



Company Name:

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**TARRANT COUNTY**  
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.  
PURCHASING AGENT

CHRIS LAX, CPSM, CPSD, CPCP  
ASSISTANT PURCHASING AGENT

**RFB NO. 2023-085**

**REQUEST FOR BID  
FOR  
ANNUAL CONTRACT  
FOR  
PRISONER EXTRADITION SERVICES**

**BIDS DUE MARCH 9, 2023  
2:00 P.M. CST**

**RFB NO. 2023-085**

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# ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

## PRE-BID CONFERENCE

All Bidders are encouraged to attend a Pre-Bid Conference to be held:

**TUESDAY, FEBRUARY 21, 2023, AT 2:00 P.M., CST**

TARRANT COUNTY ADMINISTRATION BUILDING  
100 E. WEATHERFORD ST., SUITE 303  
PURCHASING DEPT.CONFERENCE ROOM  
FORT WORTH, TX 76196

JOIN FROM YOUR COMPUTER,  
TABLET OR SMARTPHONE. **AFTER  
THE RSVP DEADLINE, A  
GOTOMEETING INVITATION WILL  
BE SENT TO PARTICIPANTS.** Get  
the app now and be ready when your  
first meeting starts:  
<https://meet.goto.com/install>

*TARRANT COUNTY WILL NOT PROVIDE COPIES OF RFB DOCUMENTS. PLEASE DOWNLOAD  
AND PRINT PRIOR TO MEETING*

**RSVP:** Vendors planning to attend the Pre-Bid Conference must RSVP to Niki Jones, Senior Buyer, via fax 817-884-2629 or, if unable to fax, email to: [BidQuestions-RSVP@tarrantcounty.com](mailto:BidQuestions-RSVP@tarrantcounty.com) by 5:00 p.m., CST, Friday, February 17, 2023. Confirmed receipt by Tarrant County of this email is required.

**Questions from vendors will be addressed at the pre-bid conference. Any vendor who submits a bid without attending the scheduled pre-bid conference does so at his own risk. Such applicant who submits a bid and does not attend the scheduled pre-bid conference waives any right to assert claims due to undiscovered conditions.**

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

Tarrant County is requesting bids for the **ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES** for the **SHERIFF'S OFFICE**. All bids must be submitted on the attached Price Forms. Tarrant County will not enter into any contract where the cost is provisional upon such clauses as "escalator" or "cost-plus" clauses.

**Original and One (1) Copy**  
OF  
COMPLETED BID PROPOSALS  
MUST BE RECEIVED IN THE  
TARRANT COUNTY PURCHASING DEPARTMENT  
AT 100 E. WEATHERFORD, SUITE 303  
FORT WORTH, TEXAS 76196-0104  
ON OR BEFORE MARCH 9, 2023 AT 2:00 P.M. CST

**All bids are due in the Tarrant County Purchasing Department by the due date in sealed envelopes or boxes.** All bids must be clearly marked with the Bid Number, the name of the company submitting the bid, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt. The original bid must be clearly marked "ORIGINAL" and contain all original signatures. "No-Bid" Response to be returned on the form included in the section under Forms.

**Any bid received after the date and/or hour set for bid opening will not be accepted. The Bidder will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at Bidder's expense, or destroyed with written authorization of the Bidder.** If bids are sent by mail to the Tarrant County Purchasing Department, the Bidder shall be responsible for actual delivery of the bid to the Tarrant County Purchasing Department before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be disposed of as authorized.

Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by Bidder guaranteeing authenticity. After the official opening, bids become the property of Tarrant County and may not be amended, altered or withdrawn without the recommendation of the Tarrant County Purchasing Agent and the approval of Tarrant County Commissioners' Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in this bid. Tarrant County is not exempt from Surplus Lines Tax or Texas Stamping Tax.

Tarrant County reserves the right to accept or reject in part or in whole any bids submitted and to waive any technicalities for the best interest of Tarrant County.

**No oral explanation or instructions will be given by Tarrant County officials or employees in regard to the meaning of the specifications before the award of the contract unless authorized by the Tarrant County Purchasing Agent or their designee. Requests from interested bidders for additional information or interpretation of the information included in the specifications should be directed in writing, via fax or via email, to:**

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

NIKI JONES, SENIOR BUYER

FAX: 817-884-2629

EMAIL: [BidQuestions-RSVP@tarrantcounty.com](mailto:BidQuestions-RSVP@tarrantcounty.com)

All documents relating to the RFB, including but not limited to, the RFB document, questions and responses, addenda and special notices will be posted under the RFB number on the Tarrant County website and available for download by Bidders and other interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. **It is the Bidder's sole responsibility to review this site and retrieve all related documents up to the RFB due date.**

The deadline for receipt of all questions is 12:00 p.m., CST, Thursday, February 23, 2023. After this deadline, all questions and responses will be posted on the website and available for download by interested parties.

All questions **must** be submitted in writing and directed to Niki Jones, Senior Buyer, via fax at **817-884-2629** or, if unable to fax, emailed to:

[BidQuestions-RSVP@tarrantcounty.com](mailto:BidQuestions-RSVP@tarrantcounty.com)

**Faxed Questions:** Faxed questions **must** reflect the RFB number **or** include the RFB cover page.

**Emailed Questions:** The email **must** include the RFB No. in its subject and confirmation of receipt by Tarrant County is **required**.

All bids shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of bid. County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Bids which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Tarrant County Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

**Invoices** shall be sent directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196, or email to [SAP-invoices@tarrantcounty.com](mailto:SAP-invoices@tarrantcounty.com). In accordance with the Prompt Payment Act, it is the intention of Tarrant County to make payment on completed orders within thirty (30) days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

**Continuing non-performance** of the Vendor in terms of Specifications shall be a basis for the termination of the contract by Tarrant County. Tarrant County shall not pay for work, equipment, or supplies which are unsatisfactory. The Vendor will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

The **contract may be terminated** by either party upon written thirty (30) day notice prior to cancellation.

Bids will be considered non-responsive if they show any omissions, alteration of form, additions or conditions not called for, or inconsistencies of any kind. However, Tarrant County reserves the right to waive any inconsistencies and to make an award in the best interest of Tarrant County.

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

Bids may be rejected, among other reasons, for any of the following specific reasons:

1. Bids containing any inconsistencies.
2. Unbalanced value of any items.

Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Bidders.
2. Reasonable grounds for believing that any Bidder is interested in more than one (1) Bid for the work contemplated.
3. Bidder being interested in any litigation against Tarrant County.
4. Bidder being in arrears on any existing contract or having defaulted on a previous contract.
5. Lack of competency as revealed, including but not limited to, by a financial statement, experience and equipment and questionnaires.
6. Uncompleted work, which in the judgment of Tarrant County, will prevent or hinder the prompt completion of additional work, if awarded.
7. Bidders shall not owe delinquent property tax in Tarrant County.
8. Limited competition.

**It is the Bidders' sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive.** Failure to complete and submit all required forms, including but not limited to References, Compliance With Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of the entire bid.

**CONFIDENTIALITY:** Any material that is to be considered confidential must be clearly marked as such and shall be treated as confidential to the extent allowable under Section 552.136, Texas Government Code. Notice will be sent to you pursuant to Section 552.305 of the Texas Government Code should Tarrant County receive an open records request to inspect your bid. This notice will allow you to assert any objections to the release of confidential information in response to an open records request. It is your responsibility to assert any objections to the release of your bid in response to an open records request. Tarrant County cannot argue on your behalf that the information contained in your bid is exempt from public release. Trade secrets or confidential information **MUST** be placed in a separate envelope marked **"CONFIDENTIAL INFORMATION."** Note: **PRICING INFORMATION IS NOT CONSIDERED CONFIDENTIAL AND IF MARKED AS SUCH, WILL RESULT IN REJECTION OF YOUR BID.**

Due care and diligence have been used in the preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the Bidder. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the Bidder to determine the full extent of the exposures.

Vendor may not assign their rights and duties under an award without the written consent of the Tarrant County Purchasing Agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

TO THE EXTENT PERMITTED BY LAW, VENDOR AGREES TO DEFEND, INDEMNIFY AND HOLD TARRANT COUNTY, ITS OFFICIALS, AGENTS, SERVANTS, AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS AND EXPENSES OF ANY KIND, INCLUDING BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO OWNER'S BUSINESS AND ANY RESULTING LOST PROFITS), EMPLOYMENT MATTERS, AND/OR PERSONAL INJURY, INCLUDING DEATH, THAT MAY RELATE TO OR ARISE OUT OF OR BE OCCASIONED BY (I) VENDOR'S BREACH OF ANY OF THE TERMS OF PROVISIONS OF THIS AGREEMENT OR (II) ANY NEGLIGENT ACT OR OMISSION OR INTENTIONAL MISCONDUCT OF VENDORS, ITS OFFICERS, AGENTS, ASSOCIATES, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS, RELATED TO THE PERFORMANCE OF THIS AGREEMENT.

VENDOR(S) WILL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL LAWS INCLUDING BUT NOT LIMITED TO THE AMERICANS WITH DISABILITIES ACT, TITLE VII OF THE CIVIL RIGHTS OF 1964, AGE DISCRIMINATION IN EMPLOYMENT ACT, CIVIL RIGHTS ACT OF 1991, FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA), FAIR LABOR STANDARDS ACT, EQUAL PAY ACT OF 1963 AND THE AFFORDABLE HEALTH CARE ACT, AS TO TREATMENT AND COMPENSATION OF ITS EMPLOYEES.

VENDOR(S) WILL PREPARE PAYROLL CHECKS, MAKE ALL NECESSARY DEDUCTIONS, AND PAY ALL TAXES, AND MAINTAIN INSURANCE REQUIRED BY FEDERAL, STATE, AND LOCAL LAWS. THE SUCCESSFUL VENDOR ACCEPTS FULL RESPONSIBILITY FOR THE PAYMENT OF WAGES, COMPENSATION, OVERTIME AND BENEFITS TO PERSONNEL. VENDOR ACCEPTS RESPONSIBILITY FOR PAYMENT OF ALL TAXES, ASSESSMENTS, FEES, AND FINES THAT MAY BE DUE AND OWING TO ANY LOCAL, STATE OR FEDERAL GOVERNMENT AGENCIES.

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**SPECIAL TERMS AND CONDITIONS OF THE CONTRACT**

1. **CONTRACT TERMS:** Vendor(s) will be awarded a twelve (12) month contract, effective from the date of award or notice to proceed as determined by the Tarrant County Purchasing Department. At Tarrant County's option and approval by the Vendor, the contract may be renewed for two (2) additional twelve (12) month periods, as further explained in Renewal Options. **Prices must remain firm for the entire contract.**
  
2. **RENEWAL OPTIONS:** Tarrant County reserves the right to exercise an option to renew the contract of the Vendor for two (2) additional twelve (12) month periods, provided such option is stipulated and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. Required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option or seek a new solicitation.
  
3. **SECONDARY/ALTERNATE AWARD:** Secondary or Alternate Vendors serve in a backup capacity only. In the event the Primary is unable to honor the terms and conditions of the contract, the Secondary Vendor(s) may be called. If the Secondary Vendor is unable to honor the terms and conditions of the contract the Alternate Vendor(s) may be called. The Primary Vendor is the first contact. Use of the Secondary or Alternate Vendor(s) must be approved, in writing, by the Tarrant County Purchasing Agent or his designee in compliance with Texas Local Government Code 262.027(g).
  - A. In the event the Secondary or Alternate Vendors are called upon, they will offer the materials and services at their awarded price(s), or better. Any attempt to increase their awarded price(s) may cause the removal of the Vendor from the contract. Calling upon the Secondary or Alternate Vendors does not necessarily affect the status of any awarded Vendor, including the Primary Vendor.
  - B. If a Secondary or Alternate Vendor represents themselves as the Primary Vendor without written authorization from the Tarrant County Purchasing Agent, or his designee, the Secondary or Alternate Vendor may be removed from the contract.
  - C. Would you, as the Vendor, be willing to accept a Secondary or Alternate Award based on the above?

\_\_\_\_\_Yes    \_\_\_\_\_No



**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**SPECIAL TERMS AND CONDITIONS OF THE CONTRACT**

4. **COOPERATIVE PURCHASING:** Tarrant County has the lead role in developing and encouraging Cooperative Purchasing efforts among governmental entities that participate in its Cooperative Purchasing Program. Cooperative Purchasing can be a great benefit to Tarrant County vendors by providing an avenue to offer materials and services to participating entities. A current list of participating entities is included in this solicitation and an up-to-date list can be found on the Tarrant County website.

A. Should other Governmental Entities decide to participate in this contract, would you, as the Vendor, agree that all terms, conditions, specifications, and pricing would apply? **A "NO" answer could result in complete rejection of the bid.**

\_\_\_\_\_ Yes      \_\_\_\_\_ No

1) If you, the Bidder, checked Yes, the following will apply:

- a) Governmental Entities utilizing Intergovernmental Contracts with Tarrant County will be eligible, but not obligated, to purchase materials and services under the contract(s) awarded because of the solicitation. All purchases by Governmental Entities other than Tarrant County will be billed directly to that Governmental Entity and paid by that Governmental Entity. Tarrant County will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material and services as needed.
- b) Delivery to governmental entities located within Tarrant County will be at no charge or as otherwise provided for in the Award Document. Delivery charges, if any, for governmental entities located outside Tarrant County shall be negotiated between the Vendor and each governmental entity.
- c) Tarrant County utilizes County Purchase Orders as its primary means of encumbering funds and pays for goods and services utilizing Vendor invoices. In the event Governmental Entities utilizing InterGovernmental Contracts use other payment methods, including but not limited to, purchasing cards, debit cards, check requests or other methods which cause the Vendor to incur service, processing, or other fees, these fees are the responsibility of that Governmental Entity, unless otherwise negotiated with the Vendor.
- D) Vendor(s) awarded contract(s) resulting from bid will be responsible for providing to Tarrant County, at no additional charge, a complete list of all governmental entities currently utilizing the contract and their annual expenditures. This information should be provided ninety (90) days prior to the expiration of the contract, or as otherwise requested by Tarrant County.

# ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

## Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

<ol style="list-style-type: none"> <li>1. ALAMO COMMUNITY COLL DISTRICT</li> <li>2. ALAMO HEIGHTS ISD</li> <li>3. ALEDO ISD</li> <li>4. ALLEN ISD</li> <li>5. ALVARADO ISD</li> <li>6. ALVORD ISD</li> <li>7. ANNA FIRE DEPARTMENT</li> <li>8. ANDERSON COUNTY</li> <li>9. ANDREWS COUNTY</li> <li>10. ARANSAS COUNTY</li> <li>11. ARGYLE ISD</li> <li>12. ARLINGTON ISD</li> <li>13. ARMSTRONG COUNTY</li> <li>14. ASPERMONT ISD</li> <li>15. ATASCOSA COUNTY</li> <li>16. AUBREY ISD</li> <li>17. AZLE ISD</li> <li>18. BAILEY COUNTY</li> <li>19. BASTROP COUNTY</li> <li>20. BASTROP ISD</li> <li>21. BEAUMONT ISD</li> <li>22. BELL COUNTY</li> <li>23. BENBROOK WATER AUTHORITY</li> <li>24. BETHANY SPEC UTILITY DIST</li> <li>25. BEXAR COUNTY</li> <li>26. BEXAR COUNTY ESD No. 2</li> <li>27. BIRDVILLE ISD</li> <li>28. BLUE RIDGE FIRE DEPARTMENT</li> <li>29. BOSSIER PARISH SHERIFF'S OFFICE</li> <li>30. BOSQUE COUNTY</li> <li>31. BRANCH FIRE DEPARTMENT</li> <li>32. BRAZORIA COUNTY</li> <li>33. BRAZOS COUNTY</li> <li>34. BREWSTER COUNTY</li> <li>35. BRIAR VOLUNTEER FIRE DEPT.</li> <li>36. BROOKS CNTY CNSTBLS. PRECS 1-4</li> <li>37. BROWN COUNTY</li> <li>38. BULVERDE POLICE DEPARTMENT</li> <li>39. BURNET COUNTY</li> <li>40. BYNUM ISD</li> <li>41. CAMERON COUNTY</li> <li>42. CANTON ISD</li> <li>43. CANYON ISD</li> <li>44. CARROLL ISD</li> <li>45. CARROLLTON-FARMERS BRANCH ISD</li> <li>46. CASTLEBERRY ISD</li> <li>47. CEDAR HILL ISD</li> <li>48. CHAMBERS COUNTY</li> <li>49. CHEROKEE COUNTY</li> <li>50. CITY OF ALEDO</li> <li>51. CITY OF ALLEN</li> <li>52. CITY OF ALVORD</li> <li>53. CITY OF AMARILLO</li> <li>54. CITY OF ANDREWS</li> <li>55. CITY OF ANGLETON</li> <li>56. CITY OF ANNA</li> <li>57. CITY OF ARLINGTON</li> <li>58. CITY OF ATHENS</li> <li>59. CITY OF AUBREY</li> <li>60. CITY OF AUSTIN</li> <li>61. CITY OF AZLE</li> <li>62. CITY OF BALCH SPRINGS</li> <li>63. CITY OF BANGS</li> <li>64. CITY OF BASTROP</li> </ol>	<ol style="list-style-type: none"> <li>65. CITY OF BAYTOWN</li> <li>66. CITY OF BEDFORD</li> <li>67. CITY OF BELLMEAD</li> <li>68. CITY OF BELLS</li> <li>69. CITY OF BENBROOK</li> <li>70. CITY OF BIG SPRING</li> <li>71. CITY OF BLUE MOUND</li> <li>72. CITY OF BONHAM</li> <li>73. CITY OF BOVINA</li> <li>74. CITY OF BOWIE</li> <li>75. CITY OF BOYD</li> <li>76. CITY OF BRADY</li> <li>77. CITY OF BRIDGE CITY</li> <li>78. CITY OF BRIDGEPORT</li> <li>79. CITY OF BROWNWOOD</li> <li>80. CITY OF BRYAN</li> <li>81. CITY OF BUDA</li> <li>82. CITY OF BURKBURNETT</li> <li>83. CITY OF BURLESON</li> <li>84. CITY OF CADDO MILLS</li> <li>85. CITY OF CANTON</li> <li>86. CITY OF CARROLLTON</li> <li>87. CITY OF CASTLE HILLS</li> <li>88. CITY OF CEDAR HILL</li> <li>89. CITY OF CEDAR PARK</li> <li>90. CITY OF CELESTE</li> <li>91. CITY OF CELINA</li> <li>92. CITY OF CIBOLO</li> <li>93. CITY OF CLEBURNE</li> <li>94. CITY OF COCKRELL HILL</li> <li>95. CITY OF COLLEYVILLE</li> <li>96. CITY OF COLUMBUS</li> <li>97. CITY OF COLORADO CITY</li> <li>98. CITY OF COMBINE</li> <li>99. CITY OF COMMERCE</li> <li>100. CITY OF CONVERSE</li> <li>101. CITY OF COPPELL</li> <li>102. CITY OF COPPERAS COVE</li> <li>103. CITY OF CORINTH</li> <li>104. CITY OF CORSICANA</li> <li>105. CITY OF CROWLEY</li> <li>106. CITY OF CUMBY</li> <li>107. CITY OF DALWORTHINGTON GRDN</li> <li>108. CITY OF DE LEON</li> <li>109. CITY OF DECATUR</li> <li>110. CITY OF DEER PARK</li> <li>111. CITY OF DENISON</li> <li>112. CITY OF DENTON</li> <li>113. CITY OF DESOTO</li> <li>114. CITY OF DIBOLL</li> <li>115. CITY OF DUNCANVILLE</li> <li>116. CITY OF EARLY</li> <li>117. CITY OF EASTLAND</li> <li>118. CITY OF EL PASO</li> <li>119. CITY OF ELECTRA</li> <li>120. CITY OF EMORY</li> <li>121. CITY OF ESCOBARES</li> <li>122. CITY OF EULESS</li> <li>123. CITY OF EVERMAN</li> <li>124. CITY OF FARMERS BRANCH</li> <li>125. CITY OF FARMERSVILLE</li> <li>126. CITY OF FERRIS</li> <li>127. CITY OF FLORESVILLE</li> <li>128. CITY OF FLOYDADA</li> </ol>	<ol style="list-style-type: none"> <li>129. CITY OF FOREST HILL</li> <li>130. CITY OF FORNEY</li> <li>131. CITY OF FORT WORTH</li> <li>132. CITY OF FRISCO</li> <li>133. CITY OF FULSHEAR</li> <li>134. CITY OF GAINESVILLE</li> <li>135. CITY OF GALENA PARK</li> <li>136. CITY OF GALVESTON</li> <li>137. CITY OF GANADO</li> <li>138. CITY OF GARLAND</li> <li>139. CITY OF GATSVILLE</li> <li>140. CITY OF GEORGETOWN</li> <li>141. CITY OF GLEN HEIGHTS</li> <li>142. CITY OF GODLEY</li> <li>143. CITY OF GRANBURY</li> <li>144. CITY OF GRAND PRAIRIE</li> <li>145. CITY OF GRAND SALINE</li> <li>146. CITY OF GRAPEVINE</li> <li>147. CITY OF GREENVILLE</li> <li>148. CITY OF GUN BARRELL CITY</li> <li>149. CITY OF HALTOM CITY</li> <li>150. CITY OF HARLINGEN</li> <li>151. CITY OF HASLET</li> <li>152. CITY OF HEATH</li> <li>153. CITY OF HEWITT</li> <li>154. CITY OF HITCHCOCK</li> <li>155. CITY OF HORIZON CITY</li> <li>156. CITY OF HUDSON OAKS</li> <li>157. CITY OF HUNTSVILLE</li> <li>158. CITY OF HURST</li> <li>159. CITY OF HUTCHINS</li> <li>160. CITY OF HUTTO</li> <li>161. CITY OF INGLESIDE</li> <li>162. CITY OF IRVING</li> <li>163. CITY OF ITALY</li> <li>164. CITY OF JACKSBORO</li> <li>165. CITY OF JACKSONVILLE</li> <li>166. CITY OF JONESTOWN</li> <li>167. CITY OF JEFFERSON</li> <li>168. CITY OF JUSTIN</li> <li>169. CITY OF KATY</li> <li>170. CITY OF KEENE</li> <li>171. CITY OF KELLER</li> <li>172. CITY OF KENNEDALE</li> <li>173. CITY OF KERMIT</li> <li>174. CITY OF KILLEEN</li> <li>175. CITY OF KINGSVILLE</li> <li>176. CITY OF KRUM</li> <li>177. CITY OF KYLE</li> <li>178. CITY OF LAFERIA</li> <li>179. CITY OF LA GRULLA</li> <li>180. CITY OF LA VERNIA</li> <li>181. CITY OF LAKE DALLAS</li> <li>182. CITY OF LAKE WORTH</li> <li>183. CITY OF LANCASTER</li> <li>184. CITY OF LAREDO</li> <li>185. CITY OF LEAGUE CITY</li> <li>186. CITY OF LEANDER</li> <li>187. CITY OF LEWISVILLE</li> <li>188. CITY OF LINDALE</li> <li>189. CITY OF LITTLE ELM</li> <li>190. CITY OF LITTLEFIELD</li> <li>191. CITY OF LIVE OAK</li> <li>192. CITY OF LUBBOCK</li> </ol>
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# ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

## Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

193.	CITY OF LUCAS	256.	CITY OF SPRING VALLEY VILLAGE	319.	EL PASO COUNTY
194.	CITY OF LUFKIN	257.	CITY OF SPRINGTOWN	320.	EL PASO CNTY HOSP DIST DBA...
195.	CITY OF LUMBERTON	258.	CITY OF STEPHENVILLE	321.	ELECTRA ISD
196.	CITY OF MANSFIELD	259.	CITY OF SULPHUR SPRINGS	322.	ELLIS COUNTY
197.	CITY OF MARSHALL	260.	CITY OF TAFT	323.	ERATH COUNTY
198.	CITY OF McALLEN	261.	CITY OF TAYLOR	324.	EVERMAN ISD
199.	CITY OF MCKINNEY	262.	CITY OF TEMPLE	325.	FANNIN COUNTY
200.	CITY OF MELISSA	263.	CITY OF TERRELL	326.	FARMERSVILLE ISD
201.	CITY OF MERKEL	264.	CITY OF TEXARKANA, AR	327.	FLOYD COUNTY
202.	CITY OF MESQUITE	265.	CITY OF TEXARKANA, TX	328.	FORNEY ISD
203.	CITY OF MIDLAND	266.	CITY OF THE COLONY	329.	FORT BEND COUNTY
204.	CITY OF MIDLOTHIAN	267.	CITY OF TYLER	330.	FORT BEND COUNTY ESD#2 & #7
205.	CITY OF MINEOLA	268.	CITY OF UNIVERSAL CITY	331.	FORT WORTH HOUSING AUTHORITY
206.	CITY OF MINERAL WELLS	269.	CITY OF UNIVERSITY PARK	332.	FORT WORTH ISD
207.	CITY OF MORGAN'S POINT RESORT	270.	CITY OF VAN ALSTYNE	333.	FORT WORTH TRANSP AUTHORITY
208.	CITY OF MURPHY	271.	CITY OF VENUS	334.	FRANKLIN COUNTY
209.	CITY OF NACOGDOCHES	272.	CITY OF VERNON	335.	FREESTONE COUNTY
210.	CITY OF NEDERLAND	273.	CITY OF WACO	336.	FRISCO ISD
211.	CITY OF NEW BRAUNFELS	274.	CITY OF WATAUGA	337.	GLASSCOCK COUNTY
212.	CITY OF NORTH RICHLAND HILLS	275.	CITY OF WAXAHACHIE	338.	GOLIAD COUNTY
213.	CITY OF ODESSA	276.	CITY OF WEATHERFORD	339.	GONZALES COUNTY
214.	CITY OF OVILLA	277.	CITY OF WESTWORTH VILLAGE	340.	GRAND PRAIRIE ISD
215.	CITY OF PALESTINE	278.	CITY OF WHITE SETTLEMENT	341.	GRANDVIEW POLICE DEPT.
216.	CITY OF PARKER	279.	CITY OF WHITESBORO	342.	GRAPEVINE\COLLEYVILLE ISD
217.	CITY OF PASADENA	280.	CITY OF WHITEWRIGHT	343.	GRAYSON COLLEGE
218.	CITY OF PELICAN BAY	281.	CITY OF WILLS POINT	344.	GRAYSON COUNTY
219.	CITY OF PERRYTON	282.	CITY OF WILMER	345.	GREENVILLE ISD
220.	CITY OF PHARR	283.	CITY OF WINNSBORO	346.	GREGG COUNTY
221.	CITY OF PLANO	284.	CITY OF WYLLIE	347.	GRIMES COUNTY
222.	CITY OF PORT ISABEL	285.	CLAY COUNTY	348.	GUADALUPE COUNTY
223.	CITY OF POTEET	286.	CLEAR CREEK ISD	349.	HARDIN COUNTY
224.	CITY OF POTTSBORO	287.	CLEBURNE ISD	350.	HARRIS-FORT BEND EMG Svcs Dist #100
225.	CITY OF PRINCETON	288.	COCHRAN COUNTY	351.	HARRIS COUNTY
226.	CITY OF QUINLAN	289.	COLLIN COUNTY	352.	HARRIS CTY EMG Svcs DIST. #7 ETC
227.	CITY OF RALLS	290.	COLLIN COUNTY COMM COLL DIST.	353.	HARRISON COUNTY
228.	CITY OF RED OAK	291.	COLORADO COUNTY	354.	HAWKINS ISD
229.	CITY OF RHOME	292.	COMAL COUNTY	355.	HAYS COUNTY
230.	CITY OF RICHARDSON	293.	COMMUNITY HEALTHCORE	356.	HEART OF TX REG MHMR CENTER
231.	CITY OF RICHLAND HILLS	294.	COOKE COUNTY	357.	HENDERSON COUNTY
232.	CITY OF RIO GRANDE CITY	295.	COPPELL ISD	358.	HEREFORD ISD
233.	CITY OF RIVER OAKS	296.	CORYELL COUNTY	359.	HIGHLAND PARK ISD
234.	CITY OF ROANOKE	297.	COTTONDALE VOL FIRE DEPT	360.	HILL COUNTY
235.	CITY OF ROBINSON	298.	CROWLEY ISD	361.	HOOD COUNTY
236.	CITY OF ROCKPORT	299.	DALLAS COUNTY	362.	HOPKINS COUNTY
237.	CITY OF ROCKWALL	300.	DALLAS CNTY UTIL & RECLAM. DIST.	363.	HOUSING AUTH OF CITY OF AUSTIN
238.	CITY OF ROUND ROCK	301.	DFW INT'L AIRPORT BOARD	364.	HUMBLE ISD
239.	CITY OF ROWLETT	302.	DALLAS ISD	365.	HUNT COUNTY
240.	CITY OF ROYSE CITY	303.	DAWSON COUNTY	366.	HURST EULESS BEDFORD ISD
241.	CITY OF RUNAWAY BAY	304.	DECATUR ISD	367.	HUTCHINSON COUNTY
242.	CITY OF RUSK	305.	DENISON ISD	368.	IDEA PUBLIC SCHOOLS
243.	CITY OF SACHSE	306.	DENTON COUNTY	369.	IRVING ISD
244.	CITY OF SAGINAW	307.	DENTON CNTY FWS DIST. # 1-A & #10	370.	JACK COUNTY
245.	CITY OF SAN ANGELO	308.	DENTON ISD	371.	JASPER COUNTY
246.	CITY OF SAN BENITO	309.	DESOTO ISD	372.	JEFFERSON COUNTY
247.	CITY OF SAN MARCOS	310.	DIANA SPECIAL UTILITY DISTRICT	373.	JEFFERSON CNTY DRIN. DIST. #7
248.	CITY OF SANGER	311.	DUNCANVILLE ISD	374.	JIM WELLS COUNTY
249.	CITY OF SANSOM PARK	312.	DUVAL COUNTY	375.	JOHNSON COUNTY
250.	CITY OF SEABROOK	313.	EAGLE MOUNTAIN-SAGINAW ISD	376.	JOHNSON COUNTY SUD
251.	CITY OF SEAGOVILLE	314.	EAST TEXAS COUNCIL OF GOVS.	377.	JOSHUA ISD
252.	CITY OF SHERMAN	315.	EASTLAND COUNTY	378.	KARNES COUNTY
253.	CITY OF SOUR LAKE	316.	ECTOR COUNTY	379.	KAUFMAN COUNTY
254.	CITY OF SOUTHLAKE	317.	ECTOR COUNTY ISD	380.	KAUFMAN ISD
255.	CITY OF SOUTHMAYD	318.	EDDY COUNTY, NM	381.	KELLER ISD

# ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

## Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

382.	KENNEDALE ISD	445.	PUBLIC TRANSIT SVC OF MIN.WELLS	508.	TOWN OF HIGHLAND PARK
383.	KERENS ISD	446.	QUINLAN ISD	509.	TOWN OF LAKESIDE
384.	KINNEY COUNTY	447.	RAINS COUNTY ESD #1	510.	TOWN OF LITTLE ELM
385.	KRUM ISD	448.	RANCHO VIEJO POLICE DEPT.	511.	TOWN OF NORTHLAKE
386.	LAKE DALLAS ISD	449.	RANDALL COUNTY	512.	TOWN OF PANTEGO
387.	LAKE WORTH ISD	450.	RED OAK ISD	513.	TOWN OF PECOS CITY
388.	LAMAR COUNTY	451.	RED RIVER COUNTY	514.	TOWN OF PONDER
389.	LAMB COUNTY	452.	REFUGIO COUNTY	515.	TOWN OF PROSPER
390.	LAMPASAS COUNTY	453.	REG 9 ED SVCE CENTER OF WICHITA	516.	TOWN OF PROVIDENCE VILLAGE
391.	LAVON POLICE DEPARTMENT	454.	REGION 11 EDU SERVICE CENTER	517.	TOWN OF SUNNYVALE
392.	LEON COUNTY	455.	RICHARDSON ISD	518.	TOWN OF TROPHY CLUB
393.	LEONARD ISD	456.	ROBERTSON COUNTY	519.	TOWN OF WESTLAKE
394.	LEWISVILLE ISD	457.	ROCKWALL COUNTY	520.	TOWN OF WESTOVER HILLS
395.	LIBERTY COUNTY	458.	ROUND ROCK ISD	521.	TRAVIS COUNTY
396.	LIMESTONE COUNTY	459.	SAM RAYBURN ISD	522.	TRAVIS CNTY EMG SVCS DIST No.6
397.	LITTLE ELM ISD	460.	SAN JACINTO COM COLL DIST.	523.	TRAVIS CNTY HEALTHCARE DISTRICT
398.	LOVEJOY ISD	461.	SAN PATRICIO COUNTY	524.	TRINITY RIVER AUTHORITY
399.	LOWRY CROSSING VOL FIRE DEPT.	462.	SCHLEICHER COUNTY	525.	TYLER JUNIOR COLLEGE
400.	LUBBOCK COUNTY	463.	SEABROOK VOL FIRE DEPT.	526.	U.S. MARSHALS SERVICE
401.	MANSFIELD ISD	464.	SR. CYR RES & PUBLIC...HUNT CNTY	527.	UNIVERSITY OF NORTH TEXAS
402.	MAVERICK COUNTY	465.	SEVEN POINTS FIRE RESCUE	528.	UNIV OF N. TX HEALTH SCIENCE CTR
403.	McKINNEY ISD	466.	SHERMAN ISD	529.	UNIVERSITY OF TEXAS AT ARLINGTON
404.	MCLENNAN COUNTY	467.	SMITH COUNTY	530.	UNIVERSITY OF TEXAS AT DALLAS
405.	MCLENNAN COMM. COLLEGE	468.	SPRINGTOWN ISD	531.	UNIV OF TX MD AND. CANCER CTR
406.	MARILEE SPECIAL UTILITY DIST.	469.	SOUTH MONTGOMERY FIRE DEPT	532.	UPPER TRINITY REG WATER DIST.
407.	MEDINA VALLEY ISD	470.	SOUTH TEXAS COLLEGE	533.	UPSHUR COUNTY
408.	MHMR OF TARRANT COUNTY	471.	SPAN, INC.	534.	UPTON COUNTY
409.	MIDLAND COUNTY	472.	STARR COUNTY	535.	VAL VERDE COUNTY
410.	MIDLAND ISD	473.	STEPHENS COUNTY	536.	VAN ALSTYNE ISD
411.	MIDWAY ISD	474.	STERLING COUNTY	537.	VAN ZANDT COUNTY
412.	MILAM COUNTY	475.	STONEWALL COUNTY	538.	VERNON ISD
413.	MILLS COUNTY	476.	TARLETON STATE UNIVERSITY	539.	VICTORIA COUNTY
414.	MITCHELL COUNTY	477.	TARRANT APPRAISAL DISTRICT	540.	WACO ISD
415.	MONAHANS WICKETT PYOTE ISD	478.	TARRANT CNTY 9-1-1 EMG ASS DIST	541.	WALKER COUNTY
416.	MONTGOMERY COUNTY	479.	TARRANT COUNTY COLLEGE DIST.	542.	WALLER COUNTY
417.	MONTGOMERY CNTY ESC 10	480.	TARRANT CTY EMG SVCS DISTRICT 1	543.	WARD COUNTY
418.	MONTGOMERY CNTY HOSP DIST.	481.	TARRANT COUNTY HOSP DIST	544.	WAXAHACHIE ISD
419.	MOUNT PLEASANT POLICE DEPT.	482.	TARRANT CTY WORKFORCE DEV BD	545.	WEATHERFORD COLLEGE
420.	MOUNT VERNON POLICE DEPT.	483.	TARRANT REGIONAL WATER DIST	546.	WEATHERFORD ISD
421.	NACOGDOCHES COUNTY	484.	TAYLOR COUNTY	547.	WEBB CONSOLIDATED ISD
422.	NAVARRO COUNTY	485.	TEMPLE COLLEGE	548.	WEST TEXAS A&M UNIVERSITY
423.	NEVADA VOL. FIRE DEPT.	486.	TERRELL ISD	549.	WESTMINSTER FIRE DEPT.
424.	NEW CANEY ISD	487.	TEXARKANA ISD	550.	WESTON VOLUNTEER FIRE DEPT
425.	NOLAN COUNTY	488.	TEXAS A&M UNIV AT COMMERCE	551.	WHITE SETTLEMENT ISD
426.	NORMANGEE ISD	489.	TEXAS A&M UNIVERSITY-KINGSVILLE	552.	WILLIAMSON COUNTY
427.	NORTH CENTRAL TX CNCL OF GOVS	490.	TEXAS A & M UNIV.-TEXARKANA	553.	WILLIAMSON CNTY EMG SVCS DIST #3
428.	NORTH TX MUNICIPAL WATER DIST	491.	TEXAS ALCOHOLIC BEVERAGE COMM.	554.	WILSON COUNTY
429.	NORTH TEXAS TOLLWAY AUTH	492.	TEXAS DEPT. OF PARK/WILDLIFE	555.	WINKLER COUNTY
430.	NORTHWEST ISD	493.	TEXAS DEPT. OF PUBLIC SAFETY	556.	WINNSBORO HOUSING AUTHORITY
431.	NUECES COUNTY	494.	Tx TECH UNIV HEALTH SCI CTR EL PASO	557.	WINNSBORO ISD
432.	OCHILTREE COUNTY	495.	TEXAS WOMAN'S UNIVERSITY	558.	WISE COUNTY
433.	OLTON POLICE DEPARTMENT	496.	THE WOODLANDS TOWNSHIP	559.	WOOD COUNTY
434.	ORANGE COUNTY	497.	TITUS COUNTY	560.	YMCA OF METROPOLITAN DALLAS
435.	ORANGE CNTY DRAINAGE DIST	498.	TML MULTISTL. INTERGOV....	561.	YOUNG COUNTY
436.	PALO PINTO COUNTY	499.	TOM GREEN COUNTY	562.	ZAPATA COUNTY
437.	PANOLA COUNTY	500.	TOWN OF ADDISON		
438.	PARADISE ISD	501.	TOWN OF ARGYLE		
439.	PARKER COUNTY	502.	TOWN OF BARTONVILLE		
440.	PARKER CNTY EMG SERV DISTRICT 1	503.	TOWN OF DOUBLE OAK		
441.	PARMER COUNTY	504.	TOWN OF EDGECLIFF VILLAGE		
442.	PASADENA ISD	505.	TOWN OF FAIRVIEW		
443.	PLANO ISD	506.	TOWN OF FLOWER MOUND		
444.	POTTER COUNTY	507.	TOWN OF HICKORY CREEK		

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

### SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

#### 5. MINIMUM INSURANCE REQUIREMENTS:

- A. During the period of this contract, Contractor shall maintain, at his expense, insurance with limits not less than:
- 1) Automobile Liability:
    - a. Combined Single Limit — \$1,000,000
    - b. Bodily Injury — \$500,000
  - 2) General Liability:
    - a. Each Occurrence — \$1,000,000
    - b. Aggregate — \$2,000,000
  - 3) Excess / Umbrella Liability — \$1,000,000
- B. With respect to the above required insurance, Contractor shall:
- 1) Name Tarrant County as additional insured/or an insured, as its interests may appear.
  - 2) Provide Tarrant County with thirty (30) day advanced written notice of cancellation or material change in said insurance.
  - 3) Provide the County Purchasing Agent at the address shown on Page 1 of this RFB, a coverage within ten (10) days receipt of Notice of Award.
- C. Contractor shall provide Workers' Compensation at the statutory limits. The Contractor will provide a waiver of subrogation in favor of Tarrant County. This waiver of subrogation shall be evidenced on a certificate of insurance.
- D. Contractor shall indemnify and save harmless County and its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including but not limited to all expenses of litigation, court costs, and attorney fees, for injury of death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, the acts or omissions of contractor or its officers, agents, or employees, in the execution or performance of this contract.
- E. Tarrant County reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by Tarrant County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Vendor.
- F. Required Provisions:
- 1) Proof of Carriage of Insurance – All Certificates of Insurance will be required in duplicate and filed with the Tarrant County Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, Texas 76196 prior to work commencing.

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

### SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

- 2) All Certificates shall provide Tarrant County with an unconditional thirty (30) days written notice in case of cancellation or any major change.
- 3) As to all applicable coverage, policies shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.
- 4) All copies of the Certificates of Insurance shall reference the project name and solicitation number for which the insurance is being supplied.
- 5) Vendor agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.
- 6) If applicable, the Vendor is responsible for making sure any sub-contractor(s) performing work under this agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.

#### **6. CRIMINAL BACKGROUND CHECK:**

- A. If this contract requires that Vendor personnel access Tarrant County Data (either on-site or remotely) or access secure areas of Tarrant County Facilities, then Vendor personnel may be required to undergo a fingerprint-based Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by Tarrant County.
  1. The Vendor must provide information, including, but not limited to, employee name, date of birth, a clear copy of employee's driver's license, and a copy of employee's social security card for each individual required to pass a Criminal Background Check.
  2. Award of a contract could be affected by the Vendor's refusal to agree to these terms.
  3. Failure of the Vendor to supply personnel who pass a Criminal Background Check could affect the award of the contract or could result in the termination of the contract.
  4. The Criminal Background Check applies to the individual and not the Company.
  5. Passing status must be maintained by Vendor personnel for duration of the contract.

# ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

## SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

### 7. INFORMATION TECHNOLOGY HOSTED OR CLOUD SOLUTION:

- A. The following is only applicable when Vendor is providing Information Technology hosted or cloud solution:
1. **Confidentiality, Integrity, Availability (CIA)**  
Vendor shall protect the Confidentiality, Integrity, and Availability (CIA) of all Tarrant County Data ensuring extra levels of security. All Tarrant County information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.
  2. **Breach Notification**  
Vendor agrees that upon discovery of unauthorized access to Tarrant County Data, Vendor shall notify Tarrant County both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Vendor knows or reasonably suspect unauthorized access has or may have occurred. In the event of a suspected unauthorized Access, Vendor agrees to reasonably coordinate with Tarrant County to investigate the occurrence.
  3. **Data**  
All Tarrant County data will remain in the 48 contiguous United States at all times.
  4. **Right to Audit**  
Tarrant County reserves the right to audit vendor data centers which house Tarrant County Data or receive SSAE 16 SOC Type II audits from a reputable security advisory service firm (e.g. EY, Deloitte, KPMG, PWC, Coalfire, etc.).

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

**Evaluation Criteria** will include, but is not limited to the following:

1. Unit Price
2. Delivery
3. Bidder's past performance record with Tarrant County
4. Tarrant County's evaluation of Bidder's ability to perform
5. Tarrant County's experience with products bid
6. Special needs and requirements of Tarrant County
7. Results of testing samples (if needed)

**Quantities** indicated on the Price Forms are estimates based upon the best available information. Tarrant County reserves the right to increase or decrease the quantities to meet its actual needs without any adjustments in the bid price.

Any **catalog, brand name or manufacturer's reference** used is considered to be descriptive – not restrictive – and is indicative of the type and quality Tarrant County desires to purchase. Bids on similar items of like quality may be considered if the bid is noted and fully descriptive brochures are enclosed. If notation of substitution is not made, it is assumed the Vendor is bidding item specified. The Vendor will not be allowed to make unauthorized substitutions after award.



# ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

## SPECIFICATIONS

### I. INTRODUCTION

- A. Tarrant County is seeking bids from qualified vendors to provide selected prisoner extradition services of violators who are being extradited back to Tarrant County for incarceration and adjudication. The vendor will provide transportation services to Tarrant County for an estimated 1,200 prisoners while demonstrating the same high standards of efficiency and regard for security currently employed by Tarrant County Sheriff's Officers. Juvenile Services transports will be on a case-by-case basis.
- B. The vendor must assume custody of prisoners committed to the custody of the Sheriff's Office (hereafter referred to as TCSO) and provide intrastate and interstate transportation of said prisoners to and from locations designated by the TCSO.

### II. GENERAL REQUIREMENTS

- A. The vendor must comply at all times with all applicable state and federal laws and regulations, including but not limited to Federal Regulations governed for Prisoner Transportation Companies 34 USC 60103 known as "Jenna's Act", United States Department of Transportation (USDOT), the Federal Motor Carrier Safety Administration (FMCSA), and the Department of Justice in the performance of this contract.
- B. Vendor must be licensed and qualified to do prisoner extradition services in the United States.
- C. The vendor must have in place and operational a ground transportation system which operates seven (7) days per week, three hundred sixty-five (365) days per year, twenty-four (24) hours per day.
- D. The vendor must have the ability to provide air transportation when necessary.
- E. The vendor must provide a twenty-four (24) hour, seven (7) days per week, communication system for access of TCSO.
- F. The vendor must agree not to use the names and addresses of Tarrant County employees for any purpose not directly related to the final contract.
- G. Vendors are to include all logistic costs, i.e., tariffs, delivery, freight or fuel charges in unit pricing on the Price Form. No additional charges or fees will be accepted.

### III. VEHICLE REQUIREMENTS

- A. The vendor must provide transport vehicles properly equipped to transport prisoners. The vehicles must be in good operating condition and all necessary maintenance and repairs will be vendor's responsibility.
- B. The vehicles must be modified to:
  - 1. Separate and safely secure the transport agent from the prisoner.

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

2. Not allow doors and windows to be opened from inside the prisoner compartment.
  3. Have welded steel screens covering windows.
  4. Have an operational heater and air conditioner for entire vehicle.
  5. Be compartmentalized to separate male and female prisoners.
  6. A minimum of three (3) working video cameras with secure recording equipment with a minimum of seven (7) day recording retentions.
  7. Global position system equipment to allow vehicles to be tracked and located nationwide on a real-time basis.
- C. All non-commercial vehicles used to transport prisoners must be equipped with a mobile phone. Vendor must notify the Tarrant County Jail one (1) hour prior to delivery of the prisoners.

#### IV. PERSONNEL REQUIREMENTS

- A. The vendor must keep on file at all times verification for each transport agent confirming they have received complete training in all phases of prisoner transport and is properly licensed in accordance with all state and federal requirements for handling prisoners.
- B. Vendor must keep on file at all times, copies of applicable licenses, certificates, and employee certifications for review at any time requested by Tarrant County.
- C. Vendor must insure that no employee who will have contact with any prisoner transported under this contract has been convicted of any felony offense. All vendor employees will be subject to a complete criminal background check.
- D. All vendor employees who will have a direct contact with prisoners being transported must be trained in First Aid and CPR. In addition, vendor employees must be trained in prisoner restraint, control techniques and firearm proficiency, if firearms to be utilized.
- E. All employees of the vendor involved in the pick-up and transportation of prisoners must have a police and/or corrections background or have successfully completed a training program which focused on the proper use of restraining devices, self-defense, etc., necessary to perform the duties specified herein. A copy of the training materials (courses) must be kept on file at all times for review when requested by the TCSO.
- F. All employees of the vendor involved in the pick-up and transport of prisoners must be required to dress in a professional manner. The employees must be required to wear a uniform bearing the company logo. Street/casual clothes (i.e. jeans, T-shirts with popular printed materials, sandals, "flip-flops", etc.) must not be acceptable. The holding authority may not release prisoner(s) if proper attire is not worn by the vendor's employees, and the vendor must not be compensated for the trip. All employees of the vendor involved in the pick-up of prisoners must carry an ID that indicates information including, but not limited to, the company name, employee name, photo, etc. This ID must be presented and/or displayed properly when requested by the ID holding agency prior to the release of any prisoner.

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

### V. SERVICE REQUIREMENTS

- A. Vendor must be responsible for acquiring transportation means capable of returning extradited prisoners to Tarrant County within a reasonable period of time, but not to exceed ten (10) calendar days from receipt of notice to perform the service. Notwithstanding the above requirement, prisoner(s) must be picked up prior to the time established by the holding agency.
- B. The vendor will be able to provide a cash stipend to a prisoner who has been picked up and transported away from their arrest location and then determined that there is no longer legal authority to hold the individual. The TSCO will authorize cash stipend to the prisoner to provide them with a bus ticket and meal money back to where they were arrested. The TSCO will authorize the dollar amount.
- C. In assuming custody of such prisoner, the vendor must assume the responsibility for security and control of prisoners in a professional manner and in accordance with the TCSO's written policies and procedures, and such policies, procedures and directives as may be promulgated in the future regarding the use of force and the security and control of prisoners. In the event there are no written policies or procedures, the vendor must follow reasonable and customary operating procedures. The vendor must comply with all federal, state, and local regulations as they pertain to vendor's services and vendor's employees.
- D. Vendor must provide an advance itinerary to the TSCO no later than twenty-four (24) hour prior to the pickup of the prisoner(s) unless the prisoner(s) are returned on the same day as requested. Modification of this schedule/itinerary will be permitted under unusual circumstances such as inclement weather, natural disasters or transportation industry strikes by Tarrant County sole discretion. Fax requests for modifications will be accepted. A detailed report noting any deviation from a previously established itinerary must be filed upon delivery of each prisoner.
- E. The TCSO will be notified immediately of any incident involving the prisoner(s), including but not limited to escapes, medical emergencies and other incidents which will alter the scheduled arrival time to the Tarrant County Jail. Notification after normal business hours will be to the Communications Supervisor on duty who will be turn pass the information on to the Fugitive Section the next work day.
- F. The Vendor must report unusual incidents, emergencies and/or controversial situations which arise in the performance of their services to the TSCO in accordance with the TCSO's Extradition Sergeant directive. For the purpose of definition, "unusual incident", "emergency," or "controversial situations" includes, but is not limited to, any act of violence by a prisoner or other passengers, any escape or attempted escape of a prisoner, or any other breach of security, any excessive delay in the transportation of a prisoner, any medical condition of a prisoner or other passenger requiring emergency medical treatment any mechanical failure that would normally require formal reports to the cognizant regulatory agency, and any refusal of law enforcement agencies to release a prisoner to the contractor as authorized or directed by the TCSO.

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

- G. If, upon arrival at the holding agency, the vendor learns that the prisoner has a contagious disease which was unknown to the vendor and the TCSO, the vendor must immediately contact the TCSO for further instructions, and if the prisoner is transported, transport will be made in such a manner as to ensure the well-being of all other occupants. If the prisoner cannot be transported, the TCSO may be subject to a penalty charge, as quoted by the vendor and shown on the pricing/delivery information sheet.
- H. The vendor must assume custody of such prisoners from authorized agents of the TCSO, at the location of incarceration determined by the parties to be suitable for such purpose, to transport such prisoners to their destination or other specified location. Upon arrival, the vendor must surrender custody of such prisoners to the TCSO or to the law enforcement agency as designated by the TCSO. The TCSO must have the right to cancel its pick-up order within twenty-four (24) hours after placing the order. Any other cancellation may be made only within the consent of the vendor.
- I. In the event of delays in delivering prisoners to the specified destination, whether or not beyond the vendor's control, including inclement weather or mechanical malfunctions, the vendor must provide for all prisoner costs, except medical, related to such delays, including but not limited to food and lodging.
- J. The transporting of prisoner(s) under this contract in no way implies that the transport agents are law enforcement officers or empowered by the TCSO to carry a firearm nor enforce any laws while operating under this contract.
- K. The vendor must establish identification procedures and policies consistent with those currently employed by the TCSO to ensure the correct identity of any prisoner returned to Tarrant County.
- L. Vendor must provide a thorough full-body search to be performed by a same sex employee prior to transporting of any individual to ensure the safety of the vendor employee and the prisoner. Vendor must provide a same sex employee for any transportation with a travel time of four (4) hours or more. Male and female prisoners must always remain separated during transportation.
- M. Vendor must provide details of meals and humane treatment with their bid.
- N. Vendor will be responsible for all expenses associated with transporting prisoners other than emergency medical treatment. The TCSO will not consider prescription and/or over-the-counter medication as emergency medical or as payable expense unless the prisoner is in transit to Tarrant County. All emergency medical costs and medication expenses incurred while the prisoner is in transit will be paid by the TCSO upon presentation of proper documentation. However, the TCSO will not authorize payment for medical costs incurred due to injuries associated with inhumane treatment caused by vendor's employees. This includes, but is not limited to, use of debilitating/restraint type spray substances, physical force, etc.
- O. Vendor must detail what type of overnight accommodations will be utilized for prisoners and under what circumstances such accommodations will be used. All prisoners will be transported and housed in accordance with all state and federal transportation laws.

## ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

- P. The vendor must have the right to refuse to transport any individual whose condition or behavior, in the opinion of the driver, would be detrimental or dangerous to the safety of the vehicle or its passengers. In the event the driver refuses to transport any such individual, the TCSO must be notified immediately, prior to leaving the pick-up location, and there must be no charge to the TCSO.
- Q. Vendor must apply at minimum one (1) same sex transport agent regardless of travel time. Juvenile prisoners are restricted from being transported with adult prisoners. Overnight accommodations or travel breaks where an adult Correctional/Jail is utilized, sight and sound separation must occur between offender population.

### IV. MILEAGE/PRICING REQUIREMENTS

- A. The method of payment for ground services provided by the vendor must be determined on a per mileage basis. The rate of per mile must be assessed on one-way ground mileage from point of pick-up to the point of drop off. However, vendor must submit documentation of “estimated” mileage and their “actual” mileage for reimbursement. Total amount billed for actual mileage cannot exceed ten percent (10%) of amount estimated without approval and authorization of the TCSO.
- B. The method of payment for air services provided by the vendor must be determined on a per mileage basis. The rate of per mile must be assessed on one-way mileage from the agent origination point to the prisoner origination point, and the distance from the prisoner origination point to the prisoner final destination. However, vendor must submit documentation of “estimated” mileage and their “actual” mileage for reimbursement. Total amount billed for actual mileage cannot exceed ten percent (10%) of amount estimated without approval and authorization of the TCSO.



## TARRANT COUNTY

### HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) POLICY

#### I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, will strive to ensure that all businesses, regardless of size, economic, social or ethnic status have an equal opportunity to participate in the County's procurement processes. The County is committed to promote full and equal business opportunity for all businesses to supply the goods and services needed to support the mission and operations of county government, and seeks to encourage the use of certified historically underutilized businesses (HUBs) through the use of race, ethnic and gender neutral means. It is the policy of Tarrant County to involve certified HUBs to the greatest extent feasible in the County's procurement of goods, equipment, services and construction projects while maintaining competition and quality of work standards. The County affirms the good faith efforts of firms who recognize and practice similar business standards.

#### II. DEFINITIONS

Historically underutilized businesses (HUBs), also known as a disadvantaged business enterprise (DBE), are generally business enterprises at least 51% of which is owned and the management and daily business operations are controlled by one or more persons who is/are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans and other Americans of Hispanic origin, Asian Americans and American Indians.

Certified HUBs includes business enterprises that meet the definition of a HUB and who meet the certification requirements of certification agencies recognized by Tarrant County.

Businesses include firms, corporations, sole proprietorships, vendors, suppliers, contractors, subcontractors, professionals and other similar references when referring to a business that provides goods and/or services regardless of the commodity category.

Statutory bid limit refers to the Texas Local Government Code provision that requires competitive bidding for many items valued at greater than \$50,000.

### III. POLICY GUIDELINES

- A. Tarrant County, its contractors, their subcontractors and suppliers, as well as all vendors of goods, equipment and services, shall not discriminate on the basis of race, color, creed, gender, age, religion, national origin, citizenship, mental or physical disability, veteran's status or political affiliation in the award and/or performance of contracts. All entities doing business or anticipating doing business with the County shall support, encourage and implement affirmative steps toward a common goal of establishing equal opportunity for all citizens and businesses of the county.
- B. Tarrant County will use and recognize the State of Texas certification process in conjunction with the implementation of this policy. The County does recognize other agencies' certifications. Tarrant County reserves the right to review the certification status of any vendor applying to do business with the County. This review will be accomplished to determine the validity and authenticity of the vendor's certification as a HUB.
- C. The Commissioners Court may establish HUB target goals. Through a systematic approach of soliciting quotes, bids and proposals from certified HUBs and in compliance with applicable state and federal law this policy will strive to meet those goals.
  1. Target goals should consider:
    - the availability of HUB firms within the specific category of goods or services to be procured; and
    - the diversity of the county's population.
  2. The goals should be reviewed and amended periodically.
  3. The program may apply to all County procurements including construction and professional services.
  4. Particular attention will be given to HUB participation on purchases in excess of the statutory bid limit.
  5. The Commissioners Court herein establishes a 20% good faith target goal for Tarrant County.

- D. Tarrant County will actively seek and encourage HUBs to participate in all facets of the procurement process by:
1. Continuing to increase and monitor a database of certified HUB vendors, professionals and contractors. The database will be expanded to include products, areas of expertise and capabilities of each HUB firm.
  2. Continuing to seek new communication links with HUB vendors, professionals and contractors to involve them in the procurement process.
  3. Continuing to advertise bids on the County's website and in newspapers including newspapers that target socially and economically disadvantaged communities.
  4. Continuing to provide bid notifications to minority Chambers of Commerce.
- E. As prescribed by law, the purchase of one or more items costing in excess of the statutory bid limit must comply with the competitive bid process. Where possible, those bids will be structured to include and encourage the participation of HUB firms in the procurement process by:
1. Division of proposed requisitions into reasonable lots in keeping with industry standards and competitive bid requirements.
  2. Where feasible, assessment of bond and insurance requirements and the designing of such requirements to reasonably permit more than one business to perform the work.
  3. Specification of reasonable, realistic delivery schedules consistent with the County's actual requirements.
  4. Specifications, terms and conditions reflecting the County's actual requirements are clearly stated, and do not impose unreasonable or unnecessary contract requirements.
- F. A HUB Policy statement shall be included in all specifications. The County will consider the bidder's responsiveness to the HUB Policy in the evaluation of bids and proposals. Failure to demonstrate a good faith effort to comply with the County's HUB policy may result in a bid or proposal being considered non-responsive to specifications.
- G. The Tarrant County Purchasing Department will actively seek the participation of HUB firms in the quotation process for purchases under the statutory bid limit. HUB firms will be identified on the computerized database and linked to the commodities they represent. Buyers will be encouraged to use available internal and external databases of certified HUB firms.



- H. Nothing in this policy shall be construed to require the County to award a contract other than to the lowest responsive bidder meeting specifications as required by law. This policy is narrowly tailored in accordance with applicable law.

#### IV. ADMINISTRATIVE GUIDELINES

- A. The Tarrant County Purchasing Department shall serve as the County's HUB Office with responsibility for the implementation, monitoring and general operations of the HUB policy. The Purchasing Agent shall serve as the County HUB Officer.
  - 1. The HUB Officer will establish procedures to implement this policy across the full spectrum of the procurement process. The County HUB Office will periodically review with department head and elected officials regarding procurement opportunities.
  - 2. Managing the policy and training buyers and other County personnel in order to meet County goals will be the responsibility of the HUB Office.
  - 3. The HUB Office will cooperate with other local government entities to increase HUB participation throughout the county and region. The HUB Office is encouraged to participate in educational and other outreach programs to assist HUB firms.
  - 4. The HUB Officer will receive and review complaints and recommendations regarding the implementation of the HUB Policy and the good faith efforts of bidders. Further, the HUB Office will audit for compliance to the HUB Policy on eligible projects after award, during the performance of the contract and after completion, while also making any recommendations to Commissioners Court regarding any irregularities or misrepresentation of facts as they relate to compliance with the policy. The HUB Office will review documentation submitted by HUB firms in compliance with this policy.
  - 5. An annual report along with recommendations shall be provided to the Commissioners Court and Purchasing Board. The annual report will provide statistical data and efforts reflected in the number of purchase orders, value of goods and services purchased, percentages to HUB firms, and outreach and marketing efforts. Other statistics may be required or requested by the Commissioners Court or Purchasing Board.

**510 Historically Underutilized Businesses Policy**

Adopted: Court Order 64788 (December 17, 1990)  
Amended: Court Order 69958 (December 7, 1993)  
Amended: Court Order 99651 (December 28, 2006)  
Amended: Court Order 127875 (June 19, 2018)

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY**

**Disadvantaged Business Enterprises (DBE)** are encouraged to participate in Tarrant County's bid process. The Purchasing Department will provide additional clarification of specifications, assistance with Price Forms, and further explanation of bidding procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Tarrant County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services  
Statewide HUB Program  
1711 Jacinto Blvd.  
PO Box 13047  
Austin, Texas 78711-3047  
(512) 463-5872

**OR**

North Central Texas  
Regional Certification Agency  
624 Six Flags Drive, Suite 100  
Arlington, Texas 76011  
(817) 640-0606

**IF YOUR COMPANY IS CERTIFIED, ATTACH A COPY OF THE CERTIFICATION TO THIS FORM AND RETURN WITH BID.**

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

REPRESENTATIVE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

TELEPHONE NO. \_\_\_\_\_ FAX NO. \_\_\_\_\_

**Indicate all that apply:**

- Minority-Owned Business Enterprise
- Women-Owned Business Enterprise
- Disadvantaged Business Enterprise

**NOTE: WITHOUT A VALID CERTIFICATION ON FILE, YOU WILL NOT BE EVALUATED AS A HUB/DBE.**

# ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES

## TVORS REGISTRATION

An important part of doing business with Tarrant County is to sign up in our free Tarrant Vendor Online Registration System (TVORS).

TVORS is a web-based vendor registration program that is designed to be an easy-to-use, self-service application that allows vendors to establish and maintain their own company and certification data for the purpose of bid notification and information.

<https://tvorspublic.tarrantcounty.com/>

**TARRANT**  
Vendor Online Registration System

The perfect mix of Cowboys and Culture!  
**TARRANT COUNTY**

100 E. Weatherford Street  
Ft. Worth, Texas 76106  
817-304-1111

Welcome to TVORS!

Vendors that would like to receive bid opportunities from Tarrant County are encouraged to register in TVORS. Vendors are responsible to keep contact information current in TVORS so as to facilitate bid notifications from Tarrant County.

**Changes to TVORS contact information DOES NOT affect vendor information pertaining to Purchase Order or Remit To addresses.**

**Login to TVORS**

If you have already registered with TVORS, please go ahead and login.

User ID:

Password:

Keep me signed in on this computer unless I sign out.

**VENDOR LOGIN**

If you have forgotten your password, enter your email address below and click the Forgot Password button. We will send you an email including your User ID and password.

Email Address:

**FORGOT PASSWORD**

**Register with TVORS**

There are four steps to the TVORS registration process. You will have the option to save your work after the completion of each step. You may then login to your TVORS account at anytime to make changes or to complete the registration process.

You must complete all mandatory information in order to be considered for bid opportunities from Tarrant County Purchasing.

To complete your TVORS registration, you will go through the following steps:

**STEP 1:** Enter company data

**STEP 2:** Enter commodity/service codes (NIGP)  
**Failure to select NIGP code(s), could result in improper bid notification or no notification at all.**

**STEP 3:** Enter user data (if applicable)

**STEP 4:** Enter certifications (if applicable)

If you have any questions during your registration, please call (817) 884-1414 or email [TVORS@TarrantCounty.com](mailto:TVORS@TarrantCounty.com).

To begin the registration process, please click the button below.

**VENDOR REGISTRATION**

After registering, be sure to email or fax all copies of your current HUB/MBE certificate(s) to [TVORS@Tarrantcounty.com](mailto:TVORS@Tarrantcounty.com) or (817) 884-2629, respectively.

**Already Registered?** Please log into your profile to make sure all contact information is correct, then check the *Data Verified* box at the bottom of the *Company Data* Section of your profile.

Contact Teresa Lobacz, Tarrant County HUB Coordinator, at the email above or at (817) 884-1414 if you have any registration questions.

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**REFERENCES**

Please list three (3) references, **other than past or present employees of Tarrant County**, who can verify your performance as a Vendor. Performance includes, but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine Vendor’s ability to provide the intended goods or service of the bid. Tarrant County **PREFERS** references to be from Government customers. References must be able to verify the quality of service Vendor’s company provides and that the Bidder has completed a project of similar size and scope of work in this response. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your bid.

Failure to supply the required references will deem the bid as non-responsive and will not be considered for award.

Bidder involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

**REFERENCE ONE**

GOVERNMENT/COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON AND TITLE: \_\_\_\_\_  
TELEPHONE NUMBER: \_\_\_\_\_  
E-MAIL ADDRESS: \_\_\_\_\_  
SCOPE OF WORK: \_\_\_\_\_  
CONTRACT PERIOD: \_\_\_\_\_

**REFERENCE TWO**

GOVERNMENT/COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON AND TITLE: \_\_\_\_\_  
TELEPHONE NUMBER: \_\_\_\_\_  
E-MAIL ADDRESS: \_\_\_\_\_  
SCOPE OF WORK: \_\_\_\_\_  
CONTRACT PERIOD: \_\_\_\_\_

**REFERENCES MUST BE RETURNED WITH BID!**

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**REFERENCES**

**REFERENCE THREE**

GOVERNMENT/COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON AND TITLE: \_\_\_\_\_  
TELEPHONE NUMBER: \_\_\_\_\_  
E-MAIL ADDRESS: \_\_\_\_\_  
SCOPE OF WORK: \_\_\_\_\_  
CONTRACT PERIOD: \_\_\_\_\_

**REFERENCES MUST BE RETURNED WITH BID!**

# SIGNATURE FORM

The undersigned, on behalf of and as the authorized representative of Bidder, agrees this bid becomes the property of Tarrant County after the official opening.

The undersigned affirms that the Bidder has familiarized himself with the local conditions under which the work is to be performed; satisfied himself of the conditions of delivery, handling and storage of equipment and all other matters that may be incidental to the work, before submitting a bid.

The undersigned agrees, on behalf of Bidder, that if the bid is accepted, Bidder will furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the specifications. The period for acceptance of this bid will be ninety (90) calendar days.

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Bidder, nor any employee of Tarrant County, and that the contents of this bid have not been communicated to any other Bidder or to any employee of Tarrant County prior to the official opening of this RFB.

Vendor hereby assigns to Tarrant County all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this solicitation. ***Failure to sign and return this form will result in the rejection of the entire bid.***

**Signature** \_\_\_\_\_ **X**

**Authorized Representative**

\_\_\_\_\_  
Legal Name of Company

\_\_\_\_\_  
Date

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Printed Name of Authorized Representative

\_\_\_\_\_  
City, State and Zip

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
E-Mail Address

**AFTER HOURS EMERGENCY CONTACT:**

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

Tel. No. \_\_\_\_\_

**THIS FORM MUST BE SIGNED.**

**THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!**



Did you sign and submit all  
required forms?  
If not, your Bid will be  
rejected!

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**COMPANY IS:**

Business included in a Corporate Income Tax Return?      \_\_\_\_\_ YES    \_\_\_\_\_ NO

\_\_\_\_\_ Corporation organized & existing under the laws of the State of \_\_\_\_\_

\_\_\_\_\_ Partnership consisting of \_\_\_\_\_

\_\_\_\_\_ Individual trading as \_\_\_\_\_

\_\_\_\_\_ Principal offices are in the city of \_\_\_\_\_

Unique Entity Identifier (UEI) Number: \_\_\_\_\_

CAGE Code: \_\_\_\_\_



## COMPLIANCE WITH FEDERAL AND STATE LAWS

### CERTIFICATION OF ELIGIBILITY

By submitting a Bid in response to this solicitation, the Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of Bid submission and time of award, the Bidder will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

### RELATING TO STATE CONTRACTS WITH AND INVESTMENTS IN COMPANIES THAT BOYCOTT ISRAEL AND INVESTMENTS IN COMPANIES THAT DO BUSINESS WITH IRAN, SUDAN, OR ANY KNOWN FOREIGN TERRORIST ORGANIZATIONS.

Bidder verifies that they do not boycott Israel and will not boycott Israel in accordance with Texas Government Code Section 2270.001(2) during the term of this contract. Bidder further verifies pursuant to Texas Local Government Code Section 2252.152 that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "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.

### DISCLOSURE OF INTERESTED PARTIES

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Tarrant County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

### VENDOR IS EXEMPT FROM CERTIFICATION REGARDING ENERGY COMPANIES AND FIREARM ENTITIES OR FIREARM TRADE ASSOCIATIONS:

Vendor is a sole proprietorship OR is a non-profit entity OR Vendor is a company that does NOT have 10 or more full-time employees AND/OR this contract does NOT have a value of \$100,000.00 or more that is to be paid wholly or partly paid from public funds of the governmental entity.

### If the Vendor Cannot Certify that it is EXEMPT as Above, Vendor Must Certify as Follows:

#### Vendor is NOT EXEMPT and Certifies as follows:

Boycott of Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87<sup>th</sup> Legislature S. B. 13), Vendor verifies that it does not boycott energy companies and will not boycott energy companies during the term of the above-described contract. "Boycott energy company" is defined in Section 809.001(1) (added by 87<sup>th</sup> Legislature, S. B. 13) and means, without an ordinary business purpose, 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 with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

## **COMPLIANCE WITH FEDERAL AND STATE LAWS**

Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Governmental Code (added by 87<sup>th</sup> Legislature, S. B. 19), Vendor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the above-described contract] against a firearm entity or firearm trade association. “Discriminate against a firearm entity or firearm trade association” is defined in Section 2274.001(3) (added by 87<sup>th</sup> Legislature, S. B. 19) and means, with respect to the entity or association, to (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company’s refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity’s or association’s status as a firearm entity or firearm trade association.

Vendor Hereby Certifies (Mark Applicable Certification):

\_\_\_\_\_ Vendor is EXEMPT from Certification as set out above.

\_\_\_\_\_ Vendor is NOT EXEMPT from Certification as set out above, and Vendor Certifies that it does not and will not Boycott Energy Companies and that it does not and will not engage in prohibited Discrimination against Firearm Entities or Firearm Trade Associations.

Signature \_\_\_\_\_ X

**THIS FORM MUST BE SIGNED.**

**THE ORIGINAL WITH ORIGINAL SIGNATURE AND ONE (1) COPY MUST BE RETURNED WITH BID!**

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**AFFIRMATIONS/FORMS/DOCUMENTS**

✓ Check Indicates Completion	
	1. <b>References.</b> Bidder has provided references, <b>other than Tarrant County.</b> References must be able to verify the quality of service the company provides and that the company has completed a project of similar size and scope of work in this RFB.
	2. <b>Signatures.</b> All forms requiring a signature must be signed. Bids not signed will be rejected.
	3. <b>Price Forms.</b> All sections of Price Forms have been completed.
	4. Bidder has acknowledged Secondary/Alternate Award and Cooperative Purchasing opportunities in the Special Terms and Conditions on pages 6 and 7.
	5. <b>Insurance Certificates (If required).</b> Bidders must submit all Insurance Certificates prior to commencement of work. If no insurance requirements specified, mark N/A.
	6. <b>Addenda.</b> When applicable, Bidder acknowledges receipt of all Addenda and any revised Forms. Bidder must sign and submit any required signature forms.
	7. <b>It is the Bidders' sole responsibility to print and review all pages of the RFB document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive.</b> Failure to complete and submit all required forms, including but not limited to References, Compliance With Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire bid.
	8. Bidder has read, understands, and agrees to Tarrant County's Criminal Background Check requirements.
	9. <b>Accuracy for all mathematical and numerical entries is the sole responsibility of the Bidder.</b> Tarrant County will not be responsible for errors made by the Bidder.
	10. Bidder's company is registered on TVORS (Tarrant Vendor On-Line Registration System).
	11. Bidder has sealed and marked the envelope with the Company Name, RFB Number, RFB Title, and due date.

**THE ORIGINAL AND ONE (1) COPY OF THIS FORM SHOULD BE RETURNED WITH BID!**

# NO-BID RESPONSE

In the event that your organization chooses not to submit a bid/proposal for this solicitation, the Tarrant County Purchasing Department is interested in the reasons why vendors have chosen not to submit bids/proposals in order to better serve the taxpayers of Tarrant County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- Could not meet specifications.
- Items or materials requested not manufactured by us or not available to our company.
- Insurance requirements too restricting.
- Bond requirements too restricting.
- The scope of services not clearly understood or applicable (too vague, too rigid, etc.)
- The project not suited to our organization.
- Quantities too small.
- Insufficient time allowed for preparation of bid/proposal.
- Other (please specify).

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Vendor Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Please send your response to:  
Tarrant County Purchasing Department  
100 E. Weatherford, Suite 303  
Fort Worth, TX 76196-0104

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**QUESTIONNAIRE FORM**

1. How many years has vendor been in business of extraditing prisoners? \_\_\_\_\_
2. How many prisoners did vendor transport in the past twelve (12) months? \_\_\_\_\_
  - a. How many were male? \_\_\_\_\_
  - b. How many were female? \_\_\_\_\_
3. How many overnight trips were affected by vendor where lodging had to be secured for prisoners?  
\_\_\_\_\_
4. What is the average length of trip (in miles) vendor made during the last twelve (12) months?  
\_\_\_\_\_
5. What is the average length of trip (in days) vendor made during the last twelve (12) months?  
\_\_\_\_\_
6. How many personnel does vendor employ for transportation of prisoners? \_\_\_\_\_
7. How many personnel are assigned to each van per trip? \_\_\_\_\_
8. Does the number of personnel assigned to a van change based on the number of prisoners being transported, or on the ratio of female to male prisoners? Explain in detail.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THE ORIGINAL AND ONE (1) COPY OF THIS FORM MUST BE RETURNED WITH BID!**

**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**QUESTIONNAIRE FORM**

9. How many vehicles does vendor have ready for transportation of prisoners?

\_\_\_\_\_

Do any of these need to be modified to conform to specifications? \_\_\_\_\_

If so, how many? \_\_\_\_\_

10. Does the vendor have its own maintenance facilities and personnel for upkeep of the vans?

\_\_\_\_\_

If so, where is it located? \_\_\_\_\_

\_\_\_\_\_

11. How many personnel are dedicated to maintenance service? \_\_\_\_\_

12. Under what conditions/or illnesses would vendor refuse to transport a prisoner? Explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Does vendor provide a training program for personnel who transported prisoners, or is training provided by an outside source? If an outside source, please provide name, address, phone number and contact person for the agency.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. What hours does the vendor's ground transportation system normally operate? \_\_\_\_\_

\_\_\_\_\_

**THE ORIGINAL AND ONE (1) COPY OF THIS FORM MUST BE RETURNED WITH BID!**



**ANNUAL CONTRACT FOR PRISONER EXTRADITION SERVICES**

**PRICE FORM**

ITEM NO.	DESCRIPTION	TOTAL
1.	<b>Ground Transportation (one way)</b>	
	Cost Per Mile, Per Male Prisoner	\$ _____
	Cost Per Mile, Per Female Prisoner	\$ _____
	Cost Per Mile, Per Juvenile Prisoner	\$ _____
2.	<b>Air Transportation (one way)</b>	
	Cost Per Mile, Per Male Prisoner	\$ _____
	Cost Per Mile, Per Female Prisoner	\$ _____
	Cost Per Mile, Per Juvenile Prisoner	\$ _____
3.	<b>Additional Fees</b>	
	Minimum Trip Fee	\$ _____
	Discount, if more than one (1) prisoner per pick-up/drop-off location at the same time	\$ _____
	Penalty for Canceled Trip	\$ _____
	Perform I.A.D.s (Interstate Agreement on Detainer)? Yes_____ No_____	\$ _____
	Perform In-State Bench Warrants? Yes_____ No_____	\$ _____
		<b>TOTAL: \$ _____</b>

**BIDDER MUST BID ON ALL ITEMS.**

**ALL DELIVERY/FREIGHT/TRAVEL/FUEL/TARRIF COSTS TO BE INCLUDED IN UNIT PRICING.**

**The Original and One (1) Copy of this Form Must Be Returned with Bid!**



Please cut out and affix to the outside of your response package



**TARRANT COUNTY  
SEALED BID/PROPOSAL/RESPONSE**

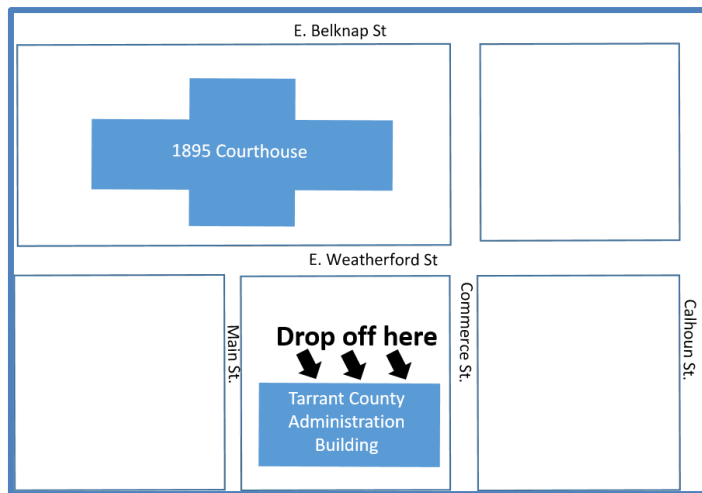
**RFB No. 2023-085**

**ANNUAL CONTRACT FOR PRISONER  
EXTRADITION SERVICES**

**Due Date: MARCH 9, 2023 AT 2:00 P.M. CST**

Tarrant County Administration Building  
ATTN: Purchasing Department  
100 E. Weatherford St., Third Floor, Suite 303  
Fort Worth, Texas 76196-0104

Street  
View



Building  
View

