

Request for Proposals For
Leader Curriculum Development
#10-RFP-GNRL-2021

Closing Date:

3:00PM CST

June 23 2021

Index

Part III- Submittal Requirements and Evaluation Criteria

Proposal Response

important to include the RFP#).

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- x
- x

2. Proposals submitted after the closing date and time will NOT be accepted. Fax or email proposals will NOT be accepted.

References

- x
- x
- x
- x
- x
- x
- x

Required Supplemental Documents

- x

Required Supplemental Documents

The attachments listed below are required and should be included with the Proposal. ALL FORMS REQUIRING SIGNATURE MUST BE SIGNED AS INDICATED.

1. Attachment A – Title Page. This form must be completed and included as the cover sheet for Proposals submitted in response to this RFP.
2. Attachment B – Vendor Information
3. Attachment C – Vendor Certification
4. Attachment D – Proof of Insurance or Bonding
5. Attachment E – Certification Regarding Drug Reliance

Attachment E – Proof of Bonding

Attachment A – Title Page

Leader Curriculum Development

A Proposal Submitted in Response to

IDEA Public Schools

Request for Proposals #~~RF~~GNRL-2021

Submitted By:

(Full Legal Name of Vendor)

On:

(Date of Submission)

Attachment B – Vendor Information

Enter Vendor's name and address below.

1. Vendor Name: _____

2. Street Address: _____

3. City, State, and Zip Code: _____

4. Federal ID# or Social Security Number: _____

Additional Requirements:

Proposal must include name and Social Security Number of each person with at least 25% ownership of Vendor.

Name: _____ SSN: _____

Name: _____ SSN: _____

Name: _____ SSN: _____

Name: _____ SSN: _____

Attachment C – Vendor Certification

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

Signature of Authorized Agent: _____

Printed Name and Title of Agent: _____

Vendor Name: _____

Address: _____

Telephone Number: _____

Fax Number: _____

Contact Person: _____

Email Address (if applicable): _____

Web Site Address (if applicable): _____

Attachment D – Proof of Insurance or Bonding

Please provide proof of insurance or bonding

Attachment E – Certification Regarding Drug-Free Workplace

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:RUNSODFH \$FW 8 6 & IRU WKH 'HSDUWPHQW RI \$JULFXOW
&)5 3DUW'HSDUWPHQW RI (GXFDWLRQ &)5 3DUWV DQG
6HUYLEFHV &)5 3DUW

The undersigned Vendor FHUWLILHV LW ZLOO SURYLGH D GUXJ(IUHH ZRUNSOD

- x Publishing a policy statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee;
- x Establishing a drug-free workplace policy in the workplace Vendor's SROLF\ RI PDLQWDLQLQJ D GUXJ(IUHH ZRUNSODH rehabilitation and employee assistance programs, and the penalties that may be imposed on employees for drug violations in the workplace;
- x Providing each employee with a copy of Vendor's

Attachment F –IDEA Conflict of Interest Form

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

- x No manager, employee or paid consultant of Vendor is a member of the IDEA Public Schools' Board of Directors or an employee of IDEA Public Schools.
- x No manager or paid consultant of Vendor is married to a member of the IDEA Public Schools' Board of Directors, IDEA's Chief Executive officer, or an employee of IDEA.
- x No member of the IDEA Public Schools' Board of Directors, IDEA's Chief Executive Officer, or employee of IDEA is a manager or paid consultant of Vendor.
- x Neither any member of the IDEA Public Schools' Board of Directors, IDEA's Chief Executive officer, nor any employee of IDEA owns or controls more than 10% in Vendor.
- x Neither any member of the IDEA Public Schools' Board of Directors, IDEA's Chief Executive officer, nor any employee of IDEA receives compensation from Vendor lobbying activities as defined in Chapter 305 of the Texas Government Code
- x Vendor has disclosed within the Proposal any interest, fact or circumstance which does or may present a potential conflict of interest.
- x Should Vendor fail to abide by the foregoing covenants and affirmations regarding conflict of interest, the Vendor shall be liable to the IDEA Public Schools for the full amount of the contract.

Attachment G – Conflict of Interest Form CIQ

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the content of the Conflict of Interest Form.

Attachment H – Equal Opportunity and Nondiscrimination

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

EEO Laws, Rules, Guidelines, Regulations

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

- x Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination under any program or activity receiving federal financial assistance.
- x Title VII of the Civil Rights Act of 1964, as amended, and its implementing regulations at 29 CFR Part 161 which prohibit discrimination based on race, color, religion, sex, or national origin in any term, condition, or privilege of employment.

Vendor is committed to promoting equal employment opportunity through a progressive program designed to provide equal opportunity without regard to race, color, sex, religion, national origin, age, disability, or political affiliation or belief. Vendor takes positive steps to eliminate any systematic discrimination from personnel practices. Vendor recruits, hires, trains, and promotes into all job levels the most qualified persons without regard to race, color, religion, sex, national origin, age, or disability status.

Staff at all levels is responsible for active program support and personal leadership in establishing, maintaining, and carrying out an effective equal employment opportunity program.

Vendor Name

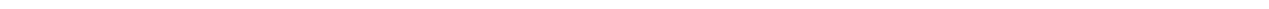
Signature of Authorized Representative

Date

Printed Name and Title of Authorized Representative

Attachment I – Bidder Certification Form

Attachment K –



Attachment L – Contract Provisions for Contracts Involving Federal Funds

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

1. Remedies for Contract Breach or Violation Contracts for more than the simplified acquisition threshold currently set at \$150,000 must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms and provide for such sanctions and penalties as appropriate.
2. Termination for Cause and Convenience All contracts in excess of \$10,000 must address termination for cause and for convenience by THE SCHOOL including the manner by which it will be affected and the basis for settlement.
3. (T X D O S O R \ P H Q W 2 E S P U S W I K O W) Except as otherwise provided under 41 CFR 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR 60.60 must include the equal opportunity clause provided under 41 CFR 60.60

in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6. Rights to Inventions Made Under a Contract or Agreement If the Federal award meets the definition of "funding agreement" under 37 CFR 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
 7. Clean Air Act and the Federal Water Pollution Control Act. Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the contractor to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (33 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1323). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
 8. Energy Policy and Conservation Act standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).
 9. Excluded Parties List System. A contract award (see 2 CFR 180.220) must not be listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible by statutory or regulatory authority other than Executive Order 12549.
 10. Byrd Anti-Corruption Act. Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not use Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier.
 11. Procurement of Recovered Materials. The school, the charter districts and their contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establish an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
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Attachment M – Criminal History Certification



Any contractor interested in participating in IDEA's bid and vendor services process must comply with the requirements of Texas Education Code § 22.0834 by working with the Texas Department of Public Safety to conduct fingerprint checks on employees prior to being awarded a contract. Contractors who fail to follow the fingerprint process will not be allowed to compete for IDEA contracts.

Please complete the information below:

I, the undersigned agent for Vendor, certify that [check one]:

None of the employees of Vendor and any subcontractors are "covered employees" as defined above. If this box is checked, I further certify that Vendor has taken precautions or imposed conditions to ensure that the employees of Vendor and any subcontractor will not become covered employees of Vendor.

Part IV- Terms & Conditions

Standard Terms & Conditions

x

x

x

x

x

x

General Terms and Conditions

x

x

x

