



HOLISTIC

Utility Solutions

Advanced Metering Infrastructure (AMI) Solutions

RFP # 2025-002

North Central Texas Council of Governments (“NCTCOG”)
TXShare Cooperative Purchasing Program (“TXShare”)

Centerpoint II
616 Six Flags Drive
Arlington, TX 76011

January 10, 2025



North Central Texas Council of Governments



January 10, 2025

Lisa Littrell
NCTCOG
616 Six Flags Drive
Arlington, TX 76011

Subject: Advanced Metering Infrastructure (AMI) Solutions

Dear Ms. Littrell:

Holistic Utility Solutions is pleased to provide the enclosed response to your RFP for Advanced Metering Infrastructure (AMI) Solutions.

We have included all required sections to the best of our ability. Note that we converted Exhibit 4 to the Word document due to the amount of information requested. All sections match those in the provided form.

Our team is based in Grapevine, TX and focuses on public sector clients. We have completed AMI 3rd party reviews, Water Loss Studies, and more. Beyond our AMI offerings, in the past year we have worked with City of Frisco, TCCD, and are in development with other NCTCOG members.

As you review our response, please let us know what questions you have. We look forward to partnering with NCTCOG on promoting this contract to help the members throughout North Texas and beyond.

Sincerely,

Ira Nicodemus
President, Holistic Utility Solutions
ira@HolisticUS.com



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1. Certificate of Offeror and Statement of Understanding

Cover Page

Please see cover page on following page.

TXShare

Your Public Sector Solutions Center

REQUEST FOR PROPOSALS

For

Advanced Metering Infrastructure (AMI) Solutions

RFP # 2025-002

Sealed proposals will be accepted until 2:00 PM CT, **January 10, 2025**, and then publicly opened and read aloud thereafter.

Legal Name of Proposing Firm

Contact Person for This Proposal

Title

Contact Person Telephone Number

Contact Person E-Mail Address

Street Address of Principal Place of Business

City/State

Zip

Mailing Address of Principal Place of Business

City/State

Zip

Point of Contact for Contract Negotiations

Title

Point of Contact Telephone Number

Point of Contact Person E-Mail Address

Acknowledgment of Addenda (initial): #1 _____ #2 _____ #3 _____ #4 _____ #5 _____

NOTE: Any confidential/proprietary information must be clearly labeled as “confidential/proprietary”. All proposals are subject to the Texas Public Information Act.

COVER SHEET



Statement of Understanding

As an experienced public sector consultant with similar cooperative contracts from other agencies, we understand the intent and purpose of this solicitation and are prepared to meet all requirements as requested.

Our team is based in Grapevine, TX and has extensive experience working with Advanced Metering Infrastructure (AMI) and related water solutions throughout the NCTCOG service area and broader Texas market.



2. Key Personnel

Below is a summary of the project team:



Ira Nicodemus - President & Team Lead

Ira is the Founder of Holistic Utility Solutions and serves as the President. With 16+ years of experience in energy and water management, he brings a wide range of industry expertise and experience. He will function as the Team Lead and POC.

While working with a prior employer, Ira served as the Team Lead on development of AMI conversions with the following Texas Cities between 2020-2022:

- City of Waxahachie
- City of Richland Hills
- City of Kaufman
- City of Wilmer
- City of Lufkin

After launching Holistic Utility Solutions in late-2022, Ira served as lead on the 3rd party review of the proposed Texarkana Water Utilities (TWU) AMI conversion. During this review he and the team found a calculation error that overstated projected revenue by approximately 30%. He then supported the client to negotiate a cost reduction of 12%, worth \$2.5M, from the contractor without reducing the project scope.

Ira holds a BS in Engineering & Management (Clarkson University), MBA (University of North Texas), is a Certified Energy Manager (AEE), and a NABCEP PV Associate.



Emma Nicodemus – VP of Finance

Emma has 10 years of experience in Finance and Commercial Real Estate. She holds a BBA in Finance from University of Central Arkansas. Emma is detail oriented and has in depth experience with development and financial modeling for large scale projects. Emma completed extensive account billing verification for the Texarkana Water Utilities Water Loss Study.



Kendal Huggins – Marketing

Kendal supports marketing related items for Holistic and their clients. Since AMI implementations interface so closely with communities, Kendal’s support of community engagement programs will be key to ensuring strong customer satisfaction throughout implementation. Kendal holds a BS in Design, Housing, and Merchandising from OSU.



Swetha Dokku – Energy Consultant

Swetha serves holds a MS in Environmental Science from Lamar University and has experience with ArcGIS, and other tools for system mapping and analysis. She will assist with data collection and mapping on AMI rollouts.



Eric Trelease – Data Scientist

Eric is a technical problem solver with a BS and MS in Mechanical Engineering. He is trained in Python and experienced with data cleaning & preprocessing, exploratory data analysis, and data visualization. Eric will serve as a resource for any large data sets that will be encountered in the analysis.



David Muzzy, P.E.

David has over 40 years of experience in utility management. He holds both a BS and MS in Mechanical Engineering from UTA. His career includes 22 years with DFW Airport and 12 years as Energy Manager for Texas Christian University. In addition, he is a retired Colonel with the US Air Force Reserves. David supports saving calculation development and review for AMI projects.



3. References

Reference #1 – Texarkana Water Utilities
AMI 3rd Party Review

Texarkana Water Utilities (TWU) serves approximately 30,000 connections across Texas and Arkansas. In early-2024, they selected Holistic Utility Solutions via competitive RFQ to complete a 3rd party review and cost analysis of their potential \$20M AMI conversion.



During review, the Holistic team identified an error in the savings calculations used by the installing contractor. This error resulted in an overstatement of projected W/S revenue of more than 30%.

Using this revised revenue projection data in conjunction with an Open Book Pricing Analysis, Holistic assisted the customer in negotiating a \$2.5M reduction in project cost without reducing project scope.

The ultrasonic meters used in this project were a combination of Diehl and Neptune using an iTron network.



Reference Contact:

Gary Smith, P.E. – Executive Director

Phone: 903-798-3821

Email: gsmith@txkusa.org



Reference #2 – Texarkana Water Utilities
Non-Revenue Water Loss Analysis

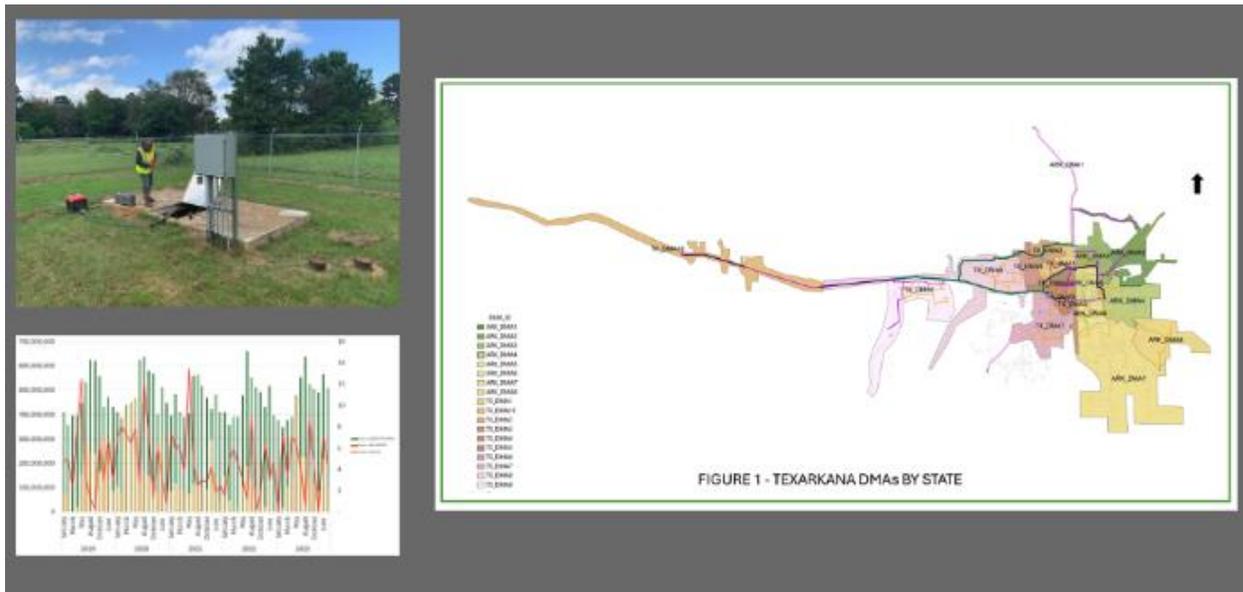


Texarkana Water Utilities (TWU) serves approximately 30,000 connections across Texas and Arkansas. In mid-2024, they selected Holistic Utility Solutions via competitive RFQ to complete a comprehensive water loss audit. This included:

- Analysis of Real Water Loss
- Audit of all Accounts
- Analysis and Recommendation of Solutions

Holistic completed detailed analysis of relevant accounts, tariffs, SCADA logs, meter accuracy test, and 3rd party benchmark data to complete the report. We also completed field verification of 100+ accounts.

Of particular interest was the District Metered Area (DMA) analysis that evaluated potential groups of meters for analysis into smaller zones. This involved extensive GIS data analysis and mapping. Budgets for all solutions were developed in addition to potential savings.



Reference Contact:

Gary Smith, P.E. – Executive Director

Phone: 903-798-3821

Email: gsmith@txkusa.org



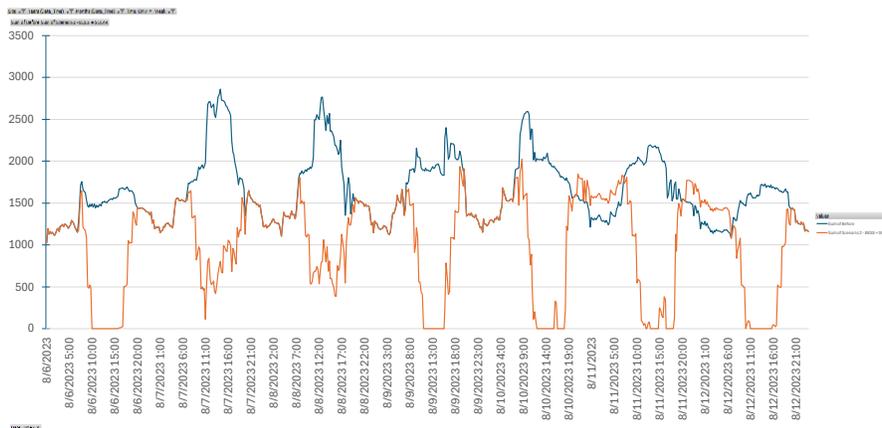
Reference #3 – Tarrant County Community College

While not an AMI project, we are including this project due to it being a local public agency and demonstrating similar core competencies of large data analysis and reporting.

TCCD covers 5M+ square feet of space across 5+ large campuses in the Fort Worth area. Following a referral from University of Texas Dallas, where Holistic had also completed a solar analysis, TCCD engaged us to assist with evaluation of energy storage (Battery and Thermal) at 6 of their locations.



This Feasibility Assessment included detailed analysis of 24-months of interval data at site. Our Data Science team built custom Python models to recreate utility bills based on each site's tariff. Load shape was then modified based on the potential solar, battery, and thermal storage systems. The models were used to forecast energy cost with each scenario. Full financial cash flows were also generated. The final deliverable was a 200+ page report that provided the client the roadmap they need to implement a successful \$20-40M+ program over the coming 5 years.



Reference Contact:

Danny Helm, Energy Manager

Phone: 817-515-9226

Email: daniel.helm@tccd.edu



Reference #4 – Texarkana Regional Airport

While not an AMI project, we are including this project due to it being a public agency and demonstrating our ability to creatively collaborate and solve problems on the customer's behalf.

in early-2024, Holistic Utility Solutions was hired as an Owner's Representative and Construction Manager on a \$2.3M solar carport project at the new Texarkana Airport terminal.



The airport engaged Holistic to oversee review of the solar contractor's design and ensure a smooth installation process. The project is approximately 500KW.



During review of the contractor's audit, Holistic was able to identify an additional 20% savings on the project by optimizing the rate tariff for two meters.



The project was to be funded through a low-interest State energy loan. At the last minute, the State denied the loan on a technicality. Holistic then worked with the contractor, owner, and State to develop an alternative plan to secure the low interest loan and save approximately \$1M in lifetime interest cost.

Reference Contact:

Paul Mehrlich III, Executive Director of Aviation

Phone: (870) 774-2171

Email: Director@TXKAirport.com



4. Project Related Experience and Qualifications

As a small business, our President and owner still works closely with all team member and most customers. As such, his experience in this space is relevant.



Prior to starting Holistic Utility Solutions in 2022, Ira worked with approximately 6 Texas cities from 2020-2022 to develop and implement over 50,000 AMI meter conversions.

These projects included the following:

Client:	City of Waxahachie
Project Description:	Complete conversion of 14,500 manual meters to AMI.
Technologies Used:	Badger Meters
Results:	After evaluating the existing meter manufacturer (Sensus) against multiple alternatives, a shortlist of two firms (Badger and Master Meter) were selected for detailed analysis and evaluation. Badger was selected for their brass meter components, cellular connectivity, and strong customer portal. The project was approved through the Local Government Code 302 Energy Savings Performance Contract and successfully implemented.



Client: City of Kaufman
Project Description: Complete conversion of 3,000 manual meters to AMI.
Technologies Used: Master Meter
Results: After engaging the Kaufman team in Summer 2020, Ira began developing budgetary proposals and system evaluations with the Public Works team. Approximately 1 year later the project was approved and successfully implemented. This project used the Master Meter fixed-base system. It was funded by Government Capital and procured through an Energy Saving Performance Contract.

Client: City of Richland Hills
Project Description: Complete conversion of 3,000 manual meters to AMI.
Technologies Used: Badger Meters
Results: After engaging the Richland Hills team in Summer 2020, Ira began developing budgetary proposals and system evaluations with the Public Works team. Approximately 2 years later the project was approved and successfully implemented. This project used the Badger cellular system and was procured through an Energy Saving Performance Contract.

Our team’s capabilities in public sector procurement, data analytics, consulting, project development, construction management, and AMI systems provide robust support for the following Project Goals and Desired Outcomes:

- **Goal 1: Provide a Versatile Water Metering Solution**
 - o **Challenge:** Develop a metering system that can be customized to suit different environments, infrastructure types, and pipe configurations across TXShare's member entities, ensuring compatibility with residential, commercial, and industrial areas.



- **Response:** We've worked with and/or have relationships with all of the major manufacturers (Badger, Neptune, Master Meter, Sensus, Diehl, Kamstrup, etc.) active in the Texas market. Since we are not tied to any one solution, we can evaluate what is best for each respective customer based on their soil type, pipe configuration, size, etc.

- **Goal 2: Implement Advanced Data Management and Integration**
 - **Challenge:** Propose a system that enables real-time, secure data access and integrates seamlessly with a variety of billing and customer service platforms used by TXShare members. The system must provide automated meter reading (AMR) and advanced metering infrastructure (AMI) capabilities tailored to each entity's operational needs.
 - **Response:** While we are not a hardware or software provider, we have strong experience with data analytics and integration. Each system we evaluate must provide secure data and robust data visualization and reporting capabilities.

For more advanced solutions, we partner with 3rd party analytics firms like H2o Analytics and Smart Water Analytics to develop and deploy custom dashboards and user portals for customers. These allow incorporation of AI-Driven analytics and Machine Learning to identify leaks, provide insight to usage patterns, and enable proactive management of resources.

- **Goal 3: Achieve Cost-Effective and Scalable Implementation**
 - **Challenge:** Provide a pricing model that supports phased implementation across the cooperative and offers flexibility for entities of different sizes and financial capacities. The solution should accommodate both immediate needs and future scalability as more TXShare members choose to participate in the program.
 - **Response:** While we can offer turnkey projects, for many customers we function as an independent consultant for evaluation of the best way to implement a solution. For small systems, we often recommend turnkey approach that minimizes impact on staff. For larger systems, we focus on how a project is put together and prices to strike the right balance between cost and ease of implementation. This is evidenced by our ability to reduce \$2.5M (12%) of the project cost for TWU, without reducing scope, through our owner's rep services.

- **Goal 4: Ensure Efficient Maintenance, Repair, and Meter Replacement Support for Member Entities**
 - **Challenge:** Create a comprehensive support program that provides training, resources, and responsive service for maintaining and repairing metering systems. This program should facilitate timely meter replacements and repairs, minimizing service disruptions. Additionally, propose a proactive maintenance schedule and a streamlined issue-reporting process that can adapt to the varying needs and capacities of TXShare member entities.



- **Response:** Once systems are implemented, the primary challenge to strong adoption is implementation of systems and training. We work with cities to train staff members and implement operational improvements and routines to ensure long term success of the program. These processes typically include variance analysis, triage of potential issues, customer engagement, and evaluation of additional technologies that may leverage AMI data to greater effect (e.g. DMAs).



5. Technical Proposal

Since we primarily offer Professional Services, Data Analytics, and Water Loss Analysis, our response to this section will be different than respondents offering specific installation or hardware solutions.

We strive to take a holistic approach to our engagements. This begins by understanding the customer's goals and objectives. This normally involves detailed discussions with clients through interviews and review of their Master Plans and Budgets.

We then gather all relevant data. This typically includes utility billing downloads, GIS system data, rate tariffs, water loss reports, and hardware specifications.

Utilizing this data, we begin evaluating the gap between the client's current state and their desired outcomes.

We develop a comprehensive adoption plan to include phased implementation, budgetary estimates, and forecasted savings for review with the customer.

Once engaged in a specific project, we assist with procurement through purchasing co-operatives, RFQ/RFP, or other legal and appropriate means. The final package is put together alongside the customer to ensure relevant input is not missed.

As the project moves into implementation, we offer Construction Management services to assist with deployment of the solution. This includes project meetings, field inspections, data validation, etc. throughout the project process.

Finally, we stay engaged with the customer post-implementation to ensure the system is fully adopted and optimized. This includes training, data review, dashboards, variance reporting, etc.

When needed, we engage subcontractors for the ongoing data analytic dashboards associated with managing systems. Our two primary partners on this are [H2o Analytics](#) based in Austin, TX and [Smart Water Analytics](#) in Georgia. These



are both small firms with active owners that excel at building custom dashboards and data solutions for customers.



6. Pricing

Exhibit 1

Category 1 - Equipment, Products, and Supplies

Description	% Discount off Catalog	Notes/Comments
Water Utility Meters and Controllers		Not Offered
Water Utility Meter Software Management and Electronic Monitoring		Not Offered
Automated Water Meter Reading Systems		Not Offered
Interactive Customer Engagement Portal		Utilize 3rd party portals
Other (please specify):		

Category 2 - Installation and Repair Services

Description	% Discount off Catalog	Notes/Comments
Hourly Labor Rate for Installation/Repair Service of Water Utility Meter and Products		Not Offered
Other (please specify):		

Category 3 - Professional Services

Description	% Discount Catalog	Notes/Comments
Billing System Integration	5%	Discount off of hourly rate
Onsite Training	5%	Discount off of hourly rate
Project Management	5%	Discount off of hourly rate
Propagation Study		Not Offered
Software Hosting, Maintenance, and Support	5%	Discount off of hourly rate
Technical Support	5%	Discount off of hourly rate
Other (please specify): Project Development	5%	Discount off of hourly rate

Category 4 - Ancillary Goods and/or Services

Description	% Discount Catalog	Notes/Comments
Data Analytics	5%	Discount off of hourly rate
Water Loss Analysis	5%	Discount off of hourly rate



Exhibit 2

AMI Solution

1. Pricing for Register Replacement Only

Meter Size - Multi-jet	Quantity	Unit List Price	% Discount off List	Unit List Price After Discount	Total w/Discount	Notes/Comments	
5/8"	1,682	\$0.00	0%	\$0.00	\$0.00		
Installation 5/8"	1,682	\$0.00	0%	\$0.00	\$0.00		
3/4"	1	\$0.00	0%	\$0.00	\$0.00		
Installation 3/4"	1	\$0.00	0%	\$0.00	\$0.00		
1"	2,124	\$0.00	0%	\$0.00	\$0.00		
Installation 1"	2,124	\$0.00	0%	\$0.00	\$0.00		
1.5"	5	\$0.00	0%	\$0.00	\$0.00		
Installation 1.5"	5	\$0.00	0%	\$0.00	\$0.00		
2"	164	\$0.00	0%	\$0.00	\$0.00		
Installation 2"	164	\$0.00	0%	\$0.00	\$0.00		
3"	13	\$0.00	0%	\$0.00	\$0.00		
Installation 3"	13	\$0.00	0%	\$0.00	\$0.00		
4"	11	\$0.00	0%	\$0.00	\$0.00		
Installation 4"	11	\$0.00	0%	\$0.00	\$0.00		
6"	2	\$0.00	0%	\$0.00	\$0.00		
Installation 6"	2	\$0.00	0%	\$0.00	\$0.00		
State Meter Manufacturer:					Total	\$0.00	

2. Pricing for Complete Meter Change Out

Meter Size - Multi-jet	Quantity	Unit List Price	% Discount off List	Total Price	Total w/Discount	Notes/Comments	
5/8"	1,682	\$0.00	0%	\$0.00	\$0.00		
Installation 5/8"	1,682	\$0.00	0%	\$0.00	\$0.00		
3/4"	1	\$0.00	0%	\$0.00	\$0.00		
Installation 3/4"	1	\$0.00	0%	\$0.00	\$0.00		
1"	2,124	\$0.00	0%	\$0.00	\$0.00		
Installation 1"	2,124	\$0.00	0%	\$0.00	\$0.00		
1.5"	5	\$0.00	0%	\$0.00	\$0.00		
Installation 1.5"	5	\$0.00	0%	\$0.00	\$0.00		
2"	164	\$0.00	0%	\$0.00	\$0.00		
Installation 1.5"	164	\$0.00	0%	\$0.00	\$0.00		
3"	13	\$0.00	0%	\$0.00	\$0.00		
Installation 3"	13	\$0.00	0%	\$0.00	\$0.00		
4"	11	\$0.00	0%	\$0.00	\$0.00		
Installation 4"	11	\$0.00	0%	\$0.00	\$0.00		
6"	2	\$0.00	0%	\$0.00	\$0.00		
Installation 6"	2	\$0.00	0%	\$0.00	\$0.00		
State Meter Manufacturer:					Total	\$0.00	

3. Infrastructure and Collection Points

Description	Quantity	Unit List Price	% Discount off List	Total Price	Total w/Discount	Notes/Comments
Towers/Repeaters	2	\$0.00	0%	\$0.00	\$0.00	
Maintenance Contract (per year)	1	\$0.00	0%	\$0.00	\$0.00	
Data Transmission Costs (per year)	1	\$0.00	0%	\$0.00	\$0.00	
Other (please specify):		\$0.00	0%	\$0.00	\$0.00	
Total					\$0.00	

4. Hosting, Maintenance, and Support (5-Year Cost)

Description	Quantity	Unit List Price	% Discount off List	Total Price	Total w/Discount	Notes/Comments
Hosting	1	\$0.00	0%	\$0.00	\$0.00	
Maintenance and Support	1	\$0.00	0%	\$0.00	\$0.00	
Other (please specify):		\$0.00	0%	\$0.00	\$0.00	
Total					\$0.00	

5. Warranty Costs

Description	Quantity	Unit List Price	% Discount off List	Total Price	Total w/Discount	Notes/Comments
20-Year Warranty on Meter Bodies	1	\$0.00	0%	\$0.00	\$0.00	
10-Year Warranty on Meter Registers	1	\$0.00	0%	\$0.00	\$0.00	
Other (please specify):		\$0.00	0%	\$0.00	\$0.00	
Total					\$0.00	

6. Software and Application Costs

Description	Quantity	Unit List Price	% Discount off List	Total Price	Total w/Discount	Notes/Comments
System Software	1	\$0.00	0%	\$0.00	\$0.00	
Mobile Application	1	\$0.00	0%	\$0.00	\$0.00	
Other (please specify):		\$0.00	0%	\$0.00	\$0.00	
Total					\$0.00	

7. Training and Propagation Study

Description	Quantity	Unit List Price	% Discount off List	Total Price	Total w/Discount	Notes/Comments
Onsite Training (14 people)	1	\$0.00	0%	\$0.00	\$0.00	
Propagation Study	1	\$0.00	0%	\$0.00	\$0.00	
Other (please specify):		\$0.00	0%	\$0.00	\$0.00	
Total					\$0.00	

8. Implementation Costs

Description	State Quantity	Unit List Price (Hourly Rate)	% Discount off List	Total Price	Total w/Discount	Notes/Comments
Project Management	800	\$195.00	5%	\$185.25	\$148,200.00	Oversight of implementation
System Integration	150	\$215.00	5%	\$204.25	\$30,637.50	This includes support of the integration from the AMI system to the billing system
Installation Services	0	\$0.00	5%	\$0.00	\$0.00	We do not physically install meters
Data Management and Analytics	150	\$175.00	5%	\$166.25	\$24,937.50	This includes data validation throughout the project
Cybersecurity Measures	40	\$215.00	5%	\$204.25	\$8,170.00	
Other (please specify): Project Development	400	\$215.00	5%	\$204.25	\$81,700.00	This includes support of project specifications, selection, procurement, savings analysis, etc.

Subtotal					\$293,645.00	<i>*This represents total cost for project development and management as an independent 3rd party offering Professional Services. Total cost typically equal 8-12% of project cost depending on project size and complexity.</i>
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AMI Solution

Conditions:

2. Service area covers 9 square miles
3. Customer estimates 6,000 meters at build out
4. Proposed system must function as both an AMI system and AMR drive by system
5. Customer desires initial 6-month pilot program providing AMI service to 1 subdivision with approximately 145 meters.
6. All infrastructure and collection points must be located on Customer owned Property (towers/repeaters)
7. Offeror must have a 20-year warranty on all meter bodies and a 10-year warranty on all meter registers for accuracy and battery life with replacement at no additional charge to the Customer for the first 10 years.
8. System software must be capable of providing individual account reports, leak detection, tamper alarms, and reverse flow alarms.
9. Customer's current water billing software is Tyler Incode®
10. System ability to transfer multiple readings per day
11. End point - initial transmission point is the register (no exterior transfer points such as antennae)
12. All data transfer must be two-way communication
13. Must provide a downloadable mobile application for customer use which should include the following:
 - a. Daily, monthly, and historical usage volumes
 - b. Leak alerts
 - c. High consumption alerts
 - d. Data provided must be viewable as a graph with numerical values attached
14. Must provide propagation study for staff review.
15. Must provide onsite training for a minimum of 14 members (software, technical issues in the field)

***Note: All quantities listed are estimates and are subject to change by Customer.**

ITEM NO.	ITEM DESCRIPTION		
1	Offeror has been in business and provided meter services in the USA for a minimum of 15 years	<input type="checkbox"/>	Yes
2	Offeror provides a 20-year warranty on all meter bodies and a 10-year warranty on all meter registers for accuracy and battery life with replacement at no additional charge to the Customer for the first 10 years.	<input type="checkbox"/>	Yes
3	Software has the capability of providing individual account reports, leak detection, tamper alarms, and reverse flow alarms.	<input type="checkbox"/>	Yes
4	System software is compatible with Customer's current water billing software, Tyler Incode®.	<input type="checkbox"/>	Yes
5	System has the ability to transfer multiple readings per day.	<input type="checkbox"/>	Yes
6	Offeror has a downloadable mobile application for customer use that includes the functionality listed in the conditions above.	<input type="checkbox"/>	Yes
7	Offer has the ability to provide the desired 6-month pilot program providing AMI services to 1 subdivision with approximately 145 meters.	<input type="checkbox"/>	Yes
8	Offeror attached Exhibit 1 - Proposal Price Worksheet with Proposal Package.	<input type="checkbox"/>	Yes
9	Specify all billing software systems that your system software is proven to be compatible with:		
10	Respondent Notes: We are only submitting on Service Category 3 & 4. Most of the above items are not applicable to our services, so we have left blank.		



Rate Sheet

2025 RATE SHEET



STANDARD WORK HOURS

The following labor rates are used for our normal operating hours. During field services, the minimum charge is 4 hours. Rates are charges to the nearest 1/2 hour. All times listed are local time zone where work is performed.

RATE DETAILS

Standard Rate: 8am-5pm, Mon-Fri
Overtime Rate: 1.5x standard rate
Holiday Rate: 2x standard rate
Per Diem Rate: Federal Rate at Location
Mileage Rate: Federal Rate
Travel Time: 50% Standard Rate

Classification	Standard Hourly Rate
Principal	\$275
Sr. Analyst	\$215
Analyst	\$175
Sr. Project Manager	\$195
Project Manager	\$165
Sr. Commissioning Agent	\$195
Commissioning Agent	\$175
Technician	\$140
Junior Analyst	\$120

NOTES

- Overtime rates charged for hours worked more than 8 hours per day, M-F. Weekends billed at overtime rate.
- Mileage, Meals, & Incidentals: Charged separately at Standard Government Rate
- Airfare: Billed at cost
- Lodging: Billed at cost or Standard Government Rate, per customer preference
- Parking tolls, and other incidentals charged at cost

2025 HOLIDAY SCHEDULE

- January 1 New Year's Day
- January 20 Martin Luther King Day
- February 17 President's Day
- May 26 Memorial Day
- July 4 Independence Day
- September 1 Labor Day
- October 13 Columbus Day
- November 11 Veterans Day (observed)
- November 27 Thanksgiving Day
- November 28 Day after Thanksgiving
- December 24 Christmas Eve
- December 25 Christmas



7. HUB Bonus

While we are a Small Business, we do not qualify for most HUB categories and therefore do not expect we qualify for the HUB Bonus.



8. Proposed Value-Add

All of the core capabilities of our offerings as consultants, project developers, and construction managers have been addressed in the Scope of Work.



9. Required Attachments



Attachment I - Instructions for Proposals Compliance and Submittal

**ATTACHMENT I: INSTRUCTIONS
FOR PROPOSALS COMPLIANCE AND SUBMITTAL**

Compliance with the Solicitation

Submissions must be in strict compliance with this solicitation. Failure to comply with all provisions of the solicitation may result in disqualification.

Compliance with the NCTCOG Standard Terms and Conditions

By signing its submission, Offeror acknowledges that it has read, understands and agrees to comply with the NCTCOG standard terms and conditions.

Acknowledgment of Insurance Requirements

By signing its submission, Offeror acknowledges that it has read and understands the insurance requirements for the submission. Offeror also understands that the evidence of required insurance must be submitted within ten (10) working days following notification of its offer being accepted; otherwise, NCTCOG may rescind its acceptance of the Offeror's proposals. The insurance requirements are outlined in the [NCTCOG Procurement Standard Terms and Conditions](#).

Name of Organization/Contractor(s):

Signature of Authorized Representative:



Date: _____



Attachment II – Certification of Offeror

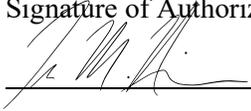
ATTACHMENT II: CERTIFICATIONS OF OFFEROR

I hereby certify that the information contained in this proposal and any attachments is true and correct and may be viewed as an accurate representation of proposed services to be provided by this organization. I certify that no employee, board member, or agent of the North Central Texas Council of Governments has assisted in the preparation of this proposal. I acknowledge that I have read and understand the requirements and provisions of the solicitation and that the organization will comply with the regulations and other applicable local, state, and federal regulations and directives in the implementation of this contract.

I also certify that I have read and understood all sections of this solicitation and will comply with all the terms and conditions as stated; and furthermore that I, _____(typed or printed name) certify that I am the _____ (title) of the corporation, partnership, or sole proprietorship, or other eligible entity named as offeror and respondent herein and that I am legally authorized to sign this offer and to submit it to the North Central Texas Council of Governments, on behalf of said offeror by authority of its governing body.

Name of Organization/Contractor(s):

Signature of Authorized Representative:

 _____

Date: _____



Attachment III – Certification Regarding Debarment

**ATTACHMENT III: CERTIFICATION
REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

This certification is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 93, Government-wide Debarment and Suspension, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668, 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned certifies, to the best of his or her knowledge and belief, that both it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
2. Have not within a three-year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction, violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false Proposals, or receiving stolen property;
3. Are not presently indicated for or otherwise criminally or civilly charged by a government entity with commission of any of the offense enumerated in Paragraph (2) of this certification; and,
4. Have not within a three-year period preceding this contract had one or more public transactions terminated for cause or default.

Where the prospective recipient of federal assistance funds is unable to certify to any of the qualifications in this certification, such prospective recipient shall attach an explanation to this certification form.

Name of Organization/Contractor(s):

Signature of Authorized Representative:



Date: _____



Attachment IV – Restrictions on Lobbying

ATTACHMENT IV: RESTRICTIONS ON LOBBYING

Section 319 of Public Law 101-121 prohibits recipients of federal contracts, grants, and loans exceeding \$100,000 at any tier under a federal contract from using appropriated funds for lobbying the Executive or Legislative Branches of the federal government in connection with a specific contract, grant, or loan. Section 319 also requires each person who requests or receives a federal contract or grant in excess of \$100,000 to disclose lobbying.

No appropriated funds may be expended by the recipient of a federal contract, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any federal executive department or agency as well as any independent regulatory commission or government corporation, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

As a recipient of a federal grant exceeding \$100,000, NCTCOG requires its subcontractors of that grant to file a certification, set forth in Appendix B.1, that neither the agency nor its employees have made, or will make, any payment prohibited by the preceding paragraph.

Subcontractors are also required to file with NCTCOG a disclosure form, set forth in Appendix B.2, if the subcontractor or its employees have made or have agreed to make any payment using nonappropriated funds (to include profits from any federal action), which would be prohibited if paid for with appropriated funds.

**LOBBYING CERTIFICATION
FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge or belief, that:

1. No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an officer or employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal loan, the entering into of any cooperative Contract, and the extension, continuation, renewal, amendment, or modification or any federal contract, grant, loan, or cooperative contract; and
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, and or cooperative contract, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying”, in accordance with the instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify accordingly.

Name of Organization/Contractor(s):

Signature of Authorized Representative:



Date: _____



Attachment V – Drug-Free Workplace Certification

ATTACHMENT V: DRUG-FREE WORKPLACE CERTIFICATION

The _____ (company name) will provide a Drug Free Work Place in compliance with the Drug Free Work Place Act of 1988. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on the premises of the _____ (company name) or any of its facilities. Any employee who violates this prohibition will be subject to disciplinary action up to and including termination. All employees, as a condition of employment, will comply with this policy.

CERTIFICATION REGARDING DRUG-FREE WORKPLACE

This certification is required by the Federal Regulations Implementing Sections 5151-5160 of the Drug-Free Workplace Act, 41 U.S.C. 701, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668 and 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned subcontractor certifies it will provide a drug-free workplace by:

Publishing a policy Proposal notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee;

Establishing an ongoing drug-free awareness program to inform employees of the dangers of drug abuse in the workplace, the subcontractor’s policy of maintaining a drug-free workplace, the availability of counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed on employees for drug violations in the workplace;

Providing each employee with a copy of the subcontractor’s policy Proposal;

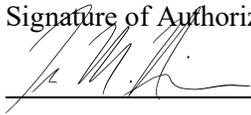
Notifying the employees in the subcontractor’s policy Proposal that as a condition of employment under this subcontract, employees shall abide by the terms of the policy Proposal and notifying the subcontractor in writing within five days after any conviction for a violation by the employee of a criminal drug abuse statute in the workplace;

Notifying the Board within ten (10) days of the subcontractor’s receipt of a notice of a conviction of any employee; and,

Taking appropriate personnel action against an employee convicted of violating a criminal drug statute or requires such employee to participate in a drug abuse assistance or rehabilitation program.

Name of Organization/Contractor(s):

Signature of Authorized Representative:



Date: _____



Attachment VI – Certification Regarding Disclosure of Conflict of Interest

**ATTACHMENT VI: DISCLOSURE OF CONFLICT OF INTEREST
CERTIFICATION REGARDING DISCLOSURE OF CONFLICT OF INTEREST**

The undersigned certifies that, to the best of his or her knowledge or belief, that:

“No employee of the contractor, no member of the contractor’s governing board or body, and no person who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this contract shall participate in any decision relating to this contract which affects his/her personal pecuniary interest.

Executives and employees of contractor shall be particularly aware of the varying degrees of influence that can be exerted by personal friends and associates and, in administering the contract, shall exercise due diligence to avoid situations which give rise to an assertion that favorable treatment is being granted to friends and associates. When it is in the public interest for the contractor to conduct business with a friend or associate of an executive or employee of the contractor, an elected official in the area or a member of the North Central Texas Council of Governments, a permanent record of the transaction shall be retained.

Any executive or employee of the contractor, an elected official in the area or a member of the NCTCOG, shall not solicit or accept money or any other consideration from a third person, for the performance of an act reimbursed in whole or part by contractor or Department. Supplies, tools, materials, equipment or services purchased with contract funds shall be used solely for purposes allowed under this contract. No member of the NCTCOG shall cast a vote on the provision of services by that member (or any organization which that member represents) or vote on any matter which would provide a direct or indirect financial benefit to the member or any business or organization which the member directly represents”.

No officer, employee or paid consultant of the contractor is a member of the NCTCOG.

No officer, manager or paid consultant of the contractor is married to a member of the NCTCOG.

No member of NCTCOG directly owns, controls or has interest in the contractor.

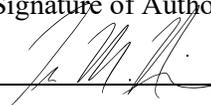
The contractor has disclosed any interest, fact, or circumstance that does or may present a potential conflict of interest.

No member of the NCTCOG receives compensation from the contractor for lobbying activities as defined in Chapter 305 of the Texas Government Code.

Should the contractor fail to abide by the foregoing covenants and affirmations regarding conflict of interest, the contractor shall not be entitled to the recovery of any costs or expenses incurred in relation to the contract and shall immediately refund to the North Central Texas Council of Governments any fees or expenses that may have been paid under this contract and shall further be liable for any other costs incurred or damages sustained by the NCTCOG as it relates to this contract.

Name of Organization/Contractor(s):

Signature of Authorized Representative:



Date: _____



Attachment VII – Certification of Fair Business Practices

ATTACHMENT VII: CERTIFICATION OF FAIR BUSINESS PRACTICES

That the submitter has not been found guilty of unfair business practices in a judicial or state agency administrative proceeding during the preceding year. The submitter further affirms that no officer of the submitter has served as an officer of any company found guilty of unfair business practices in a judicial or state agency administrative during the preceding year.

Name of Organization/Contractor(s):

Signature of Authorized Representative:



Date: _____



Attachment VIII – Certification of Good Standing Texas Corporate Franchise Tax
Certification

**ATTACHMENT VIII: CERTIFICATION OF GOOD STANDING
TEXAS CORPORATE FRANCHISE TAX CERTIFICATION**

Pursuant to Article 2.45, Texas Business Corporation Act, state agencies may not contract with for profit corporations that are delinquent in making state franchise tax payments. The following certification that the corporation entering into this offer is current in its franchise taxes must be signed by the individual authorized on Form 2031, Corporate Board of Directors Resolution, to sign the contract for the corporation.

The undersigned authorized representative of the corporation making the offer herein certified that the following indicated Proposal is true and correct and that the undersigned understands that making a false Proposal is a material breach of contract and is grounds for contract cancellation.

Indicate the certification that applies to your corporation:

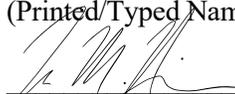
_____ The Corporation is a for-profit corporation and certifies that it is not delinquent in its franchise tax payments to the State of Texas.

_____ The Corporation is a non-profit corporation or is otherwise not subject to payment of franchise taxes to the State of Texas.

- Type of Business (if **not corporation**):
- Sole Proprietor
 - Partnership
 - Other

Pursuant to Article 2.45, Texas Business Corporation Act, the North Central Texas Council of Governments reserves the right to request information regarding state franchise tax payments.

(Printed/Typed Name and Title of Authorized Representative)



Signature

Date: _____



Attachment IX – Historically Underutilized Businesses, Minority Or Women-Owned
Or Disadvantaged Business Enterprises

**ATTACHMENT IX: HISTORICALLY UNDERUTILIZED BUSINESSES,
MINORITY OR WOMEN-OWNED OR DISADVANTAGED BUSINESS ENTERPRISES**

Historically Underutilized Businesses (HUBs), minority or women-owned or disadvantaged businesses enterprises (M/W/DBE) are encouraged to participate in the solicitation process.

NCTCOG recognizes the certifications of most agencies. HUB vendors must submit a copy of their certification for consideration during the evaluation of their proposal. Please attach the copy to this form. This applies only to the Offeror and not a subcontractor.

Texas vendors who are not currently certified are encouraged to contact either the Texas United Certification Program, State of Texas HUB Program, or the North Central Texas Regional Certification Agency, among others. Contact:

State of Texas HUB Program
Texas Comptroller of Public Accounts
Lyndon B. Johnson State Office Building
111 East 17th Street
Austin, Texas 78774
(512) 463-6958
<http://www.window.state.tx.us/procurement/prog/hub/>

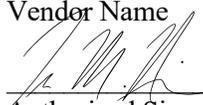
North Central Texas Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, TX 76011
(817) 640-0606
<http://www.nctrca.org/certification.html>

Texas United Certification Program
USDOT website at
<https://www.transportation.gov/DBE>

You must include a copy of your certification document as part of this solicitation to receive points in the evaluation.

Vendor to Sign Below to Attest to Validity of Certification:

Vendor Name



Authorized Signature

Typed Name

Date

Not applicable.



Attachment X – Federal and State of Texas Required Procurement Provisions

**ATTACHMENT X: NCTCOG FEDERAL AND STATE OF TEXAS
REQUIRED PROCUREMENT PROVISIONS**

The following provisions are mandated by Federal and/or State of Texas law. Failure to certify to the following will result in disqualification of consideration for contract. Entities or agencies that are not able to comply with the following will be ineligible for consideration of contract award.

**PROHIBITED TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT
CERTIFICATION**

This Contract is subject to the Public Law 115-232, Section 889, and 2 Code of Federal Regulations (CFR) Part 200, including §200.216 and §200.471, for prohibition on certain telecommunications and video surveillance or equipment. Public Law 115-232, Section 889, identifies that restricted telecommunications and video surveillance equipment or services (e.g., phones, internet, video surveillance, cloud servers) include the following:

- A) Telecommunications equipment that is produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliates of such entities).
- B) Video surveillance and telecommunications equipment produced by Hytera Communications Corporations, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliates of such entities).
- C) Telecommunications or video surveillance services used by such entities or using such equipment.
- D) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, Director of the National Intelligence, or the Director of the Federal Bureau of Investigation reasonably believes to be an entity owned or controlled by the government of a covered foreign country. The entity identified below, through its authorized representative, hereby certifies that no funds under this Contract will be obligated or expended to procure or obtain telecommunication or video surveillance services or equipment or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as a critical technology as part of any system prohibited by 2 CFR §200.216 and §200.471, or applicable provisions in Public Law 115-232 Section 889.

The Contractor or Subrecipient hereby certifies that it does comply with the requirements of 2 CFR §200.216 and §200.471, or applicable regulations in Public Law 115-232 Section 889.

SIGNATURE OF AUTHORIZED PERSON:



NAME OF AUTHORIZED PERSON:

NAME OF COMPANY:

DATE:

-OR-

The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of 2 CFR §200.216 and §200.471, or applicable regulations in Public Law 115-232 Section 889.

SIGNATURE OF AUTHORIZED PERSON:

NAME OF AUTHORIZED PERSON:

NAME OF COMPANY:

DATE:

DISCRIMINATION AGAINST FIREARMS ENTITIES OR FIREARMS TRADE ASSOCIATIONS

This contract is subject to the Texas Local Government Code chapter 2274, Subtitle F, Title 10, prohibiting contracts with companies who discriminate against firearm and ammunition industries. TLGC chapter 2274, Subtitle F, Title 10, identifies that “discrimination against a firearm entity or firearm trade association” includes the following:

- A) 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; and
 - 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.

- B) An exception to this provision excludes the following:
 - I. contracts with a sole-source provider; or
 - II. the government entity does not receive bids from companies who can provide written verification.

The entity identified below, through its authorized representative, hereby certifies that they have no practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and that they will not discriminate during the term of the contract against a firearm entity or firearm trade association as prohibited by Chapter 2274, Subtitle F, Title 10 of the Texas Local Government Code.

The Contractor or Subrecipient hereby certifies that it does comply with the requirements of Chapter 2274, Subtitle F, Title 10.

SIGNATURE OF AUTHORIZED PERSON:



NAME OF AUTHORIZED PERSON:

NAME OF COMPANY:

DATE:

-OR-

The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of Chapter 2274, Subtitle F, Title 10.

SIGNATURE OF AUTHORIZED PERSON:

NAME OF AUTHORIZED PERSON:

NAME OF COMPANY:

DATE:

BOYCOTTING OF CERTAIN ENERGY COMPANIES

This contract is subject to the Texas Local Government Code chapter 809, Subtitle A, Title 8, prohibiting contracts with companies who boycott certain energy companies.

TLGC chapter Code chapter 809, Subtitle A, Title 8, identifies that "boycott energy company" 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:

- I. 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; and
- II. does business with a company described by paragraph (I).

The entity identified below, through its authorized representative, hereby certifies that they do not boycott energy companies, and that they will not boycott energy companies during the term of the contract as prohibited by Chapter 809, Subtitle A, Title 8 of the Texas Local Government Code.

The Contractor or Subrecipient hereby certifies that it does comply with the requirements of Chapter 809, Subtitle A, Title 8.

SIGNATURE OF AUTHORIZED PERSON: 

NAME OF AUTHORIZED PERSON: _____

NAME OF COMPANY: _____

DATE: _____

-OR-

The Contractor or Subrecipient hereby certifies that it cannot comply with the requirements of Chapter 809, Subtitle A, Title 8.

SIGNATURE OF AUTHORIZED PERSON: _____

NAME OF AUTHORIZED PERSON: _____

NAME OF COMPANY: _____

DATE: _____



Exhibit 3 – Service Designation Areas

EXHIBIT 3: SERVICE DESIGNATION AREAS

Texas Service Area Designation or Identification			
Proposing Firm Name:			
Notes:	Indicate in the appropriate box whether you are proposing to service the entire state of Texas		
	Will service the entire state of Texas	Will not service the entire state of Texas	
	If you are not proposing to service the entire state of Texas, designate on the form below the regions that you are proposing to provide goods and/or services to. By designating a region or regions, you are certifying that you are willing and able to provide the proposed goods and services.		
Item	Region	Metropolitan Statistical Areas	Designated Service Area
1.	North Central Texas	16 counties in the Dallas-Fort Worth Metropolitan area	
2.	High Plains	Amarillo Lubbock	
3.	Northwest	Abilene Wichita Falls	
4.	Upper East	Longview Texarkana, TX-AR Metro Area Tyler	
5.	Southeast	Beaumont-Port Arthur	
6.	Gulf Coast	Houston-The Woodlands-Sugar Land	
7.	Central Texas	College Station-Bryan Killeen-Temple Waco	
8.	Capital Texas	Austin-Round Rock	
9.	Alamo	San Antonio-New Braunfels Victoria	
10.	South Texas	Brownsville-Harlingen Corpus Christi Laredo McAllen-Edinburg-Mission	
11.	West Texas	Midland Odessa San Angelo	
12.	Upper Rio Grande	El Paso	

(Exhibit 3 continued on next page)

Nationwide Service Area Designation or Identification Form			
Proposing Firm Name:			
Notes:	Indicate in the appropriate box whether you are proposing to provide service to all Fifty (50) States.		
	Will service all fifty (50) states	Will not service fifty (50) states	
	<p>If you are not proposing to service to all fifty (50) states, then designate on the form below the states that you will provide service to. By designating a state or states, you are certifying that you are willing and able to provide the proposed goods and services in those states.</p> <p>If you are only proposing to service a specific region, metropolitan statistical area (MSA), or City in a State, then indicate as such in the appropriate column box.</p>		
Item	State	Region/MSA/City (write "ALL" if proposing to service entire state)	Designated as a Service Area
1.	Alabama		
2.	Alaska		
3.	Arizona		
4.	Arkansas		
5.	California		
6.	Colorado		
7.	Connecticut		
8.	Delaware		
9.	Florida		
10.	Georgia		
11.	Hawaii		
12.	Idaho		
13.	Illinois		
14.	Indiana		
15.	Iowa		
16.	Kansas		
17.	Kentucky		
18.	Louisiana		
19.	Maine		
20.	Maryland		

21.	Massachusetts		
22.	Michigan		
23.	Minnesota		
24.	Mississippi		
25.	Missouri		
26.	Montana		
27.	Nebraska		
28.	Nevada		
29.	New Hampshire		
30.	New Jersey		
31.	New Mexico		
32.	New York		
33.	North Carolina		
34.	North Dakota		
35.	Ohio		
36.	Oregon		
37.	Oklahoma		
38.	Pennsylvania		
39.	Rhode Island		
40.	South Carolina		
41.	South Dakota		
42.	Tennessee		
43.	Texas		
44.	Utah		
45.	Vermont		
46.	Virginia		
47.	Washington		
48.	West Virginia		
49.	Wisconsin		
50.	Wyoming		

End of Exhibit 3