



RFP #3229D-24

Fine Arts Consultant Services and Materials

Issue Date: 9/25/2026

Questions Deadline: 10/6/2026 02:00 PM (CT)

Response Deadline: 10/16/2026 02:00 PM (CT)

Contact Information

Contact: Starla Johnson - Procurement Coordinator

Address: Procurement Department

1565 A West Main Street

Lewisville, TX 75067

Phone: (972) 350-4759

Email: johnsonstarla@lisd.net

Event Information

Number: RFP #3229D-24
Title: Fine Arts Consultant Services and Materials
Type: Request for Proposal - Formal
Issue Date: 9/25/2026
Question Deadline: 10/6/2026 02:00 PM (CT)
Response Deadline: 10/16/2026 02:00 PM (CT)
Notes: ******IF YOUR COMPANY HAS PREVIOUSLY BEEN AWARDED ON RFP #3229-24, RFP #3229A-24, RFP #3229B-24, or RFP #3229C-24 YOU DO NOT HAVE TO RESPOND TO THIS SUPPLEMENTAL RFP******

Lewisville Independent School District ("LISD, District") is requesting supplemental proposals from qualified firms and/or professionals interested in contracting with the District to provide Fine Arts Consultant Services and Materials for various areas. These services and materials shall be procured on an "as needed" basis with LISD making the sole determination of need. The services requested include a wide spectrum of consultation, professional staff development, student related services, program improvement, and other direct type services relating to Pre K – 12 environments and support. This non-exclusive contract shall run coterminous with RFP #3229-24.

All interested vendors, including sole source providers, are encouraged to respond to this request for proposal in its entirety and should submit all required bid attachments regardless of sole source status to be considered.

Missing or incomplete information will have a negative impact on vendor evaluations.

RFP #3229D-24 shall be awarded at District discretion, to multiple Proposers supplying comparable products or services, also known as a multiple award schedule, or award the Contract to a single Proposer. The District's decision to make multiple awards or a single award will be based upon the District's sole discretion regarding the type of award that provides best value to The District.

Anticipated Contract Term: November 2026 - September 2029

Billing Information

Address: 1565-A West Main Street
Lewisville, TX 75067

Bid Activities

Release of Proposal	9/25/2026 7:00:00 AM (CT)
Deadline for Questions	10/6/2026 2:00:00 PM (CT)
Deadline to submit questions for the Proposal.	
Respond to Questions	10/8/2026 5:00:00 PM (CT)
Questions to the proposal will be answered.	

Deadline for Submittal Deadline to submit response to the Proposal.	10/16/2026 2:00:00 PM (CT)
(Tentative) Recommendation to Board of Trustees (Tentative) Recommendation submitted to Board of Trustees	11/9/2026 7:00:00 PM (CT)
(Tentative) Effective Date of Award (Tentative) Date award will go into effect	11/10/2026 7:00:00 AM (CT)

Bid Attachments

LISD Terms and Conditions 071725.pdf LISD Terms and Conditions 071725	Download
1295_Form_(unsworn_declaration) 082522.pdf Certificate of Interested Parties (Form 1295)	Download
W-9 Form - Rev 2024.pdf W9 - v 2024	Download
LISD_Contracted_Services_Insurance_Requirements.pdf LISD_Contracted_Services_Insurance_Requirements	Download
TxDPA_V2_Lewisville ISD (002).pdf TxDPA_V2_Lewisville ISD 012623	Download
Fine Arts_Athletics Vendor - Insurance Acknowledgment (2026).pdf Fine Arts_Athletics Vendor - Insurance Acknowledgment	Download
LISD Public Records Agreementdocx.pdf LISD Public Records Agreement	Download
preemployment-preservice-affidavit-tec-22a055.pdf PRE-EMPLOYMENT OR PRE-SERVICE AFFIDAVIT FOR EDUCATIONAL ENTITIES Pursuant to Texas Education Code (TEC) §22A.055, a person applying for employment with or who will act as a service provider for an educational entity (school district, district of innovation, open-enrollment charter school, other charter entity, regional education service center, or shared services arrangement) must submit, using a form adopted by the agency, a pre-employment or pre-service affidavit. If Vendor, or vendors employees, will be coming onto LISD property, please fill out this affidavit and attach it to your bid response in the response attachments tab.	Download
CIQ 2024.pdf CIQ 2024	Download

Requested Attachments

Form 1295 (Attachment required) Please save as Company Name 1295 [Example: ABC Company 1295] PLEASE SAVE AS A PDF
Insurance Certificate or Insurance Acknowledgment Form (Attachment required) Please save as Company Name COI [Example: ABC Company COI] PLEASE SAVE AS A PDF
W-9 Form (Attachment required) Please save as Company Name W9 [Example: ABC Company W9] PLEASE SAVE AS A PDF

PRE-EMPLOYMENT OR PRE-SERVICE AFFIDAVIT

PRE-SERVICE AFFIDAVIT FOR EDUCATIONAL ENTITIES

Pursuant to Texas Education Code (TEC) §22A.055, a person applying for employment with or who will act as a service provider for an educational entity (school district, district of innovation, open-enrollment charter school, other charter entity, regional education service center, or shared services arrangement) must submit, using a form adopted by the agency, a pre-employment or pre-service affidavit.
If Vendor, or vendors employees, will be coming onto LISD property, please fill out this affidavit and attach it to your bid response in the response attachments tab.

Texas Data Privacy Agreement

Please save as Company Name TDPA [Example: ABC Company TDPA] PLEASE SAVE AS A PDF

Resume / Qualifications of Personnel

(Attachment required)

Please save as Company Name COI [Example: ABC Company Resume] PLEASE SAVE AS A PDF

Catalog / Pricing

Attach your fee schedule for services proposed that are not listed in the bid lines.

Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or a searchable PDF preferred.

Please save as Company Name Pricing [Example: ABC Company Pricing] PLEASE SAVE AS A PDF

Additional Information

You may attach additional information to your proposal to provide details about your services and materials if needed.

Licenses / Certificates

Please save as Company Name COI [Example: ABC Company Licenses] PLEASE SAVE AS A PDF

Bid Attributes

1	Non-Collaboration Agreement It is hereby stated and serves as notice that if any collaboration was provided in the development of this bid and/or the outline and details of the bid specifications of this bid and any related documents, that the vendor, company, or firm will not be eligible or considered for award of this bid. Do you understand and agree? ☐ Yes ☐ No <i>(Required: Check only one)</i>
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2 Scope of Work

******IF YOUR COMPANY HAS PREVIOUSLY BEEN AWARDED ON RFP #3229-24, RFP #3229A-24, RFP #3229B-24, OR RFP#3229C-24 YOU DO NOT HAVE TO RESPOND TO THIS SUPPLEMENTAL RFP******

Lewisville Independent School District ("LISD, District") is requesting supplemental proposals from qualified firms and/or professionals interested in contracting with the District to provide Fine Arts Consultant Services and Materials for various areas. These services and materials shall be procured on an "as needed" basis with LISD making the sole determination of need. The services requested include a wide spectrum of consultation, professional staff development, student related services, program improvement, and other direct type services relating to Pre K – 12 environments and support. This non-exclusive contract shall run coterminous with RFP #3229-24.

All interested vendors, including sole source providers, are encouraged to respond to this request for proposal in its entirety and should submit all required bid attachments regardless of sole source status to be considered.

Missing or incomplete information will have a negative impact on vendor evaluations.

3 LISD Demographics

Lewisville ISD encompasses 127-square miles and serves 44,650 students from thirteen municipalities including Argyle, Carrollton, Coppell, Copper Canyon, Double Oak, Flower Mound, Frisco, Grapevine, Highland Village, Hebron, Lewisville, Plano and The Colony.

4 Length of Contract

Anticipated Contract Term: November 2026 - September 2029

5 Introduction

There are attributes, including this one, associated with this proposal. Some are notes and require no response, but most have a required response. ***Please select each page on the right-hand side of the blue bar below (at the bottom of this list of attributes) in order to view the next page of Bid Attributes.***

6 Communications Statement

Communications: Contact between vendors and LISD personnel during the proposal process or evaluation process is prohibited. Any attempt by vendors during the proposal process to contact LISD personnel may result in disqualification. All communication shall go through the Procurement Department during this competitive process. All questions received and the corresponding answers will be distributed to all bidders. No verbal responses will be provided. The deadline for questions about this proposal is stated in the Bid Activities and the district will not respond to questions after this time and date. Response to questions will be posted in the form of an addendum to this proposal. The vendors will be responsible for checking the website for any posted addenda.

7 Vendor Communication Process

All vendor communications must be directed in writing to: Starla Johnson - Senior Buyer, Lewisville ISD Administrative Center, Procurement Department 1565-A West Main St., Lewisville, TX 75067 Telephone: (972) 350-4759 Email:johnsonstarla@lisd.net

8 Submission Response

Electronic bids and manual bids must be received in the Lewisville Independent School District Procurement Department office before the hour and date specified. **DO NOT FAX OR EMAIL YOUR BID!**

If due to inclement weather, natural disaster, or for any other cause the District office location where bids/proposals are to be submitted is closed on the due date, the deadline for submission shall automatically be extended until the next District business day on which the office is open, unless the bidder is otherwise notified by the District. The time of day for submission shall remain the same.

Electronic bids are to be submitted in the Lewisville ISD online procurement system (the IonWave bidding system) unless otherwise specified in the bid document. Forms are provided for download to be completed and then attached to the bid document.

Manual bids shall be completed on the forms provided. All prices must be typed or written in ink. Bids written in pencil will not be accepted. Each manual bid shall be placed in a separate envelope, sealed and properly identified with the bid title and the time and date to be opened as shown in the "Notice to Bidders". Please note that the words "proposal" and "bid" may be used interchangeably throughout this packet but shall have the same meaning. The words "bidder" and "vendor" may also be used interchangeably

Only one format is needed. For any questions, please contact the Procurement Department at 972-350-4749.

9 Proposal Opening

Any proposal received later than the specified time, whether delivered in person or by any other method shall be disqualified. Any questions pertaining to the proposal procedures should be addressed to the Procurement Department at 972-350-4749.

If the District office location where bids/proposals are to be submitted is closed due to inclement weather, natural disaster, or for any other cause including if the electronic bid system is unavailable on the due date, the deadline for submission shall be extended until the next district calendar business day, unless the bidder is otherwise notified by the District. The time of day for submission shall remain the same.

10 Proposal Preparation and Response Costs

All travel, proposal preparation costs, and any costs related to the Vendors submitting a response to this proposal request shall be borne by the Vendor. The District will not be responsible for any Vendor expenses attributable to the preparation or response to this proposal request.

11 Acceptance

LISD reserves the right to accept or reject any or all of the proposals submitted, waive minor technicalities, and accept the offer(s) most advantageous to the District. Contract, to awarded vendor(s), will be based on the determined "Best Value for the District." The Board of Trustees reserves the right to reject any/or all proposals and to approve any proposal deemed most advantageous to Lewisville Independent School District and to waive any informalities in offering.

12 Award Statement for Proposal

This Proposal may be awarded to one or multiple vendors by line item, section, or package as determined to be the best value to Lewisville Independent School District. LISD reserves the right to negotiate with any or all respondents and accept or reject any and/or all proposals, to waive any formalities and/or irregularities and to award in the best interest of the District.

**1
3 Contract**

Contract shall be put into effect by means of a purchase order(s) executed by the District after proposal has been awarded. Transfer of Contract by vendor is prohibited unless approved by the LISD Procurement Department.

By submitting a response, the Vendor represents that the person responding is authorized to enter into a resulting Contract on its behalf. This proposal request and its attachments, the Vendor's response and response attachments, any additional amendments/Contract executed by both parties pursuant to this proposal request or any resulting contract, and the LISD purchase order constitute the entire contract. A Contract shall be put into effect by means of a LISD purchase order(s) executed by the District, after the Vendor has been awarded by the LISD Board of Trustees. Transfer/Assignment of Contract by the Vendor is prohibited unless agreed upon in writing by the LISD Procurement Department.

- 1) The constitution, statutes, and laws of the State of Texas
- 2) LISD issued additional signed addendums/agreements signed by both parties and pursuant to the proposal
- 3) LISD's purchase order
- 4) The proposal request
- 5) Vendor's attribute and line item responses to the proposal request
- 6) All attachments provided by LISD in the proposal request or any additional references by LISD
- 7) Vendor's response to this proposal request
- 8) All additional attachments to the proposal response by the responding Vendor.

The proposal or any resulting agreement may not be modified, amended or supplemented except by written agreement signed by an authorized representative of each party. Lewisville ISD Board Policy dictates the authorized representative for Lewisville ISD.

**1
4 Cancellation of a purchase order of agreement**

Lewisville ISD may terminate or cancel any Purchase Order or agreement at any time, with or without cause, by providing seven (7) business days advance written notice to the Vendor. If a purchase order or Agreement is terminated in accordance with this Paragraph, LISD shall only be required to pay the Vendor for goods or services delivered to LISD prior to the termination and not otherwise returned following Vendor's return policy. If LISD has paid Vendor for goods or services not yet provided as of the date of termination, Vendor shall immediately refund such payment(s).

**1
5 Contract Dispute Resolution**

All disputes arising in connection with the contract formed as a result of this proposal shall first be resolved through good faith negotiation. If, after negotiating in good faith for a period of thirty (30) calendar days, the parties are unable to resolve the dispute, then each party may seek resolution by exercising any rights or remedies available by law or in equity.

**1
6 Proposal Disclosure**

A. All proposals received shall remain confidential until a Contract resulting from this proposal is awarded by the LISD Board, thereafter the proposal shall be deemed a public record. In the event that a proposer desires to claim that portions of its proposal are exempt from disclosure, the proposer must mark such portions as "Confidential and Proprietary" and LISD may submit such information to the Texas Attorney General for a ruling as to whether the information is exempt from disclosure.

B. Until a Contract resulting from this proposal is executed, no employee, agent or representative of any proposer shall make available or discuss its proposal with the press, any elected or appointed official or officer of LISD, or any employee, agent, or other representative of LISD, unless specifically allowed to do so in this proposal or in writing by LISD for the purposes of clarification, evaluation and/or negotiation.

C. Proposers shall not issue any news release(s) or make any statement to the news media pertaining to this proposal or any proposal and/or Contract or work resulting there from without the prior written approval of LISD, and then only in cooperation with LISD.

D. Please complete the LISD Public Records Agreement, in the Attachments tab, and submit it with your bid response.

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Right to Terminate

The District has the right to terminate this contract for convenience, without penalty, if the District fails to appropriate funds or provide for a renewal of a contract, following delivery of notice to the vendor within (15) days specifying the extent to which performance here-under is terminated and the date upon which such termination becomes effective.

The absence of appropriated or other lawfully available funds shall render the Contract Award null and void to the extent funds are not appropriated or available and any Deliverables delivered but unpaid shall be returned to the Contractor.

The District shall provide the Contractor written notice of the failure of the District to make an adequate appropriation for any fiscal year to pay the amounts due under the Contract Award, or the reduction of any appropriation for any fiscal year to pay the amounts due under the Contract Award, or the reduction of any appropriation to an amount insufficient to permit the District to pay its obligations.

The District's payment obligations are payable only and solely from funds appropriated and available for the purpose of the purchase.

Any Purchase Order resulting from a Solicitation is contingent upon the continued availability of appropriations and is subject to cancellation, without penalty, either in whole or in part. If funds are not appropriated by the Lewisville ISD Board of Trustees or otherwise not made available to the District.

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Renewal of Agreements

The scheduled Agreement termination date shall be the last date of the month of the last month of the agreement's legal effect. **Example:** *If the agreement is scheduled to end on May 23, the anniversary of the award, it would actually be extended to May 31 in the last month of the last year the contract is active.*

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Renewals

Renewals will be awarded providing that vendor(s) and Lewisville ISD remain in good standing and agree on any changes in pricing or procedures. Awarded vendor(s) shall submit in writing, no later than (90) ninety days prior to renewal date, any changes in pricing or procedures. A renewal notification will be submitted in the bidding system. Please make sure all vendor information remains current in the bidding system.

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Survival Clause

All applicable sales, supplemental agreements, contracts, software license agreements, warranties or service agreements that were entered into between the Vendor and LISD under the terms and conditions of this Agreement, shall survive the expiration or termination of this Agreement. All Orders, Purchase Orders issued or contracts executed by LISD and accepted by the Vendor prior to the expiration or termination of this agreement, shall survive expiration or termination of the Agreement, subject to previously agreed terms and conditions agreed by the parties or as otherwise specified herein relating to termination of this agreement.

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Oral Statement

No oral statement of any person shall modify or otherwise change, or affect the terms, conditions, or specifications stated in the resulting contract.

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Applicable Law and Venue

Any resulting contract is governed by, and subject to, the laws of the State of Texas without regard to conflict of law principles. For purposes of litigating any dispute that arises directly or indirectly from the relationship of the parties, State of Texas shall be the exclusive jurisdiction and any such litigation shall be conducted only in the courts of Denton County, Texas, or the federal courts for the United States for the Eastern District of Texas, and no other courts.

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Severability

A declaration by any court, or other binding legal source, that any provision of the contract formed out of this proposal is illegal and void, will not affect the legality and enforceable of any other provision of the contract, unless mutually dependent.

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No Waiver

If either party fails, at any time, to enforce any right or remedy available to it under a contract formed out of this Proposal, that failure shall not be construed to be a waiver of the right or remedy with respect to any other breach or failure by the other party.

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Bid Number on Quotes

Quotes may be requested by LISD locations and **quotes MUST include bid number RFP #3229D-24** and any/all free items.

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Duties of Vendor

All specifications, terms, conditions, requirements, any other part of the proposal request, and if awarded the performance of the resulting contract, regardless of the use of any employee, agent, subcontractor or third party acting on behalf of the Vendor, shall be fully upheld at the sole liability of the Vendor. It is the Vendor's responsibility to ensure that all aspects of this proposal request, or if awarded resulting contract is adhered to. No third party contracts, or any contract between the Vendor and any third party, whether enacted or implied, shall bear any liability on the District.

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Right to Use and Duplicate

The Lewisville Independent School District reserves the right to use and duplicate as often as necessary any material that is submitted by the vendor(s).

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Payment for Goods and Services

Payment for goods and services shall be governed by Texas Government Code 2251. Upon the Vendor's request, LISD shall furnish applicable tax exemptions that the District holds. The District may dispute an invoice by providing an explanation of the basis for the dispute. The Vendor shall be responsible in securing credit memos, as may be needed, for any problems that may occur during the length of this proposal for any reason, including but not limited to over priced items, incorrect shipping charges, standard returns, or any charges not in accordance with this proposal.

All invoices shall be submitted to the LISD Accounts Payable Dept. at invoices@lisd.net. All invoices must have PO number and RFP #3229D-24 referenced on the invoice.

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Ship To

Each purchase order will have a separate "Ship To" address on it. All shipments are to be made to the Ship To address indicated on the purchase order.

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Packing List

A packing list of all enclosed items per box should be included with each box delivered. Purchase order number must be shown on all packing lists and invoices.

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Additional General Conditions

1. If any work is completed on District premises, when the Vendor arrives at any school/facility, it is required that Vendor's representatives report to the District designated project manager, and to the main office when open, and sign in. If the Vendor is working multiple days, they are required to report on a daily basis and sign in. Proper clothing will be worn at all times. Sleeved t-shirts and long pants are the preferred attire with the company logo on the shirts. Any deviation from this will be reviewed for acceptance. LISD requires all Vendors doing business on LISD property to have their employees and vehicles easily identifiable from company logos on items such as vehicles, ball caps, shirts, and/or ID badges.
2. Alcohol, tobacco, and firearms are prohibited on all district property.
3. Any damage done to LISD property or its customer's property is the sole responsibility of the Vendor.
4. Vendors response shall include any and all costs within their proposal response, including but not limited to costs of bonding, delivery, permits, specialized equipment, insurance, or any other cost necessary.
5. Any product provided is to be factory new, and carry full factory warranty. No refurbished units.
6. The Vendor shall be solely responsible for its use of any subcontractor or any third-party acting on behalf of the Vendor.
7. Once a project begins, the Vendor selected must finish the work.
8. Vendor is to adhere to all specifications within this proposal request or otherwise attached. Any instance where any requirement is unclear or not specified, it shall not affect adherence to any other specification, and the Vendor shall use commercially reasonable efforts to satisfy any such requirement.

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Reasonable Access

LISD will provide the Vendor, or the Vendor's third party performing on the Vendor's behalf, reasonable working area and access to LISD premises to provide services or install, inspect, maintain, and repair, service, or to retrieve any of the Vendor's equipment solely related to this proposal.

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Alignment with TEKS

Supplies and materials may be selected because of their alignment with Texas Essential Knowledge and Skills (TEKS). LISD does not use the common core state standards for resource analysis or curriculum work.

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Inside Delivery Requirement

ALL LISD orders require INSIDE DELIVERY, INSTALLATION (WHEN ITEM REQUIRES), AND TRASH REMOVAL (WHEN ITEM REQUIRES). Quotes should include inside delivery, installation (when required), and trash removal (when required). LISD employee's and/or students WILL NOT be responsible for transporting any items from delivery trucks into the school or facility. Deliveries will be REFUSED and re-delivery expenses will fall to the vendor should vendor attempt to delivery outside of the above instructions.

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Summer Deliveries and Holidays

PLEASE NOTE ANY DELIVERY AND/OR CLOSURE DATES FOR LISD SUMMER SCHEDULES AND HOLIDAYS STATED ON THE PURCHASE ORDER. ANY DELIVERY ATTEMPTS MADE OUTSIDE OF THE SPECIFIED DELIVERY INFORMATION ON THE PURCHASE ORDER WILL BE REFUSED AND THE VENDOR WILL BE RESPONSIBLE FOR THE COST OF RE-DELIVERY.

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Freight Terms

All deliveries shall be to the location specified on the purchase order, be freight prepaid, F.O.B. destination, and pricing shall include all shipping, handling, freight, and/or inside delivery charges. "Tail gate" deliveries and/or deliveries requiring Lewisville ISD to unload may be refused.

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Senate Bill 9

Vendor accepts full responsibility for adhering to Senate Bill 9 requirements. At no time shall vendor(s) or vendor's employees, agents or subcontractors have unsupervised contact with students.

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Government Code Chapter 2272 - Non-abortion provider or affiliate

Pursuant to Texas Government Code Chapter 2272, the District is prohibited from contracting with any abortion provider or an affiliate of an abortion provider whereby the provider or affiliate receives something of value derived from state or local tax revenue. Any contract entered into by the District is void if the prospective vendor has such a prohibited affiliation or contractual relationship.

By submitting a proposal in response to the request for proposal, you are certifying to the District that you or your company do not have such an affiliation or contractual relationship.

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PROHIBITION ON CONTRACTS WITH CERTAIN COMPANIES

Sec. 2252.151. DEFINITIONS. In this subchapter: (1) "Company" has the meaning assigned by Section 806.001. (2) "Foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States secretary of state as authorized by 8 U.S.C. Section 1189. (3) "Governmental contract" means a contract awarded by a governmental entity for general construction, an improvement, a service, or a public works project or for a purchase of supplies, materials, or equipment. The term includes a contract to obtain a professional or consulting service subject to Chapter 2254. (4) "Governmental entity" has the meaning assigned by Section 2252.001. Sec. 2252.152. CONTRACTS WITH COMPANIES ENGAGED IN BUSINESS WITH IRAN, SUDAN, OR FOREIGN TERRORIST ORGANIZATION PROHIBITED. A governmental entity may not enter into a governmental contract with a company that is identified on a list prepared and maintained under Section 806.051, 807.051, or 2252.153. Sec. 2252.153. LISTED COMPANIES. The comptroller shall prepare and maintain, and make available to each governmental entity, a list of companies known to have contracts with or provide supplies or services to a foreign terrorist organization. SECTION 2. Subchapter F, Chapter 2252, Government Code, as added by this Act, applies only to a contract or purchase for which a governmental entity first advertises or otherwise solicits bids, proposals, offers, or qualifications on or after the effective date of this Act. SECTION 3. This Act takes effect September 1, 2017.

DO YOU OR YOUR COMPANY ENGAGE IN BUSINESS WITH IRAN, SUDAN, OR ANY FOREIGN TERRORIST ORGANIZATION?

☐ YES ☐ NO

(Required: Check only one)

4
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Laws, Regulations, Standards, Licensing

LISD requires vendor to certify that during the term of an award by the LISD resulting from this procurement process the vendor will be in compliance with mandatory local, state or federal laws, regulations, standards, licensing, and policies.

Do you agree to comply with all local, state, or laws, regulations, standards, licensing, and policies as they apply to this contract?

☐ Yes, I acknowledge this requirement

(Required: Check only one)

4
1**Not Boycott Israel (Sec. 808.001)**

Texas Government Code 2271.002 requires that a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- does not boycott Israel; and
- will not boycott Israel during the term of the contract.

As amended by HB 793 (2019) this section applies ONLY to a contract that:

- is between a governmental entity and a company with 10 or more full-time employees; and
- has a value of \$100,000 or more that is to be paid wholly or partly from public funds of the governmental entity.

Texas Government Code 808.001 Definitions:

- "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes;
- "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exists to make a profit. And as amended by HB 793 (2019), "except that the term does not include a sole proprietorship".

By signing below, I hereby depose and verify that my company does not and will not boycott Israel during the term of any resulting contract. Furthermore, my company shall indemnify and hold harmless Lewisville ISD, its officials and employees from any and all claims, damages, and costs of any nature based upon Lewisville ISD's reliance on this verification.

Select from the Drop-Down List below. This is your electronic signature:

☐ Company does NOT and will NOT boycott Israel ☐ Exemptions Apply per HB 793 (2019) Revisions

(Required: Check only one)

4
2**Felony Conviction Notification**

Texas Education Code, Section 44.034, Texas Education Code, Notification of Criminal History, Subsection (a), states "A person or business entity that enters into a contract with a school district must give advance notice to the district if the person 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." Subsection (b) states "A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract." Is your firm owned or operated by anyone who has been convicted of a felony?

☐ Yes ☐ No ☐ Publicly Held

(Required: Check only one)

4
3**Felony Conviction Details**

If your firm is owned or operated by anyone who has been convicted of a felony, please list their name and the details of the conviction. If none, please enter N/A (not applicable).

(Required: Maximum 1000 characters allowed)

4
4**Criminal Background Check Requirement**

If an employee of a contractor is covered under SB 9, the contractor must bear the burden of obtaining a national, fingerprint-based criminal history check. Under Section 22.0834 of the Education Code, the contractor is then required to certify to the district that the criminal history check has been performed. The contractor, not the district, is responsible for contacting DPS directly to set up an account for the purposes of obtaining criminal history record information. Under the statute SB 9, a contractor is required to conduct a criminal history review on an employee only when the following criteria have been met: *The employer has contracted with district to provide services. *The particular employee will have continuing duties relating to the contract with the District. * The particular employee will have contact with students. A contractor or sub-contractor may not work on district property or any location the District deems a place where students are regularly present when *they have been convicted of a felony or misdemeanor involving moral turpitude, as defined by Texas law or any other offense the District believes might compromise the safety of student, staff or property.

A vendors violation of this section shall constitute substantial failure. If the Vendor is the person or owner or operator of the business entity, that individual may not self-certify regarding the criminal history record information and its review, and must submit original evidence acceptable to the District with this Contract showing compliance. Possession of fire arms, alcohol and/or drugs, even in vehicles, is strictly prohibited on school/district property. The use of tobacco products are not allowed on school district property.

☐ Yes. Vendor certifies ☐ No, vendor does not certify

(Required: Check only one)

4
5**Bidder's Certification**

Texas Government Code Chapter 2252 relates to bids by nonresident contractors. The pertinent portions of the Act are as follows: Section 2252.001(3) "Nonresident bidder" refers to a person who is not a resident. Section 2252.001(4) "Resident bidder" refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state. Section 2252.002, as amended by H.B. 3648, 83rd Legislature (2013 Regular Session): "AWARD OF CONTRACT TO NONRESIDENT BIDDER. A governmental entity may not award a governmental contract to a nonresident bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the greater of the following:

(1) the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located; or
(2) the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which a majority of the manufacturing relating to the contract will be performed." Section 2252.002, as amended by H.B. 1050, 83rd Legislature (2013 Regular Session): "AWARD OF CONTRACT TO NONRESIDENT BIDDER: A governmental entity may not award a governmental contract to a nonresident bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in:

(1) the state in which the nonresident's principal place of business is located;
or

(2) a state in which the nonresident is a resident manufacturer." ~~~ Is the Vendor a Resident Bidder of Texas as defined in Texas Government Code Section 2252.001(4)?

☐ Yes ☐ No

(Required: Check only one)

4
6**Non - Collusion**

Vendor certifies under penalty of perjury that they are duly authorized to execute this contract, that this company, corporation, firm, partnership, or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

Failure to certify will render bid non-responsive and will not be considered for award.

Does the Vendor certify?

☐ Yes. Vendor certifies ☐ No, vendor does not certify

(Required: Check only one)

4
7**Place of Business**

For the contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendors ultimate parent company or majority owner: 1. Has its principal place of business in the state of Texas; OR 2. Employs at least 500 persons in this state ~~~ IS YOUR PARENT COMPANY OR MAJOR OWNER A TEXAS BASED BUSINESS?

☐ Yes ☐ No

(Required: Check only one)

4
8**# of Employees**

For the contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendors ultimate parent company or majority owner;

1)Has its principal place of business in the State of Texas;

OR

2) employs at least 500 persons in Texas.

If you are not a Texas based business, do you have more than 500 employees in Texas?

☐ Texas based business ☐ Not Texas based business, more than 500 employees

☐ Not Texas based business, less than 500 employees

(Required: Check only one)

4
9**Non-resident Bidder's Certification**

Non-resident Bidder of Texas as defined in Texas Government Code Section 2252.001(3) ~~~If your firm is not a Resident Bidder of Texas as defined in Texas Government Code Section 2252.001(4), indicate your firm's principal place of business City and State. If not applicable, please enter N/A (not applicable).

(Required: Maximum 1000 characters allowed)

5
0**Conflict of Interest Questionnaire**

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.

Does the Vendor have conflict of interest with Lewisville Independent School District?

☐ Yes ☐ No

(Required: Check only one)

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PROPOSAL SPECIFICATIONS

**5
2 Services**

Services should include consultation, fine arts consultant services, program improvement, program assistance and other direct type services relating to Pre K – 12 environments and support.

a. **Professional Development Consulting:** Transference of specific knowledge from a professional with wide knowledge of a specific subject. These services may include providing advice to teachers, staff, students and parents about specific areas/subjects and may include activities to enhance professional career growth for teachers and other educational staff in specific areas.

b. **Program Improvement:** The process of assisting administrators and other personnel in improving classes/programs within the District. Improvement targets may result from advice from professionals with expertise in the areas needing improvement.

c. **Program Assistance:** Involvement in programs by providing a specialized skillset to assist the desired program in order to advance the educational process.

d. **Motivational/Keynote Speakers:** A person or group of people who makes speeches intended to motivate or inspire an audience.

For a listing of departments and divisions within Lewisville ISD, you may visit www.lisd.net and from the ribbon click onto "About Us" and then "Departments".

**5
3 Must be attached in the response attachments tab.**

Upload all required documents and forms to the "Response Attachments" Tab.

Required:

1. Form 1295
2. Insurance Certificate or Insurance Acknowledgment Form (Acord)
3. W-9 Form
4. Pre-Employment or Pre-Service Affidavit - required if the vendor will be providing services during contract performance
5. Texas Data Privacy Agreement - Only required if your company will have access to the LISD network, are providing software products, OR have access to or collect any district or student personally identifiable information.
6. Resume / Qualifications of Personnel
7. Catalog / Pricing
8. Additional Information
9. Licenses / Certificates

**5
4 Materials**

Materials should include items that you or your firm may offer during the term of this proposal to include, but not be limited to, books, workbooks, training materials, etc.

**5
5 Additional Information**

You may attach additional information to your proposal to provide details about your services and materials if needed.

**5
6 Agreement**

If awarded this contract, this RFP will serve as the agreement and each PO will serve as the specific Statement of Work. LISD will utilize the rates submitted with this proposal, unless a group discount rate is requested by LISD and offered by the vendor, and include the details (dates, location, program requested, etc.) in the Purchase Order before the service is performed.

Do **not** perform any services or ship any products without the receipt of a valid LISD Purchase Order.

57	* QUESTIONNAIRE
58	General Fine Arts Please indicate if an area or instrument of specialization (Yes/No). <i>(Optional: Maximum 1000 characters allowed)</i>
59	General Fine Arts Does your Firm provide Professional Development in this area (Yes/No)? <i>(Optional: Maximum 1000 characters allowed)</i>
60	General Fine Arts Does your Firm provide Student Related Services in this area (Yes/No)? <i>(Optional: Maximum 1000 characters allowed)</i>
61	Accompaniment (piano or otherwise) Please indicate if an area or instrument of specialization (Yes/No). <i>(Optional: Maximum 1000 characters allowed)</i>
62	Accompaniment (piano or otherwise) Does your Firm provide Professional Development in this area (Yes/No)? <i>(Optional: Maximum 1000 characters allowed)</i>
63	Accompaniment (piano or otherwise) Does your Firm provide Student Related Services in this area (Yes/No)? <i>(Optional: Maximum 1000 characters allowed)</i>

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Consulting

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

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Consulting

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Consulting

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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7

Band

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

6
8

Band

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Band

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Percussion

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

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Percussion

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Percussion

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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3

Orchestra

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

7
4

Orchestra

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

7
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Orchestra

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

7
6

Choir

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

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7

Choir

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

7
8

Choir

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Drama

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

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Drama

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Drama

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Dance

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

8
3

Dance

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

8
4

Dance

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Marching Band

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

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6

Marching Band

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

8
7

Marching Band

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

8
8

Keyboard

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

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Keyboard

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Keyboard

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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Sound and Lighting

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

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2

Sound and Lighting

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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3

Sound and Lighting

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

9
4

Stage

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

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Stage

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

9
6

Stage

Does your Firm provide Student Related Services in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

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7

Motivational / Keynote Speakers

Please indicate if an area or instrument of specialization (Yes/No).

(Optional: Maximum 1000 characters allowed)

9
8

Motivational / Keynote Speakers

Does your Firm provide Professional Development in this area (Yes/No)?

(Optional: Maximum 1000 characters allowed)

99	Motivational / Keynote Speakers Does your Firm provide Student Related Services in this area (Yes/No)? <i>(Optional: Maximum 1000 characters allowed)</i>
100	Leadership Development Please indicate if an area or instrument of specialization (Yes/No). <i>(Optional: Maximum 1000 characters allowed)</i>
101	Leadership Development Does your Firm provide Professional Development in this area (Yes/No)? <i>(Optional: Maximum 1000 characters allowed)</i>
102	Leadership Development Does your Firm provide Student Related Services in this area (Yes/No)? <i>(Optional: Maximum 1000 characters allowed)</i>

Final Evaluation Criteria - Points

Final evaluation of proposal response will be based on the Texas Educational Code §44.031(b). LISD will not award proposals on the basis of low price alone. A criteria and points will be used in weighting which proposal(s) offer the best overall product, service and references for the intended purpose.

Evaluation criteria for this proposal will be per the following:

Purchase Price - 30 Points

Catalog/Price list MUST be included or proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or a searchable PDF preferred.

(Area of Pricing)

Volume and Additional Discounts to District - 10 Points

Vendor's minimum percentage discount - 10 pts (Area of Pricing)

Does Vendor agree to honor the Minimum Percentage Discount off their LISD "Catalog Pricing" that Vendor proposed for all district sales made for the duration of the Lewisville ISD Contract?

Reputation of the Vendor and their goods and/or services - 15 Points (Area of Proposal Specifications - References)

References or any other available information known to LISD may be used to score this criterion.

DO NOT USE LISD OR LISD EMPLOYEES AS A REFERENCE.

Quality of the Vendor's goods or services - 10 Points

Any available information known or available through the proposal response or otherwise to LISD may be used to score this criterion. **(Area of Specifications)**

Extent to which the goods and/or services meet the District's needs - 10 Points

LISD evaluators will determine if the Vendor provides value to LISD and if the goods and/or services offered by the Vendor meet the needs outlined in the solicitation. **(Products and/or Services Offered, Delivery)**

Vendor's past relationship with the District - 2 Points

Negative past relationship scores -2 points, no past relationship scores 0 points, positive past relationship scores 2 points.

Other relevant factors specifically listed in this request for proposal - 13 points

Any available information known or available through the proposal response or otherwise to LISD may be used to score this criterion. (Deviations and Exceptions, Insurance provided meeting the LISD insurance requirements, 1295 form complete and provided)

Total Points - 100

Form 1295 - Certificate of Interested Parties**EVALUATION CRITERIA AREA**

Pursuant HB 1295, the addition of section 2252.908 of the Government Code, all awarded vendors must fill out electronically, with the Texas Ethics Commission's online filing application
https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm.

The law states that a governmental entity or state may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties (Form 1295) to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The Texas Ethics Commission has adopted rules requiring the business to file Form 1295 electronically with the Commission. This form must then be signed and attached in the Response Attachments, prior to any business transaction.

Please note the following:

Box 1: Please enter business entity filing form, city, state and country of the business entity's place of business.

Box 2: Please enter **Lewisville ISD**

Box 3: Please use LISD's solicitation (bid) number as the identification number being requested and the contract name as description of goods or services. **RFP #3229D-24 Fine Arts Consultant Services and Materials**

After submitting the form please print it and complete **Box 6**. Provide **a signature** and attach with bid response.

A new form **MUST** be a completed upon each renewal.

Interested parties (1295 form) is not needed for publicly traded companies. Those parties are already public knowledge and can be obtained elsewhere.

Please acknowledge that you have read and understand that the District may not do business with your company without the submittal of this form.

☐ Yes, I acknowledge this requirement ☐ No, I am a publicly traded company

(Required: Check only one)

LISD Insurance Requirements Acknowledgment**LISD INSURANCE REQUIREMENTS - EVALUATION CRITERIA AREA**

Any individual or organization doing business with Lewisville Independent School District ("LISD" or the "District") is required to provide proof of various insurances, including workers' compensation insurance.

Vendor understands and agrees to abide by all terms, conditions, rules, and regulations provided in LISD's contract and/or agreement title. In addition, the Vendor understands and agrees to abide by the procedures and policies of the District. Vendor holds the District harmless for injury to the vendor and others and damage to the Vendor or District property. The vendor acknowledges liability for injury or damage to the District and others, including district employees. Lewisville ISD's Purchase Order "General Terms and Conditions" are incorporated in this agreement by reference herein and can also be viewed at the following link:

[**LISD INSURANCE REQUIREMENTS**](#)

Vendor acknowledges the District will NOT provide insurance coverage to Vendor or its employees, subcontractors, agents, representatives, etc. Vendor represents to the District that all employees, subcontractors, agents, representatives, etc. of the Vendor will be covered by liability and workers' compensation insurance for the duration of Vendor's agreement with LISD, that the coverages will be based on proper reporting to the insurance company(ies), and that all coverage agreements will be filed with the appropriate insurance carrier or state regulatory agency.

Insurance required for this contract:

*Commercial General Liability Policy

*Auto Policy

*Workers' Comp / Employers' Liability Policies

* Cyber / Data Breach Policy - Required for all vendors who have access to the LISD network, are providing software products, or have access to or collect any district or student personally identifiable information.

* Sexual Misconduct Policy- Required if district students and/or employees are present during contract performance (including virtually)

PLEASE save your certificate of Insurance (Acord), in the response attachments tab, by putting your company name in the file name.

☐ Yes, I acknowledge

(Required: Check only one)

Indemnification**EVALUATION CRITERIA AREA**

IT IS TO BE UNDERSTOOD THAT THE BIDDER, IF AWARDED AN ORDER OR CONTRACT, AGREES TO PROTECT, DEFEND, AND HOLD HARMLESS THE LEWISVILLE INDEPENDENT SCHOOL DISTRICT AND ITS OFFICIALS AND EMPLOYEES FROM ANY SUITS OR DEMANDS FOR PAYMENT THAT MAY BE BROUGHT AGAINST LEWISVILLE INDEPENDENT SCHOOL DISTRICT AND ITS OFFICIALS AND EMPLOYEES FOR THE USE OF ANY PATENTED MATERIAL, PROCESS, ARTICLE, OR DEVICE THAT MAY ENTER INTO THE MANUFACTURE AND/OR CONSTRUCTION OR FROM A PART OF THE WORK COVERED BY EITHER ORDER OR CONTRACT AND, BIDDER FURTHER AGREES TO INDEMNIFY AND HOLD HARMLESS THE LEWISVILLE INDEPENDENT SCHOOL DISTRICT AND ITS OFFICIALS AND EMPLOYEES FROM SUITS OR ACTIONS OF EVERY NATURE AND DESCRIPTION BROUGHT AGAINST IT FOR, OR ON ACCOUNT OF ANY INJURIES OR DAMAGES RECEIVED OR SUSTAINED BY ANY PARTY OR PARTIES BY, OR FOR ANY OF THE ACTS OF THE BIDDER, HIS EMPLOYEES, SERVANTS OR AGENTS.

Educational entities are a Texas Political Subdivision and a local governmental entity; therefore, are prohibited from indemnifying third parties pursuant to the Texas Constitution (Article 3, Section 52) except as specifically provided by law or as ordered by a court of competent jurisdiction.

Does vendor agree?

☐ Yes ☐ No

(Required: Check only one)

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7**Data Sharing Collection**

Does vendor collect data, have access to the LISD network, are providing software products, or have access to or collect any District or student personally identifiable information?

"Data" shall include, but is not limited to, the following: student data, metadata, user content, course content, materials, and any and all data and information that the District (or any authorized end user(s)) uploads or enters through its use of the product. "Data" specifically includes all personally identifiable information in education records, directory data, an other non-public information

If you answer yes to this question please complete the Data Sharing Agreement located in the attachments tab.

☐ Yes, please complete Data Sharing Agreement ☐ No, vendor does not collect data

(Required: Check only one)

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8**Cyber & Data Breach Insurance**

If yes was marked to the question above regarding Data, vendor acknowledges that Cyber & Data Breach Insurance will be required.

☐ Yes, vendor acknowledges this requirement ☐ No, vendor does not collect data

(Required: Check only one)

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9**Sexual Misconduct Insurance - District Students Present**

In providing materials or services to the District, will district students be present during contract performance? (including virtually).

☐ Yes ☐ No

(Required: Check only one)

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0**Sexual Misconduct Insurance - District Employees Present**

In providing materials or services to the District, will district employees be present during contract performance? (including virtually).

☐ Yes ☐ No

(Required: Check only one)

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1**Sexual Misconduct Insurance**

If either attribute #58 or #59 were marked yes, Sexual misconduct insurance is required.

☐ Yes, vendor acknowledges this requirement ☐ N/A

(Required: Check only one)

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2**LISD Terms and Conditions****EVALUATION CRITERIA AREA**

LISD Terms and Conditions are provided in an attachment to the proposal. Please check if you agree or disagree to the terms and conditions of this proposal.

The District reserves the right to accept or REJECT any proposals based upon any deviations.

LISD TERMS AND CONDITIONS

This is your electronic signature.

☐ Agree ☐ Disagree

(Required: Check only one)

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References

EVALUATION CRITERIA AREA

Please send this link to three business/school district references that have contracted with your company to provide like products and/or services.

Preferable references are school districts in the Dallas Fort Worth area who have used your services within the last three years. Additional references may be required.

DO NOT INCLUDE LISD OR LISD EMPLOYEES AS A REFERENCE.

Note: Failure for complete reference information to be returned to LISD may be grounds for proposal disqualification. If a reference does not respond, it will result in points being deducted in the evaluation.

PLEASE COPY AND PASTE THE VERBIAGE BELOW, INTO AN EMAIL, TO 3 REFERENCES AND VERIFY THAT YOUR REFERENCES ARE WILLING TO RESPOND.

Subject: Lewisville ISD Reference Check

Hello,

I am responding to an RFP with Lewisville Independent School District (LISD) and have listed your organization as a business/school district reference for our company.

Please complete the reference check form using the link below.

LINK TO REFERENCE REQUEST FORM: <https://forms.gle/4pE9ZwqMjphyxQy4A>

Thank you for your time and assistance!

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PRICING

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Volume and Additional Discounts

EVALUATION CRITERIA AREA

Does Vendor ever expect and/or intend to offer additional, greater, or volume discounts to Lewisville ISD? Point(s) may be assigned for your response in the category of "Pricing" during scoring and evaluation

☐ Yes ☐ No

(Required: Check only one)

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DISCOUNT (%) CATALOG/PRICE LIST:

EVALUATION CRITERIA AREA

Catalog/Price list **MUST** be included or proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or a searchable PDF preferred.

NOTE: IF DETAILED INFORMATION IS NOT SUBMITTED, PROPOSAL MAY NOT BE CONSIDERED.

Vendor agrees and understands that for each LISD Contract that it holds, Vendor submitted, agreed to, and received LISD approval for specific pricing, discounts, and other pricing terms and incentives which make up Vendor's LISD Pricing for that LISD Contract ("LISD Pricing"). Vendor hereby certifies that Vendor shall only offer goods and services through this LISD Contract if those goods and services are included in or added to Vendor's LISD Pricing and approved by LISD. LISD reserves the right to review Vendor's pricing update requests as specifically as line-item by line-item to determine compliance. However, Vendor contractually agrees that all submitted pricing updates shall be within the original terms of the Vendor's LISD Pricing (scope, proposed discounts, price increase limitations, and other pricing terms and incentives originally proposed by Vendor) such that LISD may accept Vendors price increase requests as submitted without additional vetting at LISD discretion. LISD Pricing price increases and modifications, if permitted, will be honored according to the terms of the solicitation and Vendor's proposal, incorporated herein by reference.

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"CATALOG PRICING" and PRICE REQUIREMENTS"

EVALUATION CRITERIA AREA

This is a requirement of the LISD Contract and is non-negotiable.

In this solicitation and resulting contract, "Catalog Pricing" shall be defined as:

"The then available list of goods or services, in the most current listing regardless of date, that takes the form of a catalog, price list, price schedule, shelf-price or other viewable format that:

- A. is regularly maintained by the manufacturer or Vendor of an item; and
- B. is either published or otherwise available for review by LISD during the purchase process;
- C. to which the Minimum Percentage Discount proposed by the proposing Vendor may be applied.

If awarded on this LISD Contract, for the duration of the contract, Vendor agrees to provide, upon request, their then-current "Catalog Pricing." Or, in limited circumstances where Vendor has proposed the Percentage Mark-Up method of pricing in this proposal, proof of Vendor's "cost" may be accepted by LISD in place of catalog pricing.

1. The vendor must provide the District with their "Catalog Pricing." This is a requirement of the LISD contract and is non-negotiable.
2. Vendor must provide their minimum percentage discount off of "Catalog Pricing" offered to the District.
3. Vendor must apply the minimum percentage discount offered to the "Catalog Pricing" for the length of the term. The District will verify that the minimum percentage discount was applied to all purchases for the length of the contract term.

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8**Minimum Percentage Discount Offered to LISD on all goods and services****EVALUATION CRITERIA AREA**

Please read thoroughly and carefully as an error on vendor's response can render the contract award unusable.

What is the minimum percentage discount that you can offer Lewisville ISD (LISD, "district") off all goods and services pricing that you offer?

Only limited goods/services specifically identified and excluded from this discount in Vendor's original proposal may be excluded from this discount.

Vendor must respond with a percentage from 0%-100%. The percentage discount that you input will be applied to your "Catalog Pricing", as defined in the solicitation, for all LISD sales made during the life of the contract. You cannot alter this percentage discount once the solicitation legally closes. You will always be required to discount every LISD sale by the percentage included below except for limited goods/services specifically identified and excluded from this discount in Vendor's original proposal. If you add goods or services to your "Catalog Pricing" during the life of the contract, you will be required to sell those new items with this discount applied.

Example: In this example, you enter a 10% minimum percentage discount below. In year-one of your district Contract, your published "Catalog Pricing" (website/store/published pricing) for "Technology Device A" is \$100 and for " Technology Device A" Set-Up Service" is \$100. In this example, you must sell those items under the LISD Contract at the proposed 10% discounted price of: " Technology Device A" - \$90, " Technology Device A" Set-Up Service" - \$90. In year two of your LISD Contract, you update your "Catalog Pricing" with the market. You add "Technology Device B" to your "Catalog Pricing" for \$200 and have increased the price of "Technology Device A" to \$110 and the price of "Technology Device A" Set-Up Service" to \$110. In this example, after the "Catalog Pricing" update, you must still sell those items under the LISD Contract at the proposed 10% discounted price of: "Technology Device A" - \$99, " Technology Device A Tablet Set-Up Service" - \$99, and "Technology Device B" \$180.00.

Except for limited goods/services specifically identified and excluded from this discount in Vendor's original proposal, if you cannot honor the discount on all goods and items now included or which may be added in the future with certainty, then you should offer a lesser discount percentage below.

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9**Honoring vendor's minimum percentage discount****EVALUATION CRITERIA AREA**

Vendor is asked in these Attribute Questions to provide a Minimum Percentage Discount offered to Lewisville ISD on all goods and services sold under the district contract. Points will be assigned for your response, and scoring of your proposal will be affected.

A "YES" answer will be awarded the maximum 10 points, and a "NO" answer will be awarded 0 points.

Does Vendor agree to honor the Minimum Percentage Discount off their LISD "Catalog Pricing" that Vendor proposed for all district sales made for the duration of the Lewisville ISD Contract?

☐ Yes ☐ No

(Required: Check only one)

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*

BILLING INFORMATION1
2
1**Order Reference Number**

If there is a reference number that Lewisville ISD must include on the Purchase Order to receive bid pricing, please state that number. If none, please enter N/A (not applicable).

(Required: Maximum 1000 characters allowed)

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2
2

Shipping and Handling

Will there be charges for S&H/Freight on each order? If so, please state the charges. If no, please state "Not Applicable (N/A)".

(Required: Maximum 1000 characters allowed)

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3

Invoices

All invoices must be submitted to LISD's Accounts Payable Department at invoices@lisd.net.

If your company uses any other billing address, Lewisville ISD will not be responsible for late payments, service charges, etc.

LISD's purchase order number must be referenced on the invoice. Please put your vendor name and the PO # in the subject line of the email.

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4

Electronic Payment Solutions

The Lewisville Independent School District has implemented an electronic payment solution allowing the District to pay invoices electronically. LISD currently pays all invoices 30 days after receipt of invoice via check through standard USPS. Should the District choose to pay you via an electronic payment solution, the payment time to the vendor can be drastically reduced upon receipt of invoice. This electronic payment process uses the backbone of the Visa/MasterCard network and the vendor's payment gateway agreements. *Note* LISD will not be held responsible for fees, if any, associated by the vendor's payment gateway provider for acceptance and use of this payment process.

***Please note: By responding yes, you may be contacted by our current vendor Commerce Bank for additional information. ***

Will your company accept use of this electronic payment process?

☐ Yes ☐ No

(Required: Check only one)

1
2
5

If Yes to Electronic Payment Solution

Please provide the email or fax number where the payment can be processed.

(Optional: Maximum 1000 characters allowed)

1
2
6

If Yes to Electronic Payment Solution

Please provide the contact name for payment processing

(Optional: Maximum 1000 characters allowed)

1
2
7

If Yes to Electronic Payment Solution

Please provide the contact phone number for payment processing

(Optional: Maximum 1000 characters allowed)

1
2
8

If Yes to Electronic Payment Solution

Please provide the name of the individual authorizing use of this payment form

(Optional: Maximum 1000 characters allowed)

1
2
9

If Yes to Electronic Payment Solution

Please provide the phone number of the individual authorizing use of this payment form

(Optional: Maximum 1000 characters allowed)

1
3
0

If Yes to Electronic Payment Solution

Please provide the title of the individual authorizing use of this payment form

(Optional: Maximum 1000 characters allowed)

1
3
1

*

VENDOR INFORMATION

1
3
2

Purchase Order Acceptance

Will your company accept mailed, faxed, or emailed Purchase Orders issued by the Lewisville Independent School District?

☐ Yes ☐ No

(Required: Check only one)

1
3
3

Educational Purchasing Cooperative of North Texas (EPCNT)

This proposal may be available for members of the Educational Purchasing Cooperative of North Texas to utilize. There are currently over seventy members. A list of current members may be found at the coop's website <http://www.new-epcnt.com/>.

1
3
4

EPCNT Interlocal Agreement

Educational entities in the surrounding Lewisville Independent School District area have indicated an interest in participating under any resulting contract. Should these Educational entities decide to participate in any resulting contract, would you, (the Vendor) agree that all terms, conditions, specifications, and pricing contained herein would apply?

Educational entities utilizing interlocal agreements with the Lewisville Independent School District will be eligible, but not obligated, to purchase materials/services under the contract(s) awarded as a result of this solicitation. All purchases by Educational entity other than Lewisville Independent School District will be billed directly to that Educational entity and paid by that Educational entity. Lewisville Independent School District will not be responsible for another Educational entity's debts. Each Educational entity will order its own material/service as needed.

☐ Agree ☐ Do not agree

(Required: Check only one)

1
3
5**Interlocal Agreement - CTPA**

Lewisville ISD is a member of the Central Texas Purchasing Alliance (CTPA), an alliance of over 200 school districts in the central Texas area who share in information, services and contractual opportunities. In support of this collaborative effort, a response of YES to CTPA indicates that the Respondent is interested in extending services to other CTPA member districts. However, there is no obligation on either party to participate unless both parties agree. Services would be provided under the same contract pricing and purchasing terms established by this request. A negative reply by the Respondent will not adversely affect consideration of the Respondent's response. The information will be provided to CTPA member listing and in the event that this request and subsequent contract may be used by the CTPA districts. If a member district chooses to utilize a contract established by this request and subsequent contract, contracts will be awarded individually by those districts.

☐ Yes ☐ No*(Required: Check only one)*1
3
6**Purchasing Cooperative**

Has your company been awarded a purchasing cooperative contract? If yes, please list the names of the Cooperatives and the contract #(s) you have with each. If you have no cooperative contract award, enter N/A (not applicable).

*(Required: Maximum 4000 characters allowed)*1
3
7**Order Information - Company Name**

Please provide the Company Name to be used on Purchase Orders.

*(Required: Maximum 1000 characters allowed)*1
3
8**Order Information - PO/Street Address**

Please provide the PO/Street Address where Purchase Orders are to be sent.

*(Required: Maximum 1000 characters allowed)*1
3
9**Order Information - City**

Please provide the City where Purchase Orders are to be sent.

(Required: Maximum 1000 characters allowed)

1
4
0

Order Information - State

Please provide the State where Purchase Orders are to be sent.

(Required: Maximum 1000 characters allowed)

1
4
1

Order Information - Zip Code

Please provide the Zip Code where Purchase Orders are to be sent.

(Required: Maximum 1000 characters allowed)

1
4
2

Order Information - Phone Number

Please provide the Phone Number where Purchase Orders are to be sent.

(____) ____ - ____ ext: _____

(Required)

1
4
3

Order Information - Email Address

Please provide the Email Address where Purchase orders are to be sent. If none, please enter N/A (Not Applicable).

(Required: Email address)

1
4
4

Remit Information - Company Name

Please provide the Company Name to be used for payments.

(Required: Maximum 1000 characters allowed)

1
4
5

Remit Information - PO/Street Address

Please provide the PO/Street address where payments are to be sent.

(Required: Maximum 1000 characters allowed)

1
4
6

Remit Information - City

Please provide the City where payments are to be sent.

(Required: Maximum 1000 characters allowed)

1
4
7**Remit Information - State**

Please provide the State where payments are to be sent.

*(Required: Maximum 1000 characters allowed)*1
4
8**Remit Information - Zip Code**

Please provide the Zip Code where payments are to be sent.

*(Required: Maximum 1000 characters allowed)*1
4
9**Remit Information - Phone Number**

Please provide the Phone Number where payments are to be sent.

 ext: *(Required)*1
5
0**Remit Information - Fax Number**

Please provide the Fax Number where payments are to be sent.

 ext: *(Required)*1
5
1**Main Contact/Local Representative - Name**

Please provide the Name of the Main Contact/Local Representative.

*(Required: Maximum 1000 characters allowed)*1
5
2**Main Contact/Local Representative - Title**

Please provide the Title of the Main Contact/Local Representative.

*(Required: Maximum 1000 characters allowed)*1
5
3**Main Contact/Local Representative - Email**

Please provide the Email Address for the Main Contact/Local Representative.

*(Required: Email address)*1
5
4**Main Contact/Local Representative - Phone**

Please provide the Phone Number for the Main Contact/Local Representative.

 ext: *(Required)*

1
5
5**Main Contact/Local Representative - Fax**

Please provide the Fax Number for the Main Contact/Local Representative.

(____) ____ - ____ ext: _____

(Required)

1
5
6**Invoicing Contact - Name**

Please provide the Name of the Invoicing Contact person.

(Required: Maximum 1000 characters allowed)

1
5
7**Invoicing Contact - Title**

Please provide the Title of the Invoicing Contact person.

(Required: Maximum 1000 characters allowed)

1
5
8**Invoicing Contact - Email**

Please provide the Email Address of the Invoicing Contact person.

(Required: Email address)

1
5
9**Invoicing Contact - Phone**

Please provide the Phone Number of the Invoicing Contact person.

(____) ____ - ____ ext: _____

(Required)

1
6
0**Invoicing Contact - Fax**

Please provide the Fax Number of the Invoicing Contact person.

(Required: Maximum 1000 characters allowed)

1
6
1**Online Catalog/Price List**

Is your Catalog/Price List available via the internet? If yes, please indicate the website address. If none, please enter N/A (not applicable).

(Required: Maximum 1000 characters allowed)

1
6
2**Standard Delivery Time**

Please provide your ETA after receipt of the Purchase Order.

(Required: Maximum 1000 characters allowed)

163	Re-Stocking Fee Does your company charge a re-stocking fee? If yes, please indicate the percentage (%) fee. <i>(Required: Maximum 1000 characters allowed)</i>
164	Group/Bulk Orders Does your company offer any special pricing for group/bulk orders? If yes, please provide details of pricing structure. <i>(Required: Maximum 4000 characters allowed)</i>
165	Returns and Exchanges Please state time period for exchanges and/or returns. If none, please enter N/A (not applicable). <i>(Required: Maximum 1000 characters allowed)</i>
166	Minimum Order Requirements If you have a minimum order requirement, please state the specifics. If none, please enter N/A (not applicable). <i>(Required: Maximum 1000 characters allowed)</i>
167	Products and/or services Please list an example of the products and/or services your company can provide to Lewisville ISD. <i>(Required: Maximum 4000 characters allowed)</i>

1
6
8**Search Words Identifying Vendor**

Please list all search words and phrases to be included in the LISD database related to your entity. This will assist LISD users find your firm using search function. Do not list words which are not associated with the bid category/scope. You may include product names, manufacturers, specialized services, and other words associated with the scope of this solicitation.

(Optional: Maximum 1000 characters allowed)

Bid Lines

1

PRICING**EVALUATION CRITERIA AREA**

2

Catalog/Price list **MUST ALSO** be included or proposal may not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or a searchable PDF preferred.

NOTE: IF DETAILED INFORMATION IS NOT SUBMITTED, PROPOSAL MAY NOT BE CONSIDERED

3

General Fine Arts - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes:

- ☐ No bid
☐ Additional notes
(Attach separate sheet)

4

General Fine Arts - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes:

- ☐ No bid
☐ Additional notes
(Attach separate sheet)

5

General Fine Arts - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes:

- ☐ No bid
☐ Additional notes
(Attach separate sheet)

6 Accompaniment (piano or otherwise) - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

7 Accompaniment (piano or otherwise) - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

8 Accompaniment (piano or otherwise) - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

9 Consulting - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

10 Consulting - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

11 Consulting - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

1	2	Band - Cost per hour <i>(Response required)</i>
		Quantity: <u> 1 </u> UOM: <u> EA </u> Unit Price: \$ Total: \$
		Supplier Notes: _____ _____
		☐ No bid ☐ Additional notes <i>(Attach separate sheet)</i>

1	3	Band - Cost per 1/2 day (# of hours = 4) <i>(Response required)</i>
		Quantity: <u> 1 </u> UOM: <u> EA </u> Unit Price: \$ Total: \$
		Supplier Notes: _____ _____
		☐ No bid ☐ Additional notes <i>(Attach separate sheet)</i>

1	4	Band - Cost per full day (# of hours = 8) <i>(Response required)</i>
		Quantity: <u> 1 </u> UOM: <u> EA </u> Unit Price: \$ Total: \$
		Supplier Notes: _____ _____
		☐ No bid ☐ Additional notes <i>(Attach separate sheet)</i>

1	5	Percussion - Cost per hour <i>(Response required)</i>
		Quantity: <u> 1 </u> UOM: <u> EA </u> Unit Price: \$ Total: \$
		Supplier Notes: _____ _____
		☐ No bid ☐ Additional notes <i>(Attach separate sheet)</i>

1	6	Percussion - Cost per 1/2 day (# of hours = 4) <i>(Response required)</i>
		Quantity: <u> 1 </u> UOM: <u> EA </u> Unit Price: \$ Total: \$
		Supplier Notes: _____ _____
		☐ No bid ☐ Alternate specification <i>(Attach separate sheet)</i> ☐ Additional notes <i>(Attach separate sheet)</i>

1	7	Percussion - Cost per full day (# of hours = 8) <i>(Response required)</i>
		Quantity: <u> 1 </u> UOM: <u> EA </u> Unit Price: \$ Total: \$
		Supplier Notes: _____ _____
		☐ No bid ☐ Additional notes <i>(Attach separate sheet)</i>

1
8

Orchestra - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

1
9

Orchestra - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
0

Orchestra - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
1

Choir - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
2

Choir - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
3

Choir - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
4

Drama - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
5

Drama - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
6

Drama - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
7

Dance - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
8

Dance - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

2
9

Dance - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

30

Marching Band - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

31

Marching Band - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

32

Marching Band - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

33

Keyboard - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

34

Keyboard - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

35

Keyboard - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

3
6

Sound and Lighting - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

3
7

Sound and Lighting - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

3
8

Sound and Lighting - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

3
9

Stage - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

4
0

Stage - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

4
1

Stage - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

4
2

Motivational / Keynote Speakers - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)4
3

Motivational / Keynote Speakers - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)4
4

Motivational / Keynote Speakers - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)4
5

Leadership Development - Cost per hour

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)4
6

Leadership Development - Cost per 1/2 day (# of hours = 4)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)4
7

Leadership Development - Cost per full day (# of hours = 8)

(Response required)

Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

4
8**Travel Expenses**

If travel costs are not included, please provide cost information for travel.

*(Response required)*Quantity: 1 UOM: EA Unit Price: \$ Total: \$

Supplier Notes: _____

☐ No bid☐ Additional notes
(Attach separate sheet)4
9**LISD PRICING:**

Discount (%) off catalog/price list:

Catalog/Price list MUST be included for any other products or services not listed in the bid lines or proposal may not be considered.

Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or a searchable PDF preferred.

NOTE: IF DETAILED INFORMATION IS NOT SUBMITTED, PROPOSAL MAY NOT BE CONSIDERED.

Vendor agrees and understands that for each LISD Contract that it holds, Vendor submitted, agreed to, and received LISD approval for specific pricing, discounts, and other pricing terms and incentives which make up Vendor's LISD Pricing for that LISD Contract ("LISD Pricing"). Vendor hereby certifies that Vendor shall only offer goods and services through this LISD Contract if those goods and services are included in or added to Vendor's LISD Pricing and approved by LISD. LISD reserves the right to review Vendor's pricing update requests as specifically as line-item by line-item to determine compliance. However, Vendor contractually agrees that all submitted pricing updates shall be within the original terms of the Vendor's LISD Pricing (scope, proposed discounts, price increase limitations, and other pricing terms and incentives originally proposed by Vendor) such that LISD may accept Vendors price increase requests as submitted without additional vetting at LISD discretion. LISD Pricing price increases and modifications, if permitted, will be honored according to the terms of the solicitation and Vendor's proposal, incorporated herein by reference.

50

MINIMUM PERCENTAGE DISCOUNT OFFERED TO LISD ON ALL GOODS AND SERVICES.

Please read thoroughly and carefully, as an error in vendor's response can render your contract award unusable. What is the minimum percentage discount that you can offer Lewisville ISD (LISD, "district") off all goods and services pricing that you offer? Only limited goods/services specifically identified and excluded from this discount in Vendor's original proposal may be excluded from this discount. Vendor must respond with a percentage from 0%-100%. The percentage discount that you input below will be applied to your "Catalog Pricing", as defined in the solicitation, for all LISD sales made during the life of the contract. You cannot alter this percentage discount once the solicitation legally closes. You will always be required to discount every LISD sale by the percentage included below except for limited goods/services specifically identified and excluded from this discount in Vendor's original proposal. If you add goods or services to your "Catalog Pricing" during the life of the contract, you will be required to sell those new items with this discount applied.

Example: In this example, you enter a 10% minimum percentage discount below. In year-one of your district Contract, your published "Catalog Pricing" (website/store/published pricing) for "Technology Device A" is \$100 and for " Technology Device A" Set-Up Service" is \$100. In this example, you must sell those items under the LISD Contract at the proposed 10% discounted price of: " Technology Device A" - \$90, " Technology Device A" Set-Up Service" - \$90. In year two of your LISD Contract, you update your "Catalog Pricing" with the market. You add "Technology Device B" to your "Catalog Pricing" for \$200 and have increased the price of "Technology Device A" to \$110 and the price of "Technology Device A" Set-Up Service" to \$110. In this example, after the "Catalog Pricing" update, you must still sell those items under the LISD Contract at the proposed 10% discounted price of: "Technology Device A" - \$99, " Technology Device A Tablet Set-Up Service" - \$99, and "Technology Device B" - \$180.00. Except for limited goods/services specifically identified and excluded from this discount in Vendor's original proposal, if you cannot honor the discount on all goods and items now included or which may be added in the future with certainty, then you should offer a lesser discount percentage below.

51

Please indicate the minimum percentage discount of vendor's catalog of proposed goods and services.

*Percent Off - Please enter percentage off (If no discount is offered, 0% is a valid entry).

This is the minimum discount. The Vendor may always apply a higher discount.

Quantity: 1 UOM: EA

Total: %

Supplier Notes: _____

☐ No bid
☐ Additional notes
(Attach separate sheet)

Supplier Information

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Supplier Notes

By submitting your response, you certify that you are authorized to represent and bind your company.

Print Name

Signature