

EVERMAN INDEPENDENT SCHOOL DISTRICT



REQUEST FOR COMPETITIVE SEALED PROPOSALS

GARY T. BALCH BASEBALL FIELD

LED SPORTS LIGHTING RETROFIT

Issue Date: 10/29/2026

1. INVITATION AND PROJECT INTENT

Pursuant to applicable provisions of Texas Education Code Chapter 44 and Texas Government Code Chapter 2269, Everman Independent School District (“Owner”) requests Competitive Sealed Proposals from qualified contractors to furnish and install a complete LED sports-lighting retrofit at Gary T. Balch Baseball Field, 1000 South Race Street, Everman, TX 76140. Selection will be based on the published best-value criteria, subject to Board approval.

Existing light poles shall remain. The project is a turnkey fixture and associated-system retrofit, including removal and lawful disposal of replaced equipment, necessary mounting and electrical work, lighting controls, aiming, testing, training, and warranty.

Estimated construction budget: \$175,000–\$225,000. Required final completion: February 1, 2027.

2. PROCUREMENT DATES AND SUBMISSION

Event	Date / Time
First newspaper publication / website posting	October 29, 2026
Second newspaper publication	November 5, 2026
Mandatory pre-proposal meeting and site inspection	November 10, 2026 at 11:00 a.m. CST
Written questions due	November 13, 2026 at 11:00 a.m. CST
Final addendum, if issued	November 17, 2026
Sealed proposals due / public opening	November 19, 2026 at 2:00 p.m. CST
Anticipated Board consideration	December 14, 2026
Anticipated notice of award	December 15, 2026

Deliver sealed proposals labeled “Gary T. Balch Baseball Field LED Lighting CSP” to:

Mr. Logan Jones
Everman Independent School District
8909 Forum Way
Fort Worth, TX 76140

by 2:00 p.m. CST on November 19, 2026.

Submit three (3) paper copies. Late proposals will not be accepted. Proposer names and proposed prices will be publicly read at opening as required by applicable law.

A representative of each proposing firm MUST attend the in-person meeting at the field and sign the Owner’s official attendance sheet. A proposal from a firm that does not meet this requirement will be rejected as nonresponsive. Inspect existing poles, crossarms, electrical infrastructure, site access, and field conditions. Questions must be submitted in writing to:

Logan Jones, Director of Maintenance, at ljones@eisd.org; (only written addenda issued by the Owner modify this solicitation.)

3. SCOPE AND MINIMUM PERFORMANCE

3.1 Lighting Performance

Provide a complete outdoor LED sports-lighting system with minimum maintained average horizontal illumination of 50 foot-candles infield and 30 foot-candles outfield at the playing surface. Submit field-specific photometric calculations showing measurement grid, calculated levels, uniformity ratios, fixture locations and aiming. Explain assumed light-loss factors and how maintained levels will be achieved.

Provide lighting suitable for competitive high school baseball; minimize dark areas, excessive brightness variation, shadows, player/spectator glare, and spill onto neighboring properties. Disclose proposed uniformity and glare/spill performance; no particular fixture manufacturer or count is required.

3.2 Existing Poles and Infrastructure

All existing light poles shall remain in place; proposals requiring pole replacement or relocation are not acceptable. All existing crossarms shall be removed and replaced with new crossarms designed to accommodate the proposed LED lighting system. Reuse or modification of existing crossarms will not be permitted. All existing maintenance work cages/platforms mounted on the light poles shall be removed and properly disposed of as part of the project.

Inspect and assess existing poles, mounting points, wiring, circuits, and electrical infrastructure for compatibility with the proposed retrofit. Verify that the existing poles can safely support the proposed lighting equipment and new crossarms, including applicable wind loads. Include all necessary crossarms, brackets, structural mounting hardware, and electrical adaptations required for a complete installation. Clearly identify any assumptions, exceptions, or existing conditions requiring Owner action.

3.3 LED Fixtures and Equipment

Provide new commercial-grade, outdoor-rated LED sports-lighting fixtures with suitable weather/corrosion resistance and published manufacturer support. Identify make/model, fixture quantity, optics, wattage, total connected load, expected operating life, and manufacturer specifications. Equipment shall be appropriate for the site and applicable electrical and safety requirements.

3.4 Lighting Controls

Provide secure controls accessible through both a mobile application and a web/browser interface, including remote on/off, dimming, scheduling, authorized user permissions, and practical field/zone control. Provide a local/manual operating method usable during loss of internet or cellular connectivity. Describe system connectivity, administrator access, training, and all cloud, cellular, licensing, subscription or support fees over ten years.

3.5 Installation and Electrical Work

Include all labor, equipment, lifts/rigging, fixtures, drivers, wiring, electrical protection, controls, connections and accessories for a fully operational turnkey installation. Disconnect, remove and lawfully dispose of replaced HID fixtures and unneeded components.

LED drivers shall be installed in locations accessible for routine maintenance, troubleshooting, and replacement using a ladder or similar maintenance equipment, without requiring a bucket truck or specialized lifting equipment.

Drivers shall be mounted at a sufficient height to prevent access from ground level by students or unauthorized individuals. Final driver locations shall be coordinated with and approved by the Owner prior to installation.

Include applicable permits and inspections, site safety/protection, cleanup and restoration. Coordinate access, power interruptions and athletic activities with the Owner.

No lifts, bucket trucks, cranes, or other heavy equipment shall be permitted on the baseball playing surface. All installation and removal activities shall be performed from outside the playing field or by other methods that do not require equipment to enter the playing surface. The contractor shall be responsible for protecting existing turf, fencing, irrigation, and surrounding facilities from damage. Any damage resulting from construction activities shall be repaired or restored at the contractor's expense to the satisfaction of the Owner.

3.6 Testing, Commissioning and Acceptance

Complete fixture aiming, control programming, system startup and commissioning. After installation, perform on-site light-level measurements and furnish a written report showing achieved infield/outfield averages and uniformity. Contractor shall correct deficiencies at no additional cost when the installed system fails to meet the specified maintained-performance design commitments and approved submittals, and shall demonstrate controls and train District personnel before final acceptance.

Provide final fixture/controls schedules, operating manuals, administrator credentials, warranty information, test reports and relevant as-built/closeout documents. Coordinate design and construction documentation with the Owner and its designated design professional, as applicable.

3.7 Warranty and Long-Term Performance

The Owner prefers comprehensive ten-year warranty and service coverage. State separate terms for luminaires, drivers, controls, and lighting performance; identify coverage for parts, labor, lifts, travel, freight, replacement components and service calls. Explain exclusions, service provider and response process. Disclose all Owner costs anticipated during the first ten years of operation.

All proposals must clearly identify exclusions, assumptions, allowances, Owner-furnished items and recurring charges. The Owner will not assume an exclusion that is not expressly disclosed.

4. WARRANTY AND LONG-TERM SERVICE

The Owner prefers comprehensive ten-year coverage. State separate terms for luminaires, drivers, controls, and light-level performance; identify who provides service and the response process. Specifically disclose whether labor, replacement parts, lifts, travel, freight, and service calls are included. Identify software, cellular, cloud, licensing, monitoring, and subscription costs for years 1–10, including any years provided at no charge.

5. REQUIRED PROPOSAL CONTENT

Organize the response in the following order:

- Signed proposal/price form and acknowledgement of all addenda.
- Company information, Texas licenses, proposed project manager and electrical installer, and at least three comparable completed projects with owner references.
- Project-specific photometric plan, fixture quantities/models/wattage/optics, mounting approach, controls description, and electrical/installation plan.
- Lump-sum turnkey price, itemized recurring costs for ten years, detailed inclusions/exclusions, and any requested alternates.
- Equipment lead time, proposed work schedule, required completion confirmation, and warranty/service matrix.
- Proposal Price Form – Attachment A
- Questionnaire – Attachment B
- Required District Forms – Attachment C
- Required District certifications, disclosures, and evidence of ability to provide required insurance and bonds.

6. EVALUATION AND SELECTION

The Owner will evaluate responsive proposals for best value using the following published weighted criteria:

Criterion	Weight	Evaluation Focus
Proposal Price / Total Cost to District	40%	Total turnkey proposal price, completeness of proposed scope, identified exclusions, and any additional or recurring costs associated with operating and maintaining the system.
Technical Solution and Ability to Meet District Needs	25%	Proposed LED lighting system, photometric design, ability to achieve 50 FC infield / 30 FC outfield, uniformity, glare control, compatibility with existing poles, energy efficiency, and mobile/web-based lighting controls.
Warranty, Service and Long-Term Support	15%	Length and extent of warranty coverage, parts and labor, equipment/lift costs, service availability, response times, controls support, and long-term maintenance requirements.
Experience, Qualifications and Past Performance	10%	Experience with comparable athletic-field lighting projects, qualifications of personnel, contractor reputation, references, and history of successful project completion
Project Schedule and Completion Plan	10%	Equipment availability, proposed installation schedule, staffing, project coordination, commissioning, and ability to meet the February 1, 2027, completion deadline.
TOTAL	100%	

Each criterion will be rated by assigning a point value between 1 (not acceptable/poor) and 10 (excellent). Each point value will then be multiplied by its assigned weighted value to produce a weighted score for that criterion. The weighted scores will be totaled to determine each proposer's overall evaluation score.

The Owner may seek clarifications, check references, and conduct discussions or negotiations as permitted by applicable law. Award is subject to approval by the Everman ISD Board of Trustees. Lowest price alone does not determine selection.

7. GENERAL CONDITIONS

- Contractor shall comply with applicable laws, codes, licensing, permits, and safety requirements and coordinate field access, outages, deliveries, and work hours with the Owner.
- No work may begin until contract execution and written authorization/notice to proceed. Contractor shall furnish required insurance and statutory performance/payment bonds, as applicable.
- The Owner may reject any or all proposals and waive minor informalities to the extent permitted by law. Proposal preparation costs are the proposer's responsibility.
- Contractor shall coordinate with the Owner and any designated architect, engineer, or project representative; such oversight does not relieve contractor of contractual responsibilities.
- Proposal prices shall remain valid for [90] days after opening unless the final solicitation specifies otherwise.

YOU MUST AGREE WITH ALL OF THE FOLLOWING STATEMENTS:

1. Notwithstanding any provision(s) of the Agreement, the Parties agree that the School is immune from any tort claims under the Texas Tort Claims Act and has no legal liability for claims, damages, or injuries of the Contractor or Staff under the Agreement. The Parties agree that any provisions of the Agreement to the contrary are void and without effect.
2. Pursuant to Texas Government Code Ann. Chapter 2252, Subchapter F "Prohibition on Contracts with Certain Companies," the contractor verifies by its signature below that it is not a foreign terrorist organization identified on the list prepared and maintained by the Texas Comptroller of Public Accounts, or any other list prepared and maintained pursuant to Section 806.051, 807.051, or 2252.153 of the Texas Government Code. Any contract entered into by the School is void if the Contractor is included in the Comptroller's list, or any other applicable list as set forth above.
3. Pursuant to Texas Government Code, Chapter 2271, as amended, if Contractor is a for-profit 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 (specifically excluding sole proprietorships) that exists to make a profit which has ten (10) or more full-time employees and the value of the Agreement with the School is \$100,000 or more, the Contractor verifies by its signature below that it does not boycott Israel and will not boycott Israel during the term of the Agreement.
4. Pursuant to Texas Government Code Ann. Chapter 2273, the Contractor verifies by its signature below that it is not an abortion provider or an affiliate of abortion providers, whereby the provider or affiliate receives something of value derived from state or local tax revenue. Any contract entered into by the School is void if the Contractor has such a prohibited affiliation or contractual relationship.

5. Pursuant to Texas Government Code, Chapter 2274, if Contractor has ten (10) or more full-time employees, is not a sole proprietorship, and the Contractor will receive, wholly or partly from public funds of the District, \$100,000 or more, Contractor certifies by its signature below that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, as defined by Texas Government Code Ann. Chapter 2274, and will not enact any such policy during the term of any contract with the School, unless excepted from that law.
6. As required by Texas Government Code Ann. Chapter 2276, if Contractor has ten (10) or more full-time employees, is not a sole proprietorship, and the Contractor will receive, wholly or partly from public funds of the School, \$100,000 or more, Contractor certifies by its signature below that it does not boycott energy companies and will not boycott energy companies during the term of any contract with the School, unless excepted by that law.
7. Pursuant to Texas Education Code section 11.067, Contractor certifies by its signature below that it has not given or promised a gift of in-kind services valued at more than \$250 to any member of the Board or governing body of the School, and that no member of the Board or governing body of the School owns more than ten (10) percent of Contractor's voting interest, nor has a direct or indirect ownership interest in Contractor representing more than ten (10) percent of Contractor's profits, proceeds, or capital gains.
8. Notwithstanding any provision(s) of the Agreement with respect to Confidential Information, Contractor acknowledges and agrees that School is subject to and must comply with the Texas Public Information Act, Chapter 552, Texas Government Code, as amended.
9. Pursuant to Texas Education Code section 11.005, Vendor acknowledges by its signature below that this Agreement is subject to termination if the District contractor intentionally or knowingly engages in diversity, equity, and inclusion (DEI) duties or assigns DEI duties to another individual. "Diversity, equity, and inclusion duties" shall have the meaning assigned in Texas Education Code section 11.005. A copy of Board Policies CJ (LOCAL) and BT (LEGAL) are electronically provided at [Policy Code CJ – Contracted Services – Everman ISD Board Policy Manual - Policy Online](#) and [Policy Code BT – Prohibition on Diversity, Equity, and Inclusion Activities – Everman ISD Board Policy Manual - Policy Online](#), respectively. Upon request, a physical copy is provided at 1520 E Everman Parkway, Fort Worth, TX 76140.

10. Pursuant to Texas Education Code section 28.0022, Vendor acknowledges by its signature below that a district contractor is prohibited from, and will be terminated for, intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law. A copy of Board Policies CJ (LOCAL) and EMB (LEGAL) are electronically provided at [Policy Code CJ – Contracted Services – Everman ISD Board Policy Manual - Policy Online](#) and [Policy Code EMB – Miscellaneous Instructional Policies: Teaching About Controversial Issues – Everman ISD Board Policy Manual - Policy Online](#), respectively. Upon request, a physical copy is provided at 1520 E Everman Parkway, Fort Worth, TX 76140.

ATTACHMENT A — PROPOSAL AND PRICE FORM

Information	Response
Proposing company / contact	_____
Base turnkey lump-sum proposal	\$ _____
Total controls/software fees, years 1–10	\$ _____
Lead time / installation duration	_____
Proposed final completion date	_____
Warranty term and service contact	_____
Exceptions / allowances attached?	Yes / No
Addenda acknowledged	_____
Authorized name / title	_____
Signature / date	_____

ATTACHMENT B — CONTRACTOR QUESTIONNAIRE

QUESTIONNAIRE

Proposals shall include the information requested in this questionnaire in the sequence and format prescribed. Each section is associated with the published evaluation criteria. Failure to provide requested information may result in a reduction of points or disqualification, as permitted by applicable law.

Supplemental materials providing additional information may be attached if limited to three (3) pages, excluding required photometric plans, technical specifications, warranty documentation, price forms, and other required attachments.

1. Organization

- 1.1 Name of firm; principal office address; telephone; business organization type (corporation, partnership, individual, joint venture, other); year founded; and primary contact.
- 1.2 How many years has your organization been in business in its current capacity?
- 1.3 How many years has your organization operated under its present name? List any former names.
- 1.4 If a corporation, provide incorporation date/state and names of the president, vice presidents, secretary, and treasurer.
- 1.5 If a partnership, provide formation date, partnership type, and general partners.
- 1.6 If individually owned, provide organization date and owner name.
- 1.7 If another organization type, describe it and identify principals.

- 1.8 Does your company principally work in the Greater Fort Worth area?
- 1.9 Complete the Owner-provided felony conviction notification (Attachment C) and other required certifications.
- 1.10 List jurisdictions and trades in which your organization is qualified to do business and applicable Texas registration/license numbers; identify the electrical contractor.
- 1.11 List jurisdictions where your partnership or trade name is filed.

2. Experience

- 2.1 List comparable athletic-field LED lighting installations or retrofits completed during the past five years, particularly projects retaining existing poles. Include owner, location, scope, completion date, approximate contract value, and owner contact.
- 2.2 What percentage of your work over the past five years has been for public school districts?
- 2.3 What percentage of work over the past ten years has been for repeat clients?
- 2.4 Claims and suits: Attach explanations if applicable. (a) Has your organization failed to complete awarded work? (b) Are there pending or outstanding judgments, material claims, arbitrations, or lawsuits involving your organization or its officers?

3. Project Methodology and Technical Approach

- 3.1. Describe how you will inspect existing poles, crossarms, electrical infrastructure, and site conditions and develop a complete retrofit meeting the Owner's 50/30 foot-candle objectives.
- 3.2. Explain proposed fixtures, photometric verification, glare/spill control, electrical work, demolition/disposal, installation, aiming, commissioning, and controls (mobile app and web access). Include required technical plans as separate attachments.

4. Personnel

- 4.1. Identify the project manager, installation supervisor, licensed electrical contractor, and key subcontractors assigned to this project. Provide brief qualifications and relevant project experience.

5. Reputation and References

- 5.1 For the comparable projects listed in Section 2, provide at least three owner references with contact names, telephone numbers, and email addresses. Public school or comparable athletic facilities are preferred.

6. Warranty, Service, and Long-Term Support

- 6.1. Describe warranty terms for fixtures, drivers, controls, and lighting performance, and state whether labor, lifts, travel, parts, freight, and service calls are covered.
- 6.2. Identify service provider, response process and anticipated response times. Itemize all cloud, cellular, software, subscription, and support fees for years 1–10.

7. Project Schedule and Completion

- 7.1 Provide equipment lead times, proposed mobilization, installation, testing, commissioning, and training schedule. Explain how final completion by February 1, 2027 will be achieved.

End of Questionnaire

ATTACHMENT C — REQUIRED DISTRICT FORMS

- Vendor Packet 2026
- W9
- Everman ISD Sales Tax Exemption Certificate



Everman Independent School District

One Goal... One Purpose... Student Success

Notice to Prospective and Current Vendors:

Everman ISD requires all of our active vendors to complete updated vendor paperwork every five years. If you have any changes in address, contact information, or ACH information (if opted in), new forms must be updated immediately. If you are unsure if you need to submit updated documents, please email businessoffice@eisd.org.

Required Vendor Forms

If there are changes to any information on these forms before the required 5 years, then a new form must be submitted immediately.

W-9

Vendor Information Form

Felony Conviction Form

Terrorism & Israel Certification

Payment Selection Form

Conflict of Interest

Sincerely,

Michelle Salazar

Michelle Salazar
Chief Financial Officer
Everman Independent School District



Everman Independent School District

1520 E. Everman Pkwy, Fort Worth, Texas 76140 *Phone 817-568-3500 *Fax 817-568-3508

Vendor Information Form

Notice to Vendors:

1. Vendors will not be placed on the approved vendor list until Business Manager approves.
2. Everman ISD requires our staff to obtain an approved purchase order regardless of payment method by the vendor.
3. All invoices must reflect the purchase order number and must be mailed to address above, faxed, or emailed to the Everman Business Office c/o businessoffice@eisd.org.
4. All payments are net 30 days after receipt of the goods and/or services.
5. All Vendor information must be updated every 5 years or as changes arise.
6. Complete all required fields (*)

*Name of Vendor: _____

If your company is a branch of another company, please list that company's name below (Doing business as):

*Please select one that applies: New Vendor ☐ Revisions ☐

*Contact Person: _____

*Address: _____

*City: _____ *State: _____ *Zip Code: _____

Remittance Address if different: _____

City: _____ State: _____ Zip Code: _____

*Phone Number: _____ Fax Number: _____

*Email: _____ Company Website: _____

*Purchasing Cooperative Affiliations (If applicable): _____

Contract number and Expiration Date: _____

Product Category: _____

District Personnel with whom you are working with: _____

- ❖ W-9
- ❖ Payment Selection Form
- ❖ Felony Conviction Form
- ❖ Terrorism & Israel Certification
- ❖ Conflict of Interest

ITEMS LISTED BELOW MUST BE ATTACHED TO FORM

*Certification Statement

Vendor certifies that it or its designated representatives are not suspended or debarred from doing business with the federal government as listed on the SAM Debarred List.

Printed Name

Signature

Date



Automated Clearing House Agreement (ACH) FORM

Everman Independent School District

1520 Everman Parkway, Fort Worth, TX 76140

(817) 568-3500

PLEASE READ ENTIRE FORM

Everman ISD is now offering payment by ACH direct deposit to all vendors to increase efficiency and improve the quality of services. Payments by ACH are deposited directly into your bank account. ACH is not required. If you would like to receive payment by check please select the "check" box and leave the rest of the form blank. If you would like to opt in for ACH please complete the form entirely and return to the Business Office by mail to address above, Attention: Purchasing, or email to businessoffice@eisd.org. To help protect any sensitive information via email, we do encourage you to send this form as encrypted or password protected. A staff member with EISD must call and verify the information on the form via telephone to complete set-up.

*PLEASE SELECT PAYMENT METHOD: ☐ CHECK (Only Complete Vendor Name)

☐ ACH (complete entire form)

It is the responsibility of the vendor to ensure information is accurate. Inaccurate information may delay receipt of funds.

Original Request: ☐

Change Request: ☐

Termination Request: ☐

*Vendor Name:

*Address:

*City/State/Zip:

*Phone:

*Last 4 digits of EIN or SSN (to verify vendor identification):

*Email Address for Notification of Deposit (required):

Section 2 – Bank Account Information (contact bank ACH department for correct routing number)

*Financial Institution Name:

*Financial Institution Address:

*Routing Number for ACH:

*Vendor's Bank Account Number:

*Type of Account: Checking: ☐ Savings: ☐

*Section 3 – Authorization

I authorize Everman ISD to credit my account with the above-named financial institution. If the district should erroneously deposit funds into my account, upon notification by the district I will authorize the necessary debit entries to correct the error, not to exceed the amount deposited in error.

This authorization will remain in effect until the district has received written notification to terminate. A new authorization form must be completed if the above-name bank account is closed, or if vendor wished to designate a new bank account to receive funds. Failure to notify Everman ISD of a closed account will cause a delay in receiving payments.

Print Name:

Title:

Signature:

Date:

For Office Use Only

Reviewed and Approved:

Entered into Ascender:

Date:

Date:

Everman Independent School District
608 Townley Dr, Everman, Texas 76140 *Phone 817-568-3500 *Fax 817-568-3508

FELONY CONVICTION NOTIFICATION The Texas Education Code, Section 44.034(a) states that 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 the felony.

Furthermore, Section 44.034(b) states that 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.

Lastly, Section 44.034 (c) states that this section does not apply to a publicly held corporation.

*Must make a selection

- ☐ My firm is a publicly held corporation; therefore this requirement is not applicable (Only select if you sell stock in the stock market, if yes, what is your CUSIP #_____)
- ☐ My firm is not owned nor operated by anyone who has been convicted of a felony.
- ☐ My firm is owned or operated by the following individual(s) who has/have been convicted of a felony (If selected, please list Name(s) and reason below):

Name: _____
Description of conduct resulting in a felony: _____

Name: _____
Description of conduct resulting in a felony: _____

Name: _____
Description of conduct resulting in a felony: _____

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony conviction has been received by me and that the information furnished above is true to the best of my knowledge.

*Vendor's Name: _____

*Authorized Company Official's Name: _____

*Authorized Company Official's Title: _____

*Date

*Signature

EVERMAN INDEPENDENT SCHOOL DISTRICT

1520 E. Everman Parkway

Fort Worth, TX 76140

Certifications Required as of September 01, 2017

CERTIFICATION REGARDING TERRORIST ORGANIZATIONS &

BOYCOTTING OF ISRAEL

[Govt Code 808 (HB89) and Govt Code 2252 (SB252)]

Vendor hereby certifies that it is not a company identified on the Texas Comptroller's list of companies known to have contracts with, or provide supplies or services to, a foreign organization designated as a Foreign Terrorist Organization by the U.S. Secretary of State.

Vendor further certifies and verifies that neither Vendor, nor any affiliate, subsidiary, or parent company of Vendor, if any (the "Vendor Companies"), boycotts Israel, and Vendor agrees that Vendor and Vendor Companies will not boycott Israel during the term of this Agreement.

For purposes of this Agreement, the term "boycott" shall mean and include terminating business activities or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory. See Texas Government Code 2270.808 and 2252.151-2252.154

***Proposer Certification (Terrorist Organizations & Boycotting of Israel)**

YES, I agree to the above ☐ Initials of Authorized Representative of Vendor

NO, I do NOT agree to the above ☐ Initials of Authorized Representative of Vendor

*Company Name _____

*Address, City, Zip _____

*Phone _____ Fax _____

*Printed Name of Authorized Representative _____

*Email Address _____

*EIN or SSN# _____

*Signature of Authorized Representative _____ *Date _____

EISD PURCHASING OFFICE (INTERNAL REVIEW):

Comptroller List was reviewed and The Vendor (IS) (IS NOT) on the lists (Circle one).

Verified by: (Name and Date):

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

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

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

OFFICE USE ONLY

Date Received

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

The individual of Company doing Business with EISD

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

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

Name of Local Official or employee with whom the vendor has a family or business affiliation, if there is not conflict, leave blank or enter N/A

Name of Officer

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

Specific yes/no checks regarding receipt of taxable income and employment relationships from the officer. If you have no relationships and the field above "Name of Officer is blank, you should answer "No" to both.

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

If a relationship exist, describe the nature of relationship. If no relationship exist, leave blank or enter N/A

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

7

Name of signatory

Signature

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

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Name of Officer

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

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

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

7

*Name of signatory

*Signature

*Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;
or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-					
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual	Individual/sole proprietor or single-member LLC
• Sole proprietorship, or	
• Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	
• LLC treated as a partnership for U.S. federal tax purposes,	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or	
• LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are **exempt from backup withholding and/or FATCA reporting**, enter in the **appropriate space** on line 4 any **code(s)** that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- **Except** as provided below, corporations are **exempt from backup withholding** for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or an individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN.
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Texas Sales and Use Tax Exemption Certification

This certificate does not require a number to be valid.

Name of purchaser, firm or agency EVERMAN ISD	
Address (Street & number, P.O. Box or Route number) 1520 E. EVERMAN PARKWAY	Phone (Area code and number) 817-568-3500
City, State, ZIP code FORT WORTH, TX 76140	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: _____

Street address: _____ City, State, ZIP code: _____

Description of items to be purchased or on the attached order or invoice:

Purchaser claims this exemption for the following reason:

PUBLIC SCHOOL DISTRICT

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here Purchaser Felicia Donaldson	Title Superintendent	Date 1-12-2026
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NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.

THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier.
Do not send the completed certificate to the Comptroller of Public Accounts.