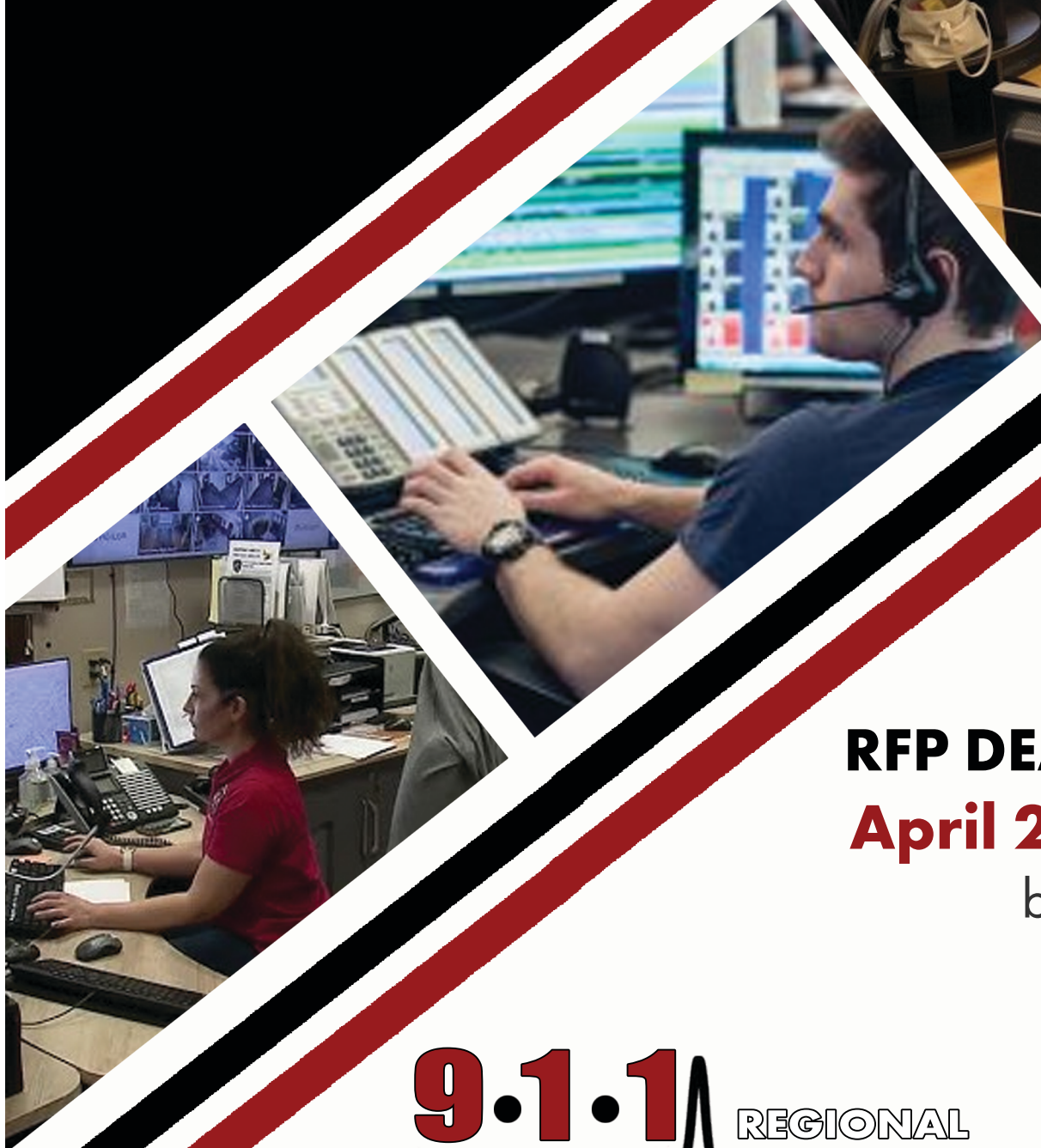


9-1-1 Call Handling  
Equipment and Services

# REQUEST FOR PROPOSALS



**RFP DEADLINE:**  
**April 21, 2025**  
by 4:00pm

**9.1.1** REGIONAL  
BOARD

2 West Second Street, Suite 800 • Tulsa, OK 74103 • (918) 579-9487

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Request for Proposal  
From the Regional 9-1-1 Board  
For 9-1-1 Equipment and Services

**Notice**

NOTICE is hereby given that the Regional 9-1-1 Board will receive sealed proposals for the following:

**9-1-1 Call Handling Equipment (CHE) and Services**

Hard copy documents may be picked up at INCOG (2 W 2<sup>nd</sup> St, Suite 800, Tulsa, Oklahoma during the hours of 8 a.m. to 4 p.m. Monday through Friday. Electronic copy may be accessed at [www.incog.org](http://www.incog.org).

**Description of Need**

The 13 jurisdictions listed below are seeking to procure new Next Generation 9-1-1 (NG9-1-1) i3-capable call-handling equipment and services. The Board anticipates moving into an ESInet/NGCS solution soon due to the Oklahoma 911 Management Authority currently seeking procurement for that solution. New CHE needs to be compatible with INCOG’s current equipment until the ESInet/NGCS solution is in place and be able to move to that solution seamlessly.

**Number of positions to be included in the proposal**

Agency	Main	Backup	Total	Agency	Main	Backup	Total
<b>Bixby</b>	3	1	<b>4</b>	<b>Sand Springs</b>	2	1	<b>3</b>
<b>Broken Arrow</b>	8	3	<b>11</b>	<b>Sapulpa</b>	2		<b>2</b>
<b>Collinsville</b>	2		<b>2</b>	<b>Skiatook</b>	2		<b>2</b>
<b>Glenpool</b>	2		<b>2</b>	<b>Tulsa 911 *</b>	32	8 *	<b>40</b>
<b>Jenks</b>	2		<b>2</b>	<b>Tulsa County</b>	3	2	<b>5</b>
<b>Osage County</b>	4	1	<b>5</b>	<b>NOETA</b>	8	2	<b>10</b>
<b>Owasso</b>	3	1	<b>4</b>				

Tulsa 911 \* - These eight backups are at a separate location.

Total of 92 positions.

The Board may, based on pricing of the proposed solution, elect to add positions or subtract positions during the final negotiations.

The Board may add additional 9-1-1 jurisdictions in the future. If so, the vendor shall offer the same equipment at the same price for the additional positions that may be added during the term of the contract.

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**Current Regional 9-1-1 Board Operations**

The Regional 9-1-1 Board is an entity created by the Interlocal Cooperation Act, 74 O.S. (2011) sec. 1001 et seq. The Board is comprised of the following 13 jurisdictions in Northeast Oklahoma.

<b>Bixby</b>	<b>Sand Springs</b>
<b>Broken Arrow</b>	<b>Sapulpa</b>
<b>Collinsville</b>	<b>Skiatook</b>
<b>Glenpool</b>	<b>Tulsa 911</b>
<b>Jenks</b>	<b>Tulsa County (TCSO)</b>
<b>Osage County (OCSO)</b>	<b>Northeast Oklahoma 911 Trust Authority</b>
<b>Owasso</b>	

These jurisdictions share the cost of premise equipment, end office and 9-1-1 trunks, network, database, selective routing, meet point circuits, and other charges pursuant to a formula approved in an annual budget adopted by the Regional 9-1-1 Board.

**Current Equipment**

The members of the Regional 9-1-1 Board are using Vesta 8.1 call handing application, Vesta Map Local and eCats MIS application. The current systems have selective routers hosted at AT&T sites located in Tulsa and Muskogee, Oklahoma. Each router is capable of handling 100% of the calls for the entire system. The current system provides seamless interoperability among PSAPs, without requiring a manual redirect at the selective router. In the event of an interruption, each PSAP defaults to a First Net wireless backup system currently provided by AT&T.

**Regional 9-1-1 Board Contact Person**

Jared Hurst  
INCOG  
2 W 2<sup>nd</sup> Street, Suite 800  
Tulsa, Ok 74103  
(918) 579-9487  
[jhurst@incog.org](mailto:jhurst@incog.org)

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## **Instructions**

- Respondents may register their intent to submit a proposal to the Regional 9-1-1 Board by sending an email to the Contact. Registration is recommended but is not mandatory. All Respondents who register will receive updates, answers to questions, or additional information provided to any Respondent. INCOG, the Board, any PSAP, or PSAP Jurisdiction are not responsible for Respondents failure to register.
- Respondents shall designate a contact person, with appropriate contact information, to address any questions concerning a proposal. Respondents shall also state the name and title of individuals who will make final decisions regarding contractual commitments and have the legal authority to execute a contract on the Respondents' behalf.
- Questions that may arise from this request must be in writing and directed to the Contact Person by email. Questions and responses will be shared with all registered Respondents. Questions that are not received within 10 working days of the proposal submission date are not guaranteed to receive a response.
- Respondents may request a site visit if needed. Visits shall be arranged at the convenience of the PSAP managers. Names and contact information for the PSAP managers will be provided upon request from the Board Contact Person. No requests for site visits will be honored 48 hours or less before the proposal submission deadline.

## **Proposal Submission**

- Proposals shall be submitted in one sealed envelope mailed or hand delivered to the address listed for the Board Contact and one electronic copy. Both must be received on or before 4 p.m. Monday April 21<sup>st</sup>, 2025.
- Electronic Copy will be emailed to the Board Contact.
- The Board will not accept faxed proposals; nor will it accept any proposals faxed or delivered to any Board Member of INCOG or The Regional 9-1-1 Board
- The Board is not responsible for any of the Respondents' costs in preparing the proposal, regardless of whether the proposal is submitted, accepted, or rejected.
- If a Respondent is submitting multiple responses, each will be considered separately. Each response must be complete to be considered. Each option must be clearly marked Option 1 of 3, Option 2 of 3, etc.
- The Board may reject any or all proposals, in whole or in part, if it contains additional terms or conditions that modify the requirements of this request for proposal or for any other reason the Board deems inconsistent with the terms of the request for proposal.
- Addenda or Amendments – The Board may addend or amend its request for proposal at any time before the Submission Date, and any such addenda or amendments shall become a part of this Request for Proposal. The Board will send a notification by email of any addenda or amendments to those Respondents who have registered their intent to submit a proposal. However, it is Respondent's responsibility to inquire about any addenda or amendments, which will be available from the Board Contact. Respondent must acknowledge receipt of any addenda or amendments by signing and returning the Acknowledgement of Receipt of Addenda/Amendments form attached to the Addenda/Amendment with the Proposal. The Board may reject any Proposal that fails to acknowledge any addenda or amendments.

- The Board reserves the right to add or delete proposal items and/or quantities; to waive any formalities or minor irregularities, defects, or errors in proposals, to extend the deadline for submitting proposals, to postpone award of the contract for up to 30 days without impact to the delivery deadline, to reject any and all proposals upon finding that doing so is in the public interest, and to cancel the procurement at any time prior to contract execution.
- Respondents may withdraw their proposal before the Submission Date by delivering a request in writing to the Board Contact Person.

**Evaluation Process**

- There will be a minimum of a 90-day evaluation period from the date of submission.
- Evaluation will be performed by the Regional 9-1-1 Board’s Evaluation Workgroup.
- Once one or more proposals have been chosen for approval, they will be presented to the Board for final approval.
- Each proposal will be evaluated to determine if it is complete and whether it is accurate in its calculation and consistent with the intent of this Request for Proposal. Any proposal which does not meet the necessary criteria, or for which a fixed dollar amount cannot be precisely determined, shall be considered non-responsive and may be rejected.
- The Board reserves the right to seek clarification of proposals. The Respondents’ designated contact person will be contacted if any questions that may arise during the evaluation process need to be addressed.
- The Evaluation Workgroup intends to make every reasonable and good faith effort to choose the Respondent who has the lowest and best possible cost. The lowest and best cost is that which meets all the specifications and quality requirements desired within the lowest price range, which may or may not be the lowest price offered.
- INCOG, The Board, any PSAP, or PSAP Jurisdiction shall not be under any obligation to return any materials submitted in response to this Request for Proposal.
- The Board may or may not request that the Respondent make a brief presentation describing its proposed solution. If requested, the presentation will be before the Regional 9-1-1 Board located in Tulsa, Oklahoma. All expenses associated with the presentation shall be paid by Vendor.

**Estimated Timeline**

Request for Proposal released:	January 21 <sup>st</sup> , 2025
Deadline for submission:	April 21 <sup>st</sup> , 2025 (by 4 P.M.)
Minimum Proposal review process:	90 days starting April 22 <sup>nd</sup> , 2025
Evaluation Workgroup Recommendation(s)	August 13 <sup>th</sup> , 2025
Vendor presentations, if any:	To Be Determined if Applicable
Vendor selection:	Regional 9-1-1 Board Meeting September 10 <sup>th</sup> , 2025

The Board reserves the right to change any of the dates listed in the Estimated Timeline if unforeseen circumstances arise.

## **Vendor Selection and Contract Negotiation**

Once a successful vendor has been chosen, contract negotiations will begin. If a successful contract cannot be negotiated within a reasonable amount of time, an alternate vendor may be selected to begin negotiations. Final approval of the contract will rest with the Regional 9-1-1 Board.

The Board reserves the right to suspend any negotiations if any unforeseen circumstances arise.

## **Terms and Conditions**

- INCOG and the Regional 9-1-1 Board are bound to comply with Oklahoma's Open Records Act, and information submitted with your proposal, with few exceptions, is a matter of public record. For specifics on the Oklahoma Open Records Act, see the link below:
  - [Oklahoma Open Records Act](#)
- Coordination with 9-1-1 Service Providers
  - The Vendor will be responsible for making all necessary contacts and arrangements with the 9-1-1 service provider, 9-1-1 database providers, voice recording equipment providers, equipment providers, and other 9-1-1 service providers as needed. After the system is installed and is operational, the Vendor will be responsible for resolving any conflicts that may arise with any service provider regarding the relationship between the Vendors equipment and the telephone service provider or ancillary equipment provider.
- Use of Subcontractor
  - Vendor may use subcontractors to perform such duties and obligations that may be delegated to it by the Vendor. The Vendor shall notify the Board of any subcontractor that is depending on Vendor for payment of any kind. The Vendor agrees that any work completed by the subcontractor, employees, or agents of the subcontractor does not negate the Vendor's responsibilities as set forth within the resulting contract. The Vendor will remain solely responsible for performance of its obligations under the contract. The Vendor must submit a Subcontractor Information Sheet to the Board. **(See appendices)** No relationship will be created and no liability incurred by the Board or individuals PSAP's to any of Vendor's subcontractors, agents, or employees of the subcontractor. Payment under the terms of the resulting contract will be made directly to the Vendor. The subcontractor, agent, or employee of the subcontractor shall have no right to payment from the Board or any PSAP.
- Contract
  - If the Board chooses to enter into a contract pursuant to this proposal, the parties to the contract shall be the Board, each individual PSAP jurisdiction, and the successful Vendor. The Board will hold title to the equipment. Each jurisdiction will be obligated to pay for its proportional share, as calculated annually by the Board, of all costs associated with the contract. The Board will aggregate those monthly payments and make one remittance to the Vendor. The contents of the request for proposal and the successful Vendor's response will become incorporated in the contract between the parties. Failure to accept these terms in a contract may result in cancellation of the award. Additional Terms and Conditions may be negotiated as part of the contract as the parties agree. If the Respondent has contracting requirements or terms other than those appearing in these documents, the Respondent should attach those proposed terms to the proposal.

- Availability of Funds
  - According to the Oklahoma Constitution, the financial obligations of PSAP jurisdictions for payment, continued maintenance, upgrades, and warranties, are contingent upon funds for the purpose being received, appropriated, budgeted, and otherwise made available by participating jurisdictions. If a jurisdiction fails to appropriate funds to pay its contractual obligation, the contract may be amended by agreement of the remaining parties to reflect the change.
- Indemnification
  - To the extent authorized by law, the Vendor shall indemnify, save, and hold harmless the Board, PSAP jurisdictions, and its employees and agents, against all claims, damages, liabilities and court awards including costs, expenses, and attorney fees incurred because of any act or omission by the Vendor or its employees, agents, subcontractors, or assignees.
- Performance & Materials Bond Required
  - The Successful Respondent shall submit to The Board an acceptable Performance and Materials Bond in the proposed amount within ten (10) days after notification of the award of the contract. The bond may be in the form of a bond acceptable to the Board executed by a surety company in good standing and authorized to do business in the State of Oklahoma and listed in the Federal Register. Failure to accept the award of the contract shall be deemed sufficient cause for forfeiture of the bond security. Failure of the Successful Respondent to execute a contract and provide a performance bond within ten (10) days of the award of the contract shall, in the sole discretion of the Board, be grounds to revoke the contract award and award the contract to the next successful Respondent.
  - In lieu of a Performance and Materials Bond, the successful Respondent may post an irrevocable letter of credit issued by a financial institution insured by the Federal Deposit Insurance Corporation of the Federal Savings and Loan Insurance Corporation for the benefit of the Board in a sum equal to the contract price.
- Non-discrimination
  - Each Respondent agrees that he or she will not discriminate against any employee or applicant for employment because of race, color, religious creed, ancestry, physical handicap, sex, or political affiliation, and that he or she will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to race, color, religious creed, physical handicap, ancestry, sex, or political affiliation.
  - In the performance of work under this contract or any subcontract hereunder, the contractor, subcontractor, or any person acting on behalf of such contractor, will not discriminate against any person who is qualified and available to perform the work to which the employment relates. The contractor, subcontractor, or any person acting on behalf of such contractor or subcontractor, will not obstruct the enforcement of this contract provision.
  - The contractor, subcontractor, or any person acting on behalf of such contractor or subcontractor will not retaliate against any person because of good faith, reasonable actions taken to overcome, alleviate, or report discrimination or unlawful practice.
  - Each Respondent shall be responsible for complying with any applicable affirmative action laws.
- Insurance
  - The Vendor, and any subcontractors, shall purchase and maintain such insurance as will protect them, the Board, and the PSAP jurisdictions against all claims arising from the



operation of the work or the execution of this contract. The Board, the PSAP jurisdictions, their officers, agents, and employees shall be named as additional insured parties on all insurance policies required by the specifications to be purchased by the Vendor or subcontractor. The insurance required by this paragraph shall provide adequate protection for the Vendor and subcontractors, respectively, against damage claims that may arise from operations under this contract, whether such operations are by the insured or by anyone directly or indirectly employed by the Vendor. Certificates of Insurance shall be placed on file with the Board within ten (10) days after the award of the contract.

- Insurance shall be in the minimum amounts set forth below and Workers' Compensation insurance in the statutory limits required by law.
  - Personal injury, each person: \$175,000.00
  - Property damage, each person: \$25,000.00
  - Personal injury & property damage
    - Each occurrence: \$1,000,000.00
  - Workers' Compensation: (Statutory limits)
- Liens
  - No lien of any kind shall be permitted against any property of the Board, any PSAP, or PSAP jurisdiction.
- Lobbying
  - The Vendor, its officers, employees, and agents shall not attempt to lobby or influence a vote or recommendation related to the Vendor's proposal response, directly or indirectly, through any contact with the Board, its Members, elected or appointed officials of the Member jurisdictions, between the proposed submission date and award of the contract. There shall not be collusion or conflict of interest between any of the parties. A non-collusion affidavit and a statement of business relationships affidavit shall be executed and accompany the Vendors Proposal. **(See appendices)** The Vendor shall establish safeguards to prohibit officers, directors, agents, employees, and family members from using positions of employment for a purpose that is or gives the appearance of, being motivated by a desire for a private gain for themselves or others, particularly those with whom they have family business, or other ties.
- Background Checks
  - PSAPs may conduct criminal and driver history background checks of Vendor's officers, employees, and agents who would directly supervise or physically perform the contract requirements at the PSAP's facilities. Any officer, employee, or agent deemed unsuitable by PSAP must be replaced immediately.
- Budget and Payments
  - A Vendor may structure the proposal in terms of a lease, or a purchase, as it chooses. In the case of a purchase, Vendor must identify a price per position for a one-time purchase of the CHE, or in the case of a lease, what the monthly payment will be.
- Oral Statements
  - No oral statements by any person shall modify or otherwise affect the provisions of this Request for Proposal. All modifications, addenda, or amendments must be made in writing to the Board.

- Specifications, Descriptive Terms and Substitutions
  - References to a brand name, manufacturer, make, or catalogue designation in describing an item in this RFP does not restrict the Respondent to that brand or model. The Respondent must furnish the exact item described in the Proposal. All goods shall be new unless otherwise stated in the Proposal.
  - The parties recognize that technology may change during the period the proposals are solicited, and subsequent contracts are executed. Therefore, the Board may, at its option, accept changes or substitutions to the specifications for goods of equal or better capabilities at no additional cost to the Board.
- Delivery
  - All prices quoted shall be based on delivery F.O.B. to the point of actual installation with all charges prepaid to that point.
- Taxes
  - The Board is exempt from federal excise and state sales taxes and such taxes shall not be included in the proposed prices.
- Delay Damages
  - The parties hereto acknowledge that time of implementation and acceptance of the system as fully operational is critical due to the public safety considerations. The parties acknowledge that the amount of damages to be sustained by the Board in the event of the Vendor failing to complete implementation to an acceptable level is difficult to ascertain. Accordingly, the parties agree that in the event Vendor does not meet the time schedule specified by Vendor as part of its Proposal, that Vendor agrees to pay delay damages in the amount of Two Thousand Five Hundred Dollars (\$2500) per day for each day beyond the Vendor's specified acceptance date, unless otherwise mutually agreed upon by the parties. Such an acceptance date shall be extended for the number of days in which performance by Vendor is delayed due to strikes or lockouts affecting material suppliers or transporters, governmental intervention, acts of God, or other matters beyond the control of Vendor which materially affects its ability to perform.
- Statutory Information
  - Any contract or agreement resulting from this RFP shall be construed in accordance with the laws of the State of Oklahoma. Any litigation between the parties arising out of, or in connection with, the contract shall be initiated and prosecuted in any federal or state court in Oklahoma.

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## **Definitions**

Addenda, Addendum or Amendment(s) – Shall mean a clarification, revision, addition, or deletion to this Request for Proposal by Board which shall become a part of the agreement between the parties.

Attachments – Shall mean documents requested in the Request for Proposal.

Appendix(es) – Shall mean the documents attached to the Request for Proposal. Appendixes may be copied and supplemented as the proposal requires.

Board – Shall mean the Regional 9-1-1 Board

Board Contact – Shall mean the Regional 9-1-1 Board Contact Person. (See also Contact).

Contact – Shall mean the Regional 9-1-1 Board Contact Person. (See also Board Contact).

Contractor – Shall mean the Respondent whose Proposal the Board selected and awarded a contract.

Contract Start Date – Shall mean the first full day after the written Contract Agreement is executed by all parties.

Days – Shall mean calendar days unless specified otherwise.

eCats – Shall mean Emergency Call Tracking System

ESInet – Shall mean Emergency Services IP Network

Evaluation Workgroup – Shall mean the Board or that subset of Board members selected by the Board for the purpose of evaluating the responses to the Request for Proposal.

FCC – Shall mean the Federal Communications Commission.

NENA – Shall mean the National Emergency Number Association.

NGCS - Shall mean Next Generation Core Services

Proposal – Shall mean the documents that are submitted according to the requirements, terms, and conditions of this document.

PSAP – Shall mean Public Safety Answering Point. (Same as ECC)

PSAP Jurisdiction – Shall mean the city, town or county that is the sponsoring jurisdiction for the PSAP.

PSAP Manager – Shall mean the person designated by the PSAP (ECC) to oversee decisions regarding the implementation of this Proposal.

Regular Working Days – Shall mean Monday through Friday inclusive.

Regular Working Hours – Shall mean 8:00 am to 5:00 pm.

Respondent - Shall mean the responder that submits the Proposal for consideration by the Board in accordance with the Request for Proposal.

Should – Shall mean a mandatory requirement whether it is stated as Should, Shall or Must.

Successful Respondent – Shall mean the contractor whose proposal the Board selected.














Telephone Company – Shall mean the public switch telephone network provider for each PSAP.

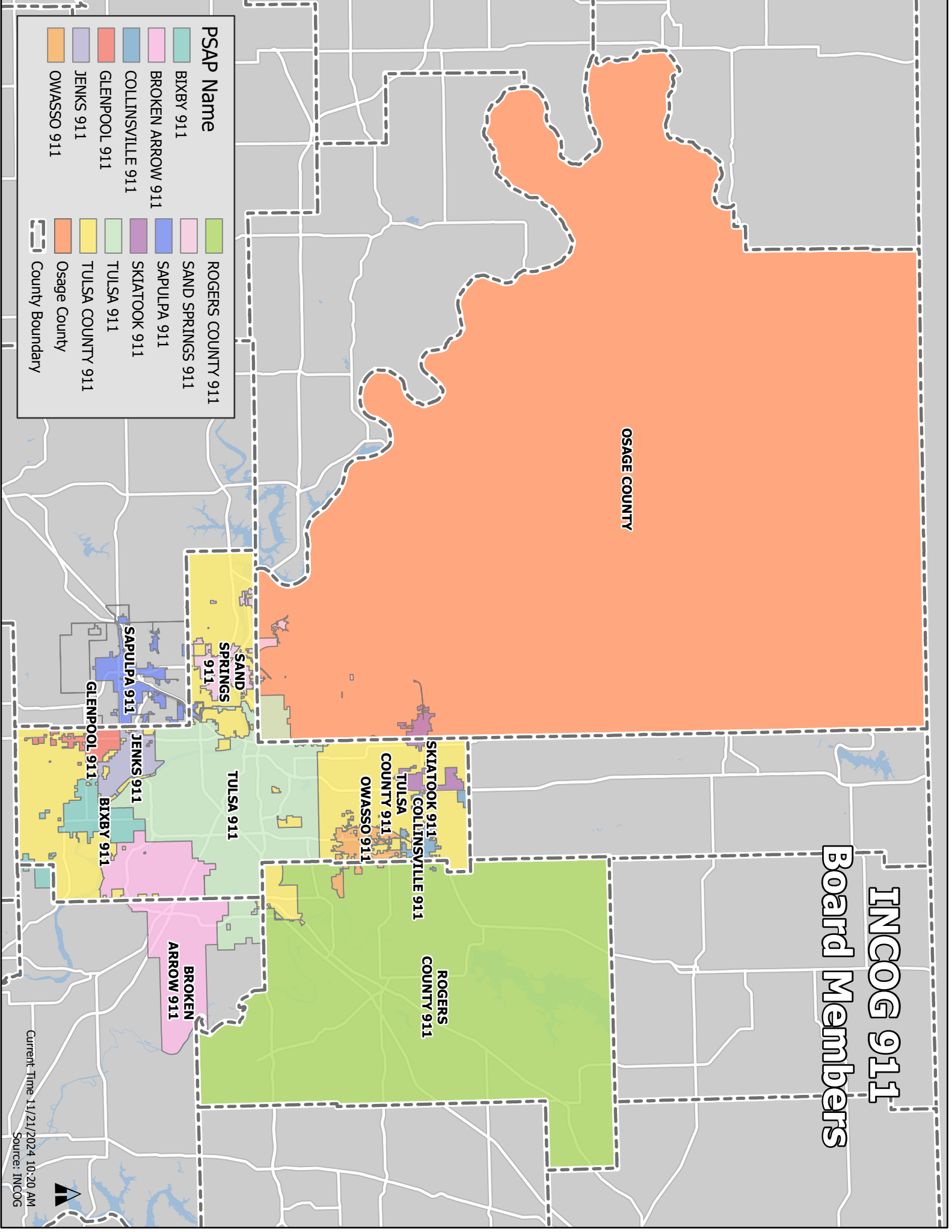
Vendor - Shall mean the successful Respondent who enters into a contract with the Board.

You or Your – Shall mean the person responding to this Request for Proposal.

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# INCOG 911 Board Members

PSAP Name	
	BIXBY 911
	BROKEN ARROW 911
	BROKEN ARROW 911
	COLLINSVILLE 911
	GLENPOOL 911
	JENKS 911
	OWASSO 911
	ROGERS COUNTY 911
	SAND SPRINGS 911
	SAPULPA 911
	SKIATOOK 911
	TULSA 911
	TULSA COUNTY 911
	TULSA COUNTY 911
	County Boundary



INCOG PSAP DATA  
Appendix B - INCOG PSAP DATA

Population 876,422 (2023)		911 call volume											
Call Volume - (Year 2023) 751,157													
PSAP Name	Yearly Call Volume (Wireline)	Yearly Call Volume (Wireless)	Yearly Call Volume (VoIP)	Yearly Text total	Text provider (if known)	Have a Backup (Y,N)	ADMIN Calls	Current CPE Number Positions	Call Handling Host				
<b>REGION INFORMATION</b>													
Tulsa 911	45069.42	630971.88	75115.7	766			1,175,775	40	Motorola Vesta 8.1				
Broken Arrow						Y		11					
Tulsa County						Y		3					
Bixby								3					
Owasso								3					
Glennpool								2					
Jenks								2					
Skiatook								2					
NOETA								10					
Osage County								4					
Sapulpa								2					
Sand Springs								2					
Collinsville						Y		3					
								2					

PSAP Name	PSAP Address	PSAP City	PSAP State	PSAP Zip Code
Tulsa 911	801 E. Oklahoma St	Tulsa	Oklahoma	74106
Broken Arrow	1101 N. 6th St	Broken Arrow	Oklahoma	74012
Tulsa County	6094 E. 66th St. N	Tulsa	Oklahoma	74117
Bixby	116 W. Needles	Bixby	Oklahoma	74008
Owasso	111 N. Main St	Owasso	Oklahoma	74055
Glennpool	14536 S. Elwood Ave	Glennpool	Oklahoma	74033
Jenks	211 N. Elm St	Jenks	Oklahoma	74037
Skiatook	220 S. Broadway St.	Skiatook	Oklahoma	74070
NOETA	200 S. Lynn Riggs Blvd.	Claremore	Oklahoma	74017
Osage County	212 E. 6th	Pawhuska	Oklahoma	74056
Sapulpa	20 N. Walnut St	Sapulpa	Oklahoma	74066
Sand Springs	100 E. Broadway St.	Sand Springs	Oklahoma	74063
Collinsville	1023 W. Center	Collinsville	Oklahoma	74021

Appendix C  
Vendor Information Sheet

Vendor's Exact Legal Name: \_\_\_\_\_

(Must be Vendor's name as reflected on its organizational documents, i.e., not a DBA)

List the State in which Vendor's Legal Entity is organized: \_\_\_\_\_

Vendor's Type of Legal Entity: (Check one)

- |  |  |
|--|--|
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Limited Liability Company     |
| <input type="checkbox"/> Partnership         | <input type="checkbox"/> Limited Liability Partnership |
| <input type="checkbox"/> Corporation         | <input type="checkbox"/> Other: _____                  |

Vendor's Taxpayer ID No: \_\_\_\_\_

Vendor's Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Contact Person:

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

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Phone: \_\_\_\_\_

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

Project Manager:

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

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Phone: \_\_\_\_\_

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

Legal Contact:

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

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Phone: \_\_\_\_\_

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

Appendix D

NON-COLLUSION AFFIDAVIT

(Required by Oklahoma Law, 74 O.S. §85.22-85.25)

I, \_\_\_\_\_, of lawful age, being first duly sworn, state that:  
(Respondent's Authorized Agent)

1. I am the authorized agent of Respondent herein for the purposes of certifying facts pertaining to the existence of collusion between and among Respondents and Board members, officials or employees of the jurisdictions which make up the Board, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the proposal to which this statement is attached.
2. I am fully aware of the facts and circumstances surrounding the making of Respondent's Proposal to which this statement is attached, and I have been personally and directly involved in the proceedings leading to the submission of such proposal; and
3. Neither the Respondent nor anyone subject to the Respondent's direction or control has been a party:
  - a. to any collusion among Respondents in restraint of freedom of competition by agreement to propose at a fixed price or refrain from submitting a proposal,
  - b. to any collusion with any Board or jurisdiction official or employee as to quantity, quality, or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between Respondents and any jurisdiction official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

By: \_\_\_\_\_  
(Printed)

\_\_\_\_\_  
(Signature)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

State of \_\_\_\_\_)

)ss

County of \_\_\_\_\_)

(Affix Seal Below)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

Notary Commission Number: \_\_\_\_\_



Appendix E  
Interest Affidavit

I, \_\_\_\_\_, of lawful age, being first duly sworn, state that I am the agent authorized by Respondent to submit the attached proposal. Affiant further states that no officer or employee of the Board or any jurisdiction represented on the Board either directly or indirectly owns a twenty-five percent (25%) interest or more in the Respondent's business or such a percentage that constitutes a controlling interest. Affiant further states that the following officers and/ or employees of the Board have less than a controlling interest, either direct or indirect, in Respondent's Business:

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

By: \_\_\_\_\_  
(Printed)

\_\_\_\_\_  
(Signature)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

State of \_\_\_\_\_)

)ss

County of \_\_\_\_\_)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

(Affix Seal Below)

Notary Commission Number: \_\_\_\_\_

Appendix F

Subcontractor Information

Subcontractors Exact Legal Name: \_\_\_\_\_

List the State in which Subcontractor's legal Entity is organized: \_\_\_\_\_

Subcontractors type of Legal Entity: (check one)

( ) Sole Proprietorship

( ) Limited Liability Company

( ) Partnership

( ) Limited Liability Partnership

( ) Corporation

( ) Other: \_\_\_\_\_

Subcontractors Taxpayer ID No.: \_\_\_\_\_

Subcontractors Address:

\_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Subcontractor's Website Address:

\_\_\_\_\_

Project Manager:

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

Title: \_\_\_\_\_

Address: \_\_\_\_\_

(Street) (City) (State) (Zip Code)

Phone #: \_\_\_\_\_

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

(This will only need to be filled out if subcontractors will be used for the job)

Appendix G

References

Reference No. 1:

Jurisdiction: \_\_\_\_\_

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

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Phone: \_\_\_\_\_

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

Brief Description of the project:

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

I, \_\_\_\_\_ authorized agent for Respondent, hereby give my permission for the Board or its agents or employees to contact the above reference, and Respondent does hereby authorize each reference to release any information it might have as to any aspect of Respondent's contract performance. Respondent grants permission for the Board to investigate past performance on other projects, its successful performance of similar services, compliance with RFP and contractual obligations, and its lawful payment of suppliers, subcontractors, and workers.

\_\_\_\_\_  
Authorized Agent of Respondent (Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Date:

Appendix G

References

Reference No. 2:

Jurisdiction: \_\_\_\_\_

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

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Phone: \_\_\_\_\_

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

Brief Description of the project:

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

I, \_\_\_\_\_ authorized agent for Respondent, hereby give my permission for the Board or its agents or employees to contact the above reference, and Respondent does hereby authorize each reference to release any information it might have as to any aspect of Respondent's contract performance. Respondent grants permission for the Board to investigate past performance on other projects, its successful performance of similar services, compliance with RFP and contractual obligations, and its lawful payment of suppliers, subcontractors, and workers.

\_\_\_\_\_  
Authorized Agent of Respondent (Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Date:

Appendix I

References

Reference No. 3:

Jurisdiction: \_\_\_\_\_

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

Title: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Phone: \_\_\_\_\_

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

Brief Description of the project:

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

I, \_\_\_\_\_ authorized agent for Respondent, hereby give my permission for the Board or its agents or employees to contact the above reference, and Respondent does hereby authorize each reference to release any information it might have as to any aspect of Respondent's contract performance. Respondent grants permission for the Board to investigate past performance on other projects, its successful performance of similar services, compliance with RFP and contractual obligations, and its lawful payment of suppliers, subcontractors, and workers.

\_\_\_\_\_  
Authorized Agent of Respondent (Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Date:

Appendix J  
Addenda Acknowledgment

The Respondent or designee must complete and sign this form and submit it with each proposal.

Project Name:            INCOG Regional 9-1-1 New CHE & Services

Proposal Number:        \_\_\_\_\_

Addendum Number (Can be listed on one line or separate lines):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The undersigned hereby acknowledges receipt of the addenda listed above and has taken the information contained therein into full consideration in the formulation of each proposal. Failure to acknowledge receipt of each addendum may be cause for rejection of the Proposal.

Company Name:        \_\_\_\_\_

Printed Name:        \_\_\_\_\_

Title:                    \_\_\_\_\_

Signature:            \_\_\_\_\_

Date:                    \_\_\_\_\_