations, issue tow notices, add multiple notes/comments, and allow multiple picture uploads
- Ability to maintain data, images and/or video, and transactions for tickets issued to drivers and vehicles
- Ability to view account details so enforcement officers can view contact information in the field if there is a need to contact the student
- Real-time data access and syncing
- Photo capture and GPS tagging for citations
- Optional License Plate Recognition (LPR) technology integration to allow parking enforcement officers to utilize mobile license plate recognition to scan vehicles parked in lots and issue citations as required

### **3.3 Ticketing & Citation Management**

- Issuance of digital citations with email and text notifications and ability to print and mail if email or text information unavailable
- Online payment and appeal system

- Ability to upload digital photos to appeals
- Describe process for sharing appeal information with appeals committee and if committee decisions can be tracked in the system.
- Historical citation data access and reporting
- Ability to track all transactions by user or enforcement officer
- Ability to send notifications for citations and appeal decisions by email, text, or letter
- Ability to select an appeal action to indicate appeal outcome with a simplified approach to applying appeal decisions
- Ability to update comment entry automatically when notices are generated
- Ability to auto-assign a customer as a driver of a vehicle when a citation is issued to a vehicle displaying the customer's permit
- Capability to track parking enforcement officer locations
- Ability to interface with the Department of Motor Vehicles

### **3.4 Payment Processing**

- Secure online payment gateway
- Integration with Blinn's financial systems (Ellucian Banner)
- Support for major credit/debit cards, ACH, and mobile payments (Apple Pay, Google Pay, etc.)
- Option for students to charge the cost of a permit to their student account

### **3.5 Reporting & Analytics**

- Dashboard views for administration
- The software must be capable of producing pre-defined and ad hoc reports.
- Ability to search for specific data within the system
- Export functionality (CSV, Excel, PDF)
- Display, track and manage detailed status information regarding balance due, adjustments, voids, dismissals, warnings, etc.
- Ability to track log-in and log-out activity as well as user actions
- The system should provide an audit trail of any changes to the system.
- Ability to retrieve reports for reconciliation of payments in the system with Banner
- Ability to create and execute system tasks on a scheduled daily, weekly, monthly, or other basis
- Ability to perform user-defined tasks for generating reports, data import/exports, etc.
- Ability to delete or dispose of archived customer data after a period set forth by the College
- Ability to run reports by campus
- Ability to run reports for specific campus for permit mail outs/letters
- Ability to produce reports using a variety of sorting options such as date ranges, ticket number ranges, issued by time periods, campus, officer, paid, etc.
- Ability to create queries

### **3.6 Technical Specifications**

- Describe hardware and software requirements for the system.
- Identify all first-year costs, including training costs, and recurring annual costs.
- Identify any costs associated with customer development, interfaces for any items being proposed.
- Identify any custom development, interfaces that will be the responsibility of Blinn College to create.
- Proposed solution should allow subscribers to authenticate via a common directory service username/password (single sign-on) with SAMLv2.
- Describe integration capability with Ellucian Banner and StarRez residential community management software.

- Describe/explain the integration and data transfer process with Ellucian Banner and any integration required with the institutional systems in order to enable the proposed services.
- Web services must provide real-time interaction. Batch processing is acceptable for export of citation fines data to Ellucian Banner.
- Ability to “test” the solution in an environment that is not production.
- Access to unlimited number of licenses
- Upgrades to software and hardware are to be included in annual service agreement and shall not be an additional expense. Describe upgrade notification process.
- Ability to transfer and report on citation fines unpaid after a specific period. System must provide capability of exporting citation fines data from parking software to Ellucian Banner.
- Must be capable of WI-FI, NFC, and (optionally) ALPR technologies. Must also be capable of utilizing cellular data network technology for real-time parking management solutions.
- Please describe connectivity options and details regarding security of the connection.
- Vendor must offer training and support services to help guide the web customer portal implementation process.
- Proposed solution must be a hosted service. Please describe on-site installation work required.
- Is your hosting facility SOC 2 compliant? If so, please provide documentation to confirm. If not, please provide internal security protocols and documentation.
- Proposer must be Texas Risk and Authorization Management Program (TX-RAMP) certified.
- Describe any limitations or non-supported browsers.
- Proposer must provide PCI compliance documentation for payment gateway solutions that you support.
- Ability to send mass SMS messages to customers. Specify whether vendor provides a solution for vetting numbers.
- Handheld ticket writer data must be capable of downloading via cellular, wireless connections, NFC, or through a secure web-based application.
- Data stored in the existing system must be able to be converted to the new system.

### **3.7 General Requirements**

- System administrator role should have capability to maintain system including restriction of access by user designation or role.
- The system must allow for creation of a profile for each individual user detailing access rights including limited access to cancel or reassign citations or appeals as designated by the system administrator.
- Support the attachment and secure storage of scanned documents, digital images, files, or other electronic items to permits, citations, appeal records, and/or customer accounts.
- Generate, print and email, by user or automatically, various notices.
- Ability to scan bar-coded citations and permits to facilitate rapid data entry and retrieval
- Display, track and manage detailed citations, permits, appeals, customers, and vehicles information.
- Ability to enter unlimited history and comments on citations, permits, appeals, customers, and vehicles
- Ability to manually enter student permit data
- Provide the ability for manually entering citations by keyboard entry or interface with a handheld citation issuance solution
- Provide a complete project schedule and a brief description of the major steps in the implementation process, including college resource needs, any on-premise activities required, and timelines.
- Proposal should include training plan and cost including the initial required training and future training that may be available.
- Describe support level(s), process, associated costs and response times in detail. Describe emergency technical support available after standard business operating hours. Describe options for support (chat, digital meetings, phone, etc.)
- Describe how maintenance and upgrades are performed including notices provided, timelines, etc.
- Describe any equipment or signage provided for pay to park options (e.g. kiosks, informational signs, etc.)

- Does the solution have the ability to collect information for students in residential housing including students' current residence hall?
- Does the system have the capacity to attach picture IDs?
- Please provide information on any value added services or products not specifically requested in this RFP that may be considered beneficial to the institution.

## Evaluation Criteria

### **Proposal Evaluation Criteria and Requirements**

System Functionality	<b>40%</b>
Vendor Experience & Qualifications	<b>10%</b>
Cost	<b>20%</b>
Implementation Plan & Timeline	<b>10%</b>
Support & Maintenance	<b>10%</b>
References	<b>10%</b>
<b>Total</b>	<b>100%</b>

## 4. TERMS, CONDITIONS AND AGREEMENTS

### 1.000 **ANNULMENTS AND RESERVATIONS:**

- 1.001 Blinn College District reserves the right to reject any and all bids and waive any and all formalities and conditions. The College reserves the right to retain all bids received for 30 days prior to taking any action and vendors shall not withdraw their bid at any time thereafter. Blinn College shall accept the bid determined by the College to be in its best interest. It is not the intent of any condition or specification in the RFB to prohibit any responsible vendor from submitting a bid.
- 1.002 This Request for Bid is not construed as a CONTRACT or a COMMITMENT of any kind. The request for bid does not commit Blinn College to pay for any costs incurred in the preparation and submission of specifications or for any costs incurred prior to the execution of a final offer.
- 1.003 Blinn is not obligated to purchase any item or service, if funds are not allocated by the Grant, legislative session, or the Board of Trustees.

### 2.000 **VENDOR'S OBLIGATIONS:**

- 2.001 Substitutions will not be allowed after a bid has been submitted for review and will not be delivered instead of the item bid, unless the item is of a higher quality than the item specified and approved



by the Director of Purchasing.

- 2.002 Any item that does not perform or meet the specifications or warranty, or as claimed by the vendor, will be replaced at no cost to the College.
- 2.003 Any specification a vendor may not agree with must be submitted in writing to the Purchasing Office four (4) days in advance of the bid closing date.
- 2.004 Prompt payment discounts shall be listed on the bid form.
- 2.005 In bidding, give complete information in spaces provided; otherwise, your bid offer may not be given consideration. All bid offers must be signed to be considered.

3.000 **AWARD DETERMINATION / OBLIGATIONS BY THE COLLEGE:**

- 3.001 Blinn College will award this service to the vendor providing the best value as it deems to be in the best interest of the college.
- 3.002 In determining to whom to award a contract, the district shall consider:
  - A. the price(s) bid.
  - B. the quality of the vendor's goods or services.
  - C. delivery of services in a timely manner.
  - D. the reputation of the vendor and of the vendor's goods or warranty services.
  - E. the extent to which the goods or services meet the district's needs.
  - F. the vendor's past relationship with the district.
  - G. the total long-term cost to the district to acquire the vendor's goods or services; and
  - H. any other relevant factor that a private business entity would consider in selecting a vendor.
- 3.003 The College may make such investigations, as it deems necessary, to determine the ability of the vendor to provide satisfactory performance in accordance with the specifications. The vendor shall furnish to the College all such information and data for this purpose as the College may request.

4.000 **INTERPRETATIONS OF THE SPECIFICATIONS:**

- 4.001 Only the interpretation or correction so given by the College, in writing, shall be binding and prospective vendors are advised that no other source, outside of the college, is authorized to give information concerning, explain or interpret, the bid document.
- 4.002 Every request for such interpretation or correction must be in writing to the Director of Purchasing. All such interpretation and supplemental instructions will be in the form of written addenda to the bidding documents prior to the bid opening. Your questions concerning the bid specifications must be submitted in writing. We will return a written answer to your company.

5.000 **DELIVERY:**

- 5.001 Delivery of equipment and services must be made by the successful vendor to:

Blinn College District  
902 College Avenue  
Brenham, Texas 77833

- 5.002 No allowance for loss, breakage, damage, or difficulties shall be made.

6.000 **BILLING AND PAYMENT/DISCOUNTING:**

6.001 All invoices are to be submitted and mailed to:

Blinn College District  
902 College Avenue  
Brenham, Texas 77833

6.002 Unless otherwise stated on the purchase order, payment will be net thirty (30) days after receipt of a correct invoice. If a cash discount is allowed for prompt payment, please indicate on the invoice. Partial payments may be paid if partial shipments have been made. Any penalty for delayed payment must be stated on the invoice.

7.000 **TAX EXEMPTIONS:**

7.001 Prices Bid SHALL NOT INCLUDE FEDERAL EXCISE OR STATE SALES AND USE TAXES as the COLLEGE is exempt from the payment of these taxes. Exemption Certificates for the Federal Excise Tax and State of Texas Sales Tax will be furnished upon request.

8.000 **PRICE QUOTATIONS:**

8.001 Lump sum price. The unit price shall include all costs of labor, profit, insurance, FOB freight, etc. to make operational and cover all work outlined in the specifications of this project.

8.002 Bids must be submitted on the forms provided to ensure complete uniformity of wording of all bids. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.

9.000 **RIGHT OF VENDOR SELECTION:**

9.001 You are notified that although the College is required to submit purchases of all contracts of \$50,000 to competitive bidding, it is not required to accept the lowest bid. In such purchasing the lowest bid may be rejected if the College, in the exercise of its best judgment, feels that the bid of one other than the low bidder will best serve the interest of the College.

9.002 Blinn College District reserves the right to accept or reject any or all bids in its entirety and/or waive all formalities. This inquiry implies no obligation on the part of the buyer, nor does the buyer's silence imply any acceptance or rejection of any quotation offer.

10.000 **REFERENCES:**

10.001 Please provide educational references in addition to non-educational references.

11.000 **CONFLICT OF INTEREST:**

11.001 No public official shall have interest in this contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitled C, Chapter 171 and Chapter 176.

12.000 **ETHICS:**

12.001 The vendor shall not accept or propose gifts or anything of value nor enter any business arrangement with any employee, official or agent of Blinn.

12.002 House Bill 1295

Effective January 1, 2016, Blinn College shall comply with the "Disclosure of Interested Parties" requirements mandated by HB 1295, as implemented by the Texas Ethics Commission. Briefly stated, contracts for goods or services which require an action vote by Blinn's governing body may not be executed by the college until the awarded vendor presents a signed and notarized form disclosing the

interested parties to the contract. The awarded vendor will be required to complete the form prior to execution of the contract. If the awarded vendor does not comply, the award may be revoked. The filing application and information can be accessed at:

[https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

### **13.000 STATE LAW REQUIREMENTS:**

13.001 This agreement will be governed and construed according to the laws of the State of Texas.

**VENUE** The parties agree that regarding any dispute or litigation that may arise in the execution and performance of this contract, that venue for all proceedings, judicial or otherwise shall be in "Washington County", Texas

13.002 All equipment and services furnished under this contract shall comply with applicable laws, ordinances, and regulations. The bidder shall give all notices and comply with all laws, ordinances, rules, and regulations, and without such notice to the authorized Owner's representative, the bidder shall bear all costs arising there from.

13.003 On May 30, 1995, Governor, George Bush, signed Senate Bill 1. It became effective on the day he signed it. The following is a requirement included in this law. It is mandatory that the College must include this in all Bids. Each vendor must respond to this section of the law.

**Section 44.034 TEC. Notification of Criminal History of Contractor.** (This section does not apply to a publicly held corporation).

(a) A person or business entity that enters 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 school district must have advance notice that a person, owner, or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.

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

### **13.004 State of Texas Government Code Chapter 176 –**

Vendors submitting a response to a Blinn College RFB/RFP are responsible for complying with all applicable laws, ordinances and regulations including the provisions of the State of Texas Government Code Chapter 176. As applicable, the person submitting a response to a RFB/RFP must complete and submit a Conflict of Interest Questionnaire form CIQ, in a format approved by the Texas Ethics Commission. This form is to be included with your bid. A copy of the CIQ form can be found at the Texas Ethics Commission Web site.

### **14.000 UNIFORM & COMMERCIAL CODE:**

14.001 This writing and subsequent interview information given and forward to the College shall be a sole and final expression of the agreement between the College and the vendor and is intended also as a complete and exclusive statement of the terms of their agreement. Whenever a term defined by the Uniform Commercial Code is used in this agreement, the definition contained in the Code is controlling.

14.002 This agreement shall be governed by the laws of the State of Texas. By submitting a signed bid, the vendor certifies that the company does not discriminate against any employee or applicant for

employment because of race, religion, color, sex, or national origin, and certifies that the company complies with equal employment opportunity regulations.

**15.000 ENTIRE AGREEMENT**

15.001 This bid document, the authorized purchase order, and/or a signed contract constitute the entire agreement. No other document will prevail.

**16.000 CANCELLATION**

16.001 Blinn College District shall have the right to cancel for default all or any part of the undelivered portion of this contract if the Awarded Vendor breaches any of the terms hereof including warranties as bid or if the Awarded Vendor becomes insolvent or commits acts of bankruptcy. Such right of cancellation is in addition to and not in lieu of any remedies which Blinn College District may have in law or equity.

Bidding questions should be referred to:

**Ross Schroeder, Director of Purchasing**

Blinn College District

902 College Ave

Brenham, TX 77833

(979) 830 4118

e-mail: [ross.schroeder@blinn.edu](mailto:ross.schroeder@blinn.edu)

**Felony Conviction Notification**

State of Texas Legislative Senate Bill No. 1, Section 44,034, Notification of Criminal History, Subsection (a), states a person or business entity that enters into a contract with a College must give advance notice to the College 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.

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

COMPANY NAME: \_\_\_\_\_

AUTHORIZED PRINTED NAME: \_\_\_\_\_

Title: \_\_\_\_\_

**Check the appropriate box and sign the form.**

☐ My firm is a publicly held corporation, therefore, this reporting requirement is not applicable.

AUTHORIZED SIGNATURE:

☐ My firm is not owned nor operated by anyone who has been convicted of a felony.

AUTHORIZED SIGNATURE:

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

Name of Felony: \_\_\_\_\_

Details of Conviction(s) \_\_\_\_\_

---

---

---

---

AUTHORIZED SIGNATURE: \_\_\_\_\_

### **VENDOR CERTIFICATION FORM**

1. Vendor hereby acknowledges that it is unlawful to offer, give, agree to give to any person, or solicit, demand, accept, or agree to accept from another person, a bribe, or unlawful gift, benefit, advantage, gratuity, payment, or an offer of employment in connection with or arising from this RFP or subsequent contract.
2. Persons submitting a response to this RFP must comply with all applicable laws, ordinances and regulations including the provisions of the State of Texas "Local Government Code Chapter 176. As applicable, the person submitting a response to this RFP must complete and submit a Conflict of Interest Questionnaire form CIQ, in a format approved by the Texas Ethics Commission. A copy of the form can be found below or at the Texas Ethics Commission web site <http://www.ethics.state.tx.us/forms/CIQ.pdf>
3. Texas Resident Information: Chapter 2252, Subchapter A, of the Texas Government Code, establishes certain requirement applicable to proposers who are not Texas Residents. Under the Statute, a "Resident" vendor is one whose principal place of business is in Texas, including one whose ultimate parent company or majority owner has its principal place of business in Texas or employs at least 500 persons in the State of Texas:

Location of Principal Place of Business (City / State) and or Number of employees based in Texas:

Address \_\_\_\_\_

Or Number of Employees that reside in Texas: \_\_\_\_\_

4. **Debarment Certification:** Vendor certifies neither the owner or principal owner has been debarred, suspended, or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549 "Debarment and Suspension" as described in the Federal Register and Rules and Regulations:

☐ No, Vendor is not currently debarred, suspended or otherwise ineligible.

☐ Yes, Vendor is currently debarred, suspended or otherwise ineligible.

5. In accordance with Chapter 2270 of the Texas Government Code, by accepting this contract, you verify that your firm does not Boycott Israel, and agree that during the term of this agreement will not Boycott Israel as that term is defined in the Texas Government Code, Section 808.001 as amended.
6. Texas Government Code, Subchapter F, Prohibition on Contracts with Certain Companies, Section 2252.152, Vendor certifies they do not do business with companies engaged in business with Iran, Sudan, or Foreign

Terrorist Organization that is identified on a list prepared and maintained under Section 806.051, 807.051, or 2252.153.

**VENDOR CERTIFICATION.** The undersigned, on behalf of Vendor, certifies that this proposal is made without previous understanding, agreement or connection with any person, firm, or corporation submitting a proposal on the same project, and is in all respects fair and without collusion, fraud, or unlawful acts.

It is further certified that the person whose signature appears below is legally empowered to bind the Company in whose name the proposal is entered.

Submitted this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and for the Company identified as follows:

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

# CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

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, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

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

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

## OFFICE USE ONLY

Date Received

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

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

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

\_\_\_\_\_  
Name of Officer

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

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

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

7

\_\_\_\_\_  
Signature of vendor doing business with the governmental entity

\_\_\_\_\_  
Date

**CERTIFICATE OF INTERESTED PARTIES****FORM 1295**

Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY**

**1** Name of business entity filing form, and the city, state and country of the business entity's place of business.

**2** Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

**3** Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

**6 UNSWORN DECLARATION**

My name is \_\_\_\_\_, and my date of birth is \_\_\_\_\_.

My address is \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
(month) (year)

\_\_\_\_\_  
Signature of authorized agent of contracting business entity (Declarant)



## Certification of Compliance with Executive Order GA-48

Pursuant to **Executive Order GA-48**, issued by Governor Greg Abbott on **November 19, 2024**, the Supplier certifies that neither the company, nor any of its **holding companies, subsidiaries, or affiliates**, is:

- A. Listed in [Section 889](#) of the **2019 National Defense Authorization Act (NDAA)**; or
- B. Listed in [Section 1260H](#) of the **2021 National Defense Authorization Act (NDAA)**; or
- C. **Owned by** the government of a country on the **U.S. Department of Commerce's foreign adversaries list** under [15 C.F.R. § 791.4](#); or
- D. **Controlled by** any governing or regulatory body located in a country on the **U.S. Department of Commerce's foreign adversaries list** under [15 C.F.R. § 791.4](#).

The Supplier further certifies that it does not engage in any **contractual, business, or operational** activities that would otherwise **grant access, control, or influence** to an entity meeting any of the above-listed criteria.

If at any time during the term of the contract, the Supplier becomes aware of any such affiliation or activity, it shall immediately notify Grayson College. The contract may be subject to termination, and the Supplier may face legal action as deemed necessary by the College.

By signing below, the Supplier **acknowledges and certifies compliance** with this requirement:

---

Company Name

---

Signature of Authorized Official

---

Title of Authorized Official

---

Date