



REQUEST FOR PROPOSALS RFP-26-02-JBSA-
Fiber Optic Cabling Installation Services-
Lackland (149th Fighter Wing)

JBSA Fiber Optic Cabling Installation Services

Alamo Area Council of Governments (AACOG)
Procurement Department
2700 NE Interstate 410 Loop, Suite 101
San Antonio, TX 78217

Solicitation Deadlines

RFP Release Date	July 8, 2026 @ 4:00 pm
Site Visit Request (RSVP) Deadline	July 10, 2026 @ 4:00 pm
Pre-Bid Site Visit	July 22, 2026 @ 8:30 am
Questions Deadline	July 24, 2026 @ 12:00 pm
Q&A Posting	July 29, 2026 @ 4:00 pm
Response Deadline	Aug 5, 2026 @ 4:00 pm



RFP Posting Locations

<https://aacog.gov/procurement>
<https://www.txsmartbuy.com/esbd>

Notice to Prospective Respondents

Prospective Respondents who obtain this RFP from any source other than the Alamo Area Council of Governments (AACOG) shall promptly contact AACOG and provide their name, company name, and email address. This will ensure receipt of any addenda or official communications related to this RFP. Failure to provide this information shall place the prospective Respondent at full risk of submitting an incomplete or non-compliant Proposal.

Table of Contents

PART 1 – SCOPE OF REQUEST & PROGRAM OVERVIEW	8
1.2 Background Information	8
1.3 Purpose of the RFP	9
1.4 Scope of Work	10
1.5 Contractor Responsibilities	13
1.6 Pricing Structure	15
1.7 Contract and Payments	17
1.8 Respondent Requirements	18
1.9 Service Area	19
1.10 Procurement Standard	20
PART 2 – SUBMISSION INFORMATION	21
2.1 Submission Requirements	Error! Bookmark not defined.
2.2 Authorized Points of Contact	23
2.3 Communications Restriction	23
2.4 Questions and Addenda	24
2.5 Schedule and Changes	24
2.6 Availability of RFP	25
2.7 Proprietary Information and Public Information Act	25
PART 3 –ADMINISTRATIVE REQUIREMENTS/INSURANCE/BONDS	26
3.1 Eligible Providers	26

3.2	Contract Information.....	27
3.3	Governing Provisions and Limitations.....	28
3.4	Administrative Requirements and Insurance.....	30
3.5	Administrative and Fiscal Capacity	32
3.6	Performance and Payment Bond Requirements.....	32
	PART 4 – PROPOSAL REVIEW & SELECTION PROCESS.....	33
4.1	Evaluation Process.....	33
4.2	Evaluation Criteria.....	34
4.3	Procurement Dispute Resolution.....	38
	PART 5 – RESPONSE REQUIREMENTS	39
5.1	Email Submission	39
5.2	Response Format	39
5.3	Proposal Validity Period.....	39
5.4	Page Limitations.....	40
5.5	Order of Contents	40
5.6	Table of Contents.....	41
5.7	Executive Summary	41
5.8	Narrative	41
5.9	Narrative Organization and Clarity Requirements	41
5.10	Email Subject Line	41
5.11	File Format and Naming.....	41
	PART 6 – REQUIRED PROPOSAL FORMS AND ATTACHMENTS	42
6.1	Required Forms and Certifications (Mandatory Submission)	42
6.2	Required Proposal Attachments (Mandatory Submission)	Error! Bookmark not defined.
6.3	AACOG Vendor Packet (Separate File Requirement)	42
6.4	Insurance Submission Requirement (Pass/Fail)	42
6.5	Form Execution Requirements.....	43
6.6	Appendix Overview	43
	Appendix A – General Technical Requirements	43
	Appendix B – Project-Specific Statements of Work (SOWs)	43
	NON-DISCRIMINATION CERTIFICATION	Error! Bookmark not defined.
A.	Minimum Eligibility Requirements (Pass/Fail)	Error! Bookmark not defined.
B.	Proposal Submission Requirements.....	Error! Bookmark not defined.

C.	Appendix Requirements and Acknowledgements	Error! Bookmark not defined.
D.	Pricing Requirements.....	Error! Bookmark not defined.
E.	Task Order and JBSA Requirements	Error! Bookmark not defined.
F.	Evaluation Information Provided (Scored)	Error! Bookmark not defined.

Definitions and Acronyms

For purposes of this Request for Proposals (RFP), the following definitions and acronyms apply:

Definitions

Addendum

A written amendment issued by AACOG that modifies, clarifies, or supplements this RFP. Only written addenda issued by AACOG are official and binding.

Closeout Package

The complete set of documentation required for final acceptance of a task order, which may include, as applicable: as-built drawings, labeling schedules, OTDR and power meter test results, splice documentation, warranties, and other deliverables required by the task order.

Notice to Proceed (NTP)

Written authorization issued by AACOG that permits the Contractor to begin performance under a specific task order. No on-site work, mobilization, delivery, installation, or field investigations may begin prior to receipt of a written NTP and required JBSA approvals.

Proposal

The complete response submitted by a Respondent to this RFP.

Request for Information (RFI)

A formal written request submitted by the Contractor seeking clarification, interpretation, or resolution of an ambiguity, discrepancy, or conflict in task order documents, drawings, or requirements.

Respondent (Proposer)

Any vendor submitting a Proposal in response to this RFP.

Submittal

A document, drawing, report, plan, certification, or other information required to be submitted by the Contractor for review and acceptance, to demonstrate compliance with task order requirements, JBSA requirements, and Appendix A requirements.

Submittal Description (SD)

A submittal category used to organize required documentation for review and acceptance. SD categories are identified in Appendix A and may be further defined in the applicable task order.

Task Order (TO)

A written authorization issued by AACOG that defines the final, binding Scope of Work, deliverables, schedule, and pricing for a specific project. Work may only be performed under an issued task order.

Task Order Request (TOR) / Task Order Proposal Request

A written request issued by AACOG under that describes a specific project scope and requests the Contractor to submit pricing, schedule, and required deliverables for that individual task order.

Government / JBSA

For purposes of this RFP and any resulting contract(s), “Government” refers to the Joint Base San Antonio (JBSA) entities and personnel responsible for installation coordination, access, safety, security, engineering review, and acceptance of work. AACOG is the contracting entity and is the only party authorized to issue task orders, execute contracts, or approve payment.

Notice to Proceed (NTP)

A written authorization issued by AACOG confirming that all required approvals have been obtained and authorizing the Contractor to begin work under a specific task order. No on-site work may begin prior to issuance of an NTP.

As-Built Drawings

Final documentation prepared by the Contractor that accurately reflects the actual installed conditions of the work performed under a task order, including routes, locations, and labeling. As-built drawings shall be submitted in the format required by the applicable task order.

Closeout Package

A complete set of final documentation required for task order closeout and acceptance, which may include (as applicable): OTDR results (raw traces and PDF summaries), power meter results, splice documentation, labeling schedules, as-built drawings, warranties, and any other required closeout deliverables identified in the task order.

Letter of Insurability

A written statement from the Respondent's insurance carrier or licensed insurance broker confirming the Respondent's ability to obtain the required coverages and limits identified in this RFP upon award. A letter of insurability does not replace the requirement to provide a Certificate of Insurance (COI) upon task order award, as applicable.

Pass/Fail Requirement

A requirement that must be met for a Proposal to be considered responsive and eligible for evaluation. Failure to meet a pass/fail requirement may result in the Proposal being deemed non-responsive and excluded from further consideration.

Integrated Project Team (IPT) Meeting

A coordination meeting conducted for an active task order between AACOG, JBSA stakeholders, and the Contractor to review schedule, safety, access coordination, submittals, and progress.

Acronyms (Key Terms Only)

Acronym Meaning

AACOG Alamo Area Council of Governments

AN Access Node

ATCT Air Traffic Control Tower

BICSI Building Industry Consulting Service International

CE Civil Engineer

CN Communications Node

CUI Controlled Unclassified Information

DAF Department of the Air Force

FOC Fiber Optic Cable

HDD Horizontal Directional Drilling

IGSA Intergovernmental Support Agreement

Acronym Meaning

JBSA Joint Base San Antonio

NTP Notice to Proceed

OPSEC Operations Security

OSP Outside Plant

OTDR Optical Time Domain Reflectometer

RFI Request for Information

RFP Request for Proposals

SD Submittal Description

SOW Statement of Work

TO Task Order

UFC Unified Facilities Criteria

IPT Integrated Project Team

PART 1 – SCOPE OF REQUEST & PROGRAM OVERVIEW

This Part outlines the purpose, scope, and structure of this RFP, including program requirements and the anticipated delivery of fiber optic cabling installation services under AACOG's IGSA with Joint Base San Antonio (JBSA).

1.2 Background Information

1.2.1 Alamo Area Council of Governments (AACOG)

The Alamo Area Council of Governments (AACOG) is a political subdivision of the State of Texas, established in 1967 under Chapter 391 of the Texas Local Government Code as a voluntary association of municipal and county governments and special districts. AACOG serves the Alamo Area / State Planning Region 18, which spans thirteen (13) counties and approximately 12,582 square miles, including Atascosa, Bandera, Bexar, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, McMullen, and Wilson counties.

1.2.2 Mission and Regional Services

Through planning, coordination, and service delivery activities, AACOG supports its member governments and regional partners in addressing shared needs and priorities. As part of this mission, AACOG enters into intergovernmental agreements to facilitate regional services and infrastructure projects, including those supporting federal installations located within the region.

1.2.3 Procurement Authority

AACOG is administering this procurement pursuant to its Blanket Intergovernmental Support Agreement (IGSA) with Joint Base San Antonio (JBSA) and will serve as the contracting entity for this procurement and any resulting contract(s).

1.2.4 Ethics and Non-Discrimination

It is AACOG's policy to treat all individuals, including potential members, vendors, Respondents, subcontractors, providers, suppliers, and others, fairly, equitably, and without discrimination. AACOG employees are committed to performing their duties lawfully and ethically, while avoiding any actual or perceived conflicts of interest.

1.2.5 Funding and Compliance

Projects issued under this Request for Proposals (RFP) will be funded through federal funding in support of infrastructure requirements at Joint Base San Antonio (JBSA) and related facilities. Funding availability for individual task orders is subject to federal authorization, appropriation, and allocation, and may vary by project. Contractors shall comply with all applicable federal, state, and local laws, regulations, and installation-specific requirements associated with federally funded projects. Nothing herein shall be construed as a guarantee of funding or the issuance of any task order.

1.3 Purpose of the RFP

1.3.1 General Purpose

The Alamo Area Council of Governments (AACOG) is soliciting Proposals from qualified and experienced vendors to provide engineering, furnishing, installation, testing, termination, and commissioning services for a fiber optic cabling infrastructure project at Joint Base San Antonio (JBSA) under the Blanket Intergovernmental Support Agreement (IGSA) between AACOG and JBSA.

The purpose of this Request for Proposals (RFP) is to award a contract to a qualified Contractor to perform the work described in the attached Appendix B – Project Statement of Work (SOW). The project includes the installation of single-mode fiber optic cabling and associated infrastructure, together with all labor, equipment, materials, supervision, testing, documentation, and related services necessary to successfully complete the project in accordance with the requirements of this RFP and the Project Statement of Work.

The successful Respondent shall perform all work in compliance with applicable federal, state, local, and JBSA installation requirements, including all technical, safety, security, and access requirements specified in this solicitation and its attachment

1.3.2 Task Order Project Summary

This solicitation is for one (1) fiber optic cabling installation project at Joint Base San Antonio (JBSA)-Lackland. The selected Contractor shall engineer, furnish, install, and test (EFI&T) the fiber optic infrastructure in accordance with the requirements set forth in Appendix B – Project Statement of Work (SOW).

The project consists of the installation of twelve (12) single-mode fiber optic cable routes originating from Building 935 and extending to designated facilities within the 149th Fighter Wing area at JBSA-Lackland. The Contractor shall provide all labor, supervision, equipment, materials, tools, transportation, testing, documentation, and incidental services necessary to complete the project in accordance with the requirements of this RFP and the Statement of Work.

The complete project scope, technical specifications, installation requirements, drawings, and required deliverables are contained in Appendix B – Project Statement of Work (SOW).

1.3.3 Contract Structure

The initial contract term is anticipated to be one (1) year, with up to four (4) additional one-year renewal options, subject to satisfactory Contractor performance, continued need, and availability of funding.

1.3.4 Task Orders and No Guarantee

AACOG intends to award one (1) contract to the Respondent whose Proposal is determined to be the most advantageous to AACOG based on the evaluation criteria set forth in this Request for Proposals (RFP).

AACOG reserves the right to reject any or all Proposals, waive minor informalities or irregularities, request clarifications, negotiate with the selected Respondent as permitted by applicable law, or cancel this solicitation if it is determined to be in the best interest of AACOG.

Award of a contract is contingent upon the availability of funding, successful contract negotiations, and all required approvals. The resulting contract shall be for the completion of the project described in Appendix B – Project Statement of Work (SOW).

1.4 Scope of Work

1.4.1 Notice to Proceed (NTP) and JBSA Approvals

The Contractor shall not commence any on-site work, mobilization, material delivery, installation activities, or field investigations until AACOG issues a written Notice to Proceed (NTP) for the applicable task order and all required JBSA access, security, and coordination approvals have been obtained. Any work performed prior to receipt of a written NTP and required approvals shall be performed at the Contractor's sole risk and expense.

1.4.2 Task Order Authority and Document Hierarchy

All work performed under the resulting contract shall be in accordance with this Request for Proposals (RFP), Appendix B – Project Statement of Work (SOW), Attachment G – Cost Breakdown (Mandatory Submission), and all other attachments incorporated into this solicitation. The resulting contract shall establish the Contractor's obligations regarding the scope of work, deliverables, schedule, milestones, completion requirements, and pricing.

Appendix B – Project Statement of Work (SOW) establishes the technical requirements, installation standards, project specifications, and required deliverables for this project. Attachment G – Cost Breakdown (Mandatory Submission) shall be used by Respondents to submit their pricing proposal.

In the event of any conflict, inconsistency, or ambiguity between this RFP and the attachments, the order of precedence shall be as follows:

Executed Contract and any written amendments or addenda;

This Request for Proposals (RFP);

Appendix B – Project Statement of Work (SOW);

Attachment G – Cost Breakdown (Mandatory Submission); and

Any other attachments or documents incorporated by reference.

The Contractor shall perform all work in accordance with the highest applicable requirement unless otherwise directed in writing by AACOG.

1.4.3 General Scope

The Contractor shall provide all engineering, labor, supervision, materials, equipment, tools, transportation, and incidental services necessary to engineer, furnish, install, and test (EFI&T) the fiber optic communications infrastructure at Joint Base San Antonio (JBSA)-Lackland in accordance with this Request for Proposals (RFP) and Appendix B – Project Statement of Work (SOW). All work shall be performed under the Blanket Intergovernmental Support Agreement (IGSA) between the Alamo Area Council of Governments (AACOG) and JBSA.

The work includes, but is not limited to, the installation of single-mode fiber optic cable (FOC), conduit and duct systems, fiber termination and splicing, testing, labeling, documentation, site restoration, and all other work necessary to complete the project as specified in the Statement of Work. The Contractor shall perform all work in accordance with applicable federal, state, and local laws and regulations; JBSA installation requirements; Unified Facilities Criteria (UFC); applicable Department of the Air Force standards; and all other codes and standards referenced in the Statement of Work.

Appendix B – Project Statement of Work (SOW) contains the complete project scope, technical requirements, installation specifications, drawings, required submittals, testing requirements, and project deliverables. Attachment G – Cost Breakdown (Mandatory Submission) shall be used by Respondents to submit their pricing proposal. Respondents are responsible for reviewing all solicitation documents and submitting a complete proposal based on the requirements contained in this RFP and its attachments.

1.4.4 Installation Locations

The work under this Contract shall be performed at Joint Base San Antonio (JBSA)-Lackland, within the 149th Fighter Wing area, as identified in Appendix B – Project Statement of Work (SOW). The project includes the installation of fiber optic infrastructure originating from Building 935 and extending to the designated facilities identified in the SOW and associated project drawings.

Respondents are responsible for reviewing the Statement of Work, project drawings, and all solicitation documents to become familiar with the installation locations, routing, access requirements, and site conditions prior to submitting a Proposal. The mandatory site visit identified in this RFP provides Respondents with an opportunity to inspect the project area and better understand the scope of work.

1.4.5 Task Order Requirements

The Contractor shall perform all work in accordance with this Request for Proposals (RFP), Appendix B – Project Statement of Work (SOW), the associated engineering drawings, routing diagrams, technical specifications, and all other solicitation attachments.

The Statement of Work identifies the required installation locations, fiber routes, buildings, deliverables, project schedule, completion requirements, testing, documentation, and any applicable performance and payment bond requirements. The Contractor shall comply with all JBSA access, security, safety, escort, and coordination requirements necessary to perform the work.

By submitting a Proposal, the Respondent acknowledges that it has reviewed the Statement of Work and all solicitation documents and agrees to perform the project in accordance with the requirements, specifications, standards, and procedures established therein.

1.4.6 Stop-Work Authority

AACOG and/or Joint Base San Antonio (JBSA) reserve the right to suspend, delay, or stop work at any time due to installation requirements, security conditions, operational needs, safety concerns, or mission priorities. Such suspension shall not entitle the Contractor to additional compensation unless expressly authorized in writing by AACOG.

1.4.7 Task Order Administration

Applicable Independent Government Estimates (IGEs) or Budget Estimates (BEs) are internal government planning documents used solely for evaluation and funding purposes, shall not be disclosed to Respondents, and do not represent a guarantee of funding, a price cap, or a commitment to award any task order. Task orders may require the Contractor to perform activities including, but not limited to, trenching, conduit and duct bank installation, manhole and handhole installation, fiber placement, splicing, termination, testing, labeling, documentation, restoration, and updates to as-built or outside plant (OSP) drawings. AACOG reserves the right to issue task orders on a competitive, rotational, or other permissible basis in accordance with the terms of this solicitation and applicable law. Issuance of any task order is subject to JBSA requirements, funding availability, and AACOG approval.

1.4.8 Site Visits

AACOG may offer an optional site visit to a single project site to provide Respondents with general context on the projects. Participation is voluntary and will not impact proposal evaluation. All site visits will be coordinated by AACOG and JBSA, require prior written approval, and must comply with JBSA access, security, and eligibility requirements.

1.5 Contractor Responsibilities

1.5.1 Monthly Reporting

The Contractor shall prepare and submit monthly progress reports to AACOG for each active task order. Reports shall be submitted no later than the last calendar day of each month and shall summarize work performed, progress toward established milestones, identified issues or risks, and anticipated activities for the following reporting period.

1.5.2 Regulatory Compliance

The Contractor shall ensure that all services performed under this RFP and any resulting task order(s) comply with all applicable federal, state, and local laws, regulations, codes, and ordinances, including but not limited to environmental requirements, safety standards, permitting requirements, and JBSA installation policies. Compliance with all applicable laws, regulations, permits, access requirements, and JBSA policies shall be the sole responsibility of the Contractor and shall not entitle the Contractor to additional compensation unless expressly authorized in writing by AACOG.

1.5.3 Demobilization and Restoration

Upon completion of work under each task order, the Contractor shall demobilize all personnel, equipment, and materials and ensure that all affected work areas are restored to a clean, safe, and debris-free condition, consistent with JBSA

requirements and the applicable task order. Failure to properly demobilize or restore work areas may be considered incomplete performance for purposes of task order closeout and the release of any associated performance bond obligations. Restoration at each location shall be subject to final inspection and approval by the JBSA Project Manager and/or JBSA Civil Engineer in accordance to JBSA Guidelines and SOW.

1.5.4 Coordination and Supervision

The Contractor shall provide all necessary supervision, coordination, and oversight of work performed under each task order. This includes coordinating site visits, inspections, and work activities as requested by JBSA and/or AACOG, and ensuring that all subcontractors comply with contract requirements and installation-specific policies. The Contractor shall designate a single, qualified point of contact authorized to act on behalf of the Contractor for all coordination with AACOG and JBSA and shall remain fully responsible for the performance, compliance, and conduct of all subcontractors.

1.5.5 Submittals and RFIs

The Contractor shall comply with all submittal and Request for Information (RFI) requirements applicable to each task order, including those identified in **Appendix A – General Technical Requirements** and in JBSA-provided engineering documents. The Contractor shall submit all required submittals and RFIs in a timely manner to support JBSA review, approval, and coordination requirements.

The Contractor shall not proceed with work impacted by unresolved submittals or RFIs until written approval or clarification is received from AACOG and/or JBSA, as applicable.

1.5.6 Quality Assurance

The Contractor warrants that all goods, materials, equipment, and workmanship furnished under the resulting contract(s) and task orders shall be new, free from defects, and in full conformance with applicable specifications, standards, and JBSA technical requirements. Any defective or non-conforming work shall be corrected at the Contractor's expense and may constitute grounds for claims against the applicable performance bond.

1.5.7 Safety Requirements

The Contractor shall be responsible for maintaining safe work conditions and complying with all applicable federal, state, and JBSA safety requirements. The Contractor shall take all necessary precautions to protect personnel, property, and ongoing JBSA operations during performance

under each task order. The Contractor shall comply with the Safety and Security requirements set forth in the Standard Technical Requirements in Section 1.10.

1.5.8 Records and Audit Support

The Contractor shall maintain records related to work performed under this contract and any task order(s) in accordance with applicable record retention requirements and shall provide access to such records upon request by AACOG or authorized federal representatives for audit, inspection, or compliance purposes.

1.5.9 Project Closeout Support

The Contractor shall provide full support for task order closeout, including submission of all required documentation, test results, as-built drawings, certifications, inspections, and coordination necessary to achieve final acceptance by AACOG and JBSA. Final acceptance of a task order and release of any associated performance and/or payment bonds shall be contingent upon satisfactory completion of all work and fulfillment of all closeout requirements.

1.6 Pricing Structure

1.6.1 General Pricing Approach

Respondents shall submit a complete, firm-fixed-price Proposal for the project described in Appendix B – Project Statement of Work (SOW) using Attachment G – Cost Breakdown (Mandatory Submission). Pricing shall include all labor, supervision, materials, equipment, tools, transportation, testing, permits (if applicable), overhead, profit, and all other costs necessary to complete the project in accordance with the requirements of this RFP.

The pricing submitted shall be valid for the entire project and shall remain firm for the period specified in this RFP. AACOG reserves the right to evaluate the reasonableness and completeness of the pricing submitted and to request clarification of any apparent discrepancies or omissions; however, such requests shall not permit Respondents to modify or revise their proposed pricing except as otherwise permitted under applicable procurement requirements.

Failure to submit a complete Cost Breakdown may result in the Proposal being determined non-responsive.

1.6.2 Task Order Pricing Requirements

Pricing shall be submitted only in response to individual task order requests

issued by AACOG. Each task order request will define the specific Scope of Work and require submission of detailed pricing applicable to that task order.

Task-order pricing shall be **firm, fixed, and all-inclusive**, covering all labor, materials, equipment, supervision, overhead, administrative costs, travel, **mobilization**, and incidental expenses necessary to perform the work, unless otherwise expressly authorized in writing by AACOG.

Pricing shall **not include escalation, standby charges, or administrative markups** unless specifically authorized in the applicable task order.

1.6.3 Asbestos Survey and Environmental Compliance Pricing

An asbestos survey may be required for applicable task order prior to the commencement of any work. Task-order pricing shall include all costs associated with required asbestos surveys, testing, reporting, coordination, and related environmental compliance activities, unless otherwise expressly stated in the task order.

All asbestos-related activities shall be performed in accordance with applicable federal and state regulations and Joint Base San Antonio (JBSA) environmental requirements. Asbestos-related work shall not commence without prior written authorization from AACOG and JBSA, as applicable.

1.6.4 Performance and Payment Bond Requirements

Pursuant to **RFO 36.101 (Applicability)**, construction task orders issued under this contract are subject to applicable federal bonding requirements. **Each applicable construction task order issued under this contract shall require the Contractor to furnish performance and payment bonds.**

Bonding shall be provided in accordance with **RFO 52.228-15, Performance and Payment Bonds—Construction**, as incorporated into the applicable task order. Bond amounts, forms, and submission timelines shall be specified in the task order.

All costs associated with required performance and payment bonds shall be included in the applicable task order pricing. Required bonds must be furnished prior to issuance of the Notice to Proceed, unless otherwise stated in the task order.

1.6.5 Pricing Review and Evaluation

Pricing submitted in response to a task order request will be evaluated in accordance with the criteria specified in that request and may be subject to negotiation. AACOG reserves the right to reject pricing determined to be

unreasonable, non-responsive, inconsistent with the task order requirements, or not aligned with applicable law, JBSA requirements, or available funding.

Independent Government Estimates (IGEs) or Budget Estimates (BEs), when applicable, are internal planning tools used by AACOG and JBSA for evaluation and funding purposes only and shall not be disclosed to Respondents.

1.6.6 Task Order Response Time

Unless otherwise specified in the task order request, Contractors shall submit task-order proposals, including schedules and pricing, within the timeframe established by AACOG. AACOG reserves the right to establish expedited response timelines based on JBSA mission requirements.

1.6.7 No Minimum Guarantee

AACOG does not guarantee a minimum or maximum amount of work, number of task orders, or total contract value under this solicitation. The pricing format, level of detail, and any required supporting documentation shall be specified in each individual task order request. Issuance of any task order is subject to JBSA requirements, funding availability, and AACOG approval.

1.7 Contract and Payments

1.7.1 Contract Term

The contract start date is tentative and will be finalized following the award of the contract(s). Work under the contract shall be performed only upon issuance of an authorized task order by AACOG.

1.7.2 Proposal Costs

AACOG shall not be liable for any costs incurred by a Respondent in the preparation or submission of a Proposal in response to this RFP, or in anticipation of contract award or task order issuance.

1.7.3 Funding Availability

The Respondent agrees and acknowledges that AACOG's obligations under the resulting contract(s) and any task order(s) are subject to the availability of funding. In the event that funding is reduced, delayed, or unavailable, AACOG shall have no liability beyond payment for authorized and satisfactorily completed work performed under an issued task order prior to the loss of funding. Nothing herein shall be construed as a guarantee of funding or the issuance of any task order.

1.7.4 Payment and Invoicing

AACOG will not provide advance payments. Payment shall be made only

for work satisfactorily completed and accepted by AACOG and JBSA in accordance with the applicable task order. Payment is contingent upon acceptance of deliverables and completion of all task order requirements, including any required inspections, testing, documentation, and closeout activities. Invoices shall reference the applicable task order number and include sufficient detail to support the charges submitted, as specified in the applicable task order.

1.8 Respondent Requirements

1.8.1 Vendor Documentation

The Respondent shall complete and submit an AACOG Vendor Packet, including all required forms and certifications identified in the attachments to this RFP.

1.8.2 Professional Conduct

The Respondent shall ensure that all AACOG representatives, JBSA personnel, and stakeholders are treated professionally. Employees and subcontractors shall conduct themselves in a manner appropriate for work performed on a federal installation.

1.8.3 JBSA Access Eligibility

Access to Joint Base San Antonio (JBSA) is subject to United States Air Force and JBSA access requirements. All Respondent and subcontractor personnel must be eligible for access and comply with applicable badging, background screening, and security procedures. AACOG does not guarantee installation access.

1.8.4 Licensing and Compliance

Respondents must be properly licensed, certified, and qualified to perform required services and shall comply with all applicable laws, regulations, and JBSA installation requirements. At least one member of each installation crew must be Building Industry Consulting Service International (BICSI) certified. Respondents should expect to be monitored by AACOG, JBSA, or authorized federal representatives. Noncompliance may result in corrective action, suspension, termination of a task order, or other remedies.

1.8.5 Site Conditions and Property Protection

Upon completion of work, the Respondent shall remove all debris and restore work areas in accordance with JBSA requirements. The Respondent shall protect existing property and repair or restore any damage resulting from its operations at its own expense. Site restoration is a condition of task order closeout and bond release.

1.8.6 Schedule, Labor, and Supervision

Work shall be completed in accordance with task order schedules. The Respondent shall provide all labor, materials, equipment, supervision, and required monthly progress reports necessary to perform services at JBSA installations.

1.8.7 Independent Contractor Status

The Respondent and its subcontractors are independent contractors. The Respondent shall remain fully responsible for subcontractor's performance and shall indemnify and hold harmless AACOG from claims arising out of work performed under the resulting contract(s) or task order(s).

1.8.8 Confidentiality, Risk, and Worker Safety

The Respondent shall protect confidential and sensitive information in accordance with applicable privacy laws. All work is performed at the Respondent's sole risk. The Respondent is responsible for job-related illness or injury to its employees or subcontractors and shall indemnify and hold harmless AACOG from related claims.

1.8.9 Equal Employment Opportunity

Respondents and subcontractors shall comply with 41 CFR Parts 60-3, 60-4, 60-20, and 60-50, which prohibit discrimination against qualified individuals on the basis of protected veteran status, disability, race, color, religion, sex, sexual orientation, gender identity, or national origin.

1.8.10 Authorized Representative

The Respondent shall designate a single authorized representative with authority to act on its behalf for all contractual, technical, and coordination matters related to this RFP and any resulting task order(s).

1.8.11 Subcontractor Responsibility

Approval of subcontractors by AACOG does not relieve the Contractor of full responsibility for subcontractor performance, compliance, workmanship, safety, or deficiencies. The Contractor shall remain fully responsible for all acts and omissions of its subcontractors.

1.9 Service Area

1.9.1 Authorized Service Locations

. Services under this Request for Proposals (RFP) shall be performed at Joint Base San Antonio (JBSA)-Lackland, within the 149th Fighter Wing area, as identified in Appendix B – Project Statement of Work (SOW). The Contractor shall perform all work only at the locations, buildings, and fiber optic routes identified in the Project Statement of Work and associated project drawings,

unless otherwise authorized in writing by AACOG.

1.9.2 Task Order–Specific Locations

Specific service locations, routes, buildings, facilities, and access points will be identified in individual task orders issued under the resulting contract(s). The Contractor shall perform services only at locations authorized by the applicable task order and in accordance with JBSA access, security, and coordination requirements.

1.9.3 Expansion of Service Area

The listed service areas are provided for reference purposes only and do not limit AACOG's ability to issue task orders at other JBSA-controlled or JBSA-supported locations. The service area may expand during the contract term based on JBSA requirements, funding availability, and AACOG authorization.

1.9.4 Access and Coordination

All services performed within the service area are subject to JBSA installation access, security, and coordination requirements. The Contractor shall be responsible for ensuring that all personnel comply with applicable installation policies and procedures prior to performing work at any authorized location.

1.10 Procurement Standard

1.10.1 Competitive Procurement

It is the policy of AACOG to conduct all procurement activities in a manner that ensures full and open competition, in accordance with applicable federal, state, and local procurement laws, regulations, and AACOG policies.

1.10.2 Method of Procurement

The services solicited under this RFP are procured using the Competitive Proposal Method. Contract awards will be made only to Respondents that demonstrate the qualifications, experience, and capability to successfully perform the services required.

1.10.3 Task Order Awards

AACOG intends to award one (1) contract to the Respondent whose Proposal is determined to be the most advantageous to AACOG, based on the evaluation criteria set forth in this Request for Proposals (RFP). The award will be made using the Competitive Proposal Method and may be based on a best value determination that considers technical qualifications, demonstrated experience, project approach, pricing, and other evaluation factors identified in this RFP.

AACOG reserves the right to reject any or all Proposals, waive minor informalities or irregularities, request clarifications, negotiate with the selected Respondent as permitted by applicable law, or cancel this solicitation if doing so is determined to be in the best interest of AACOG.

1.10.4 Reservation of Rights

AACOG reserves the right to reject any or all Proposals, waive informalities and minor irregularities, and take any action deemed to be in the best interest of AACOG and JBSA, in accordance with applicable law. Informal communications do not constitute a binding commitment unless confirmed in writing through an official addendum, task order, or executed contract document.

1.10.5 Official Changes

Official changes to this RFP shall be made only through written addenda issued by AACOG. Respondents are responsible for reviewing all addenda and incorporating such changes into their Proposals and performance under any resulting contract or task order.

PART 2 – SUBMISSION INFORMATION

This Part outlines the submission requirements, communication rules, schedule information, and public information obligations applicable to this Request for Proposals (RFP).

2.1.1 Submission Deadline

Responses must be received by the Alamo Area Council of Governments (AACOG) no later than **Aug 5, 2026 @ 4:00 p.m.**

**2.1.2 Solicitation Deadlines
(Anticipated)**

AACOG anticipates the following schedule for this procurement. AACOG reserves the right to modify this schedule at its sole discretion by written addendum.

RFP Release Date	July 8, 2026 @ 4:00 pm
Site Visit Request (RSVP) Deadline	July 10, 2026 @ 4:00 pm
Pre-Bid Site Visit	July 22, 2026 @ 8:30 am
Questions Deadline	July 24, 2026 @ 12:00 pm

Q&A Posting	July 29, 2026 @ 4:00 pm
Response Deadline	Aug 5, 2026 @ 4:00 pm

2.1.3 Pre-Bid Site Visits

A optional pre-bid site visit will be held at 8:30 a.m. CDT on Wednesday, July 22, 2026, at the 149th Fighter Wing Conference Room (Building 935, Room 202), 108 Hensley Street, JBSA-Lackland, Texas.

GPS Access: Use Growdon Gate (1213 Growdon Road, San Antonio, TX) for installation access.

Participation is required for Proposal submission. Any Respondent wishing to attend the site visit must submit an email request to **ijones@aacog.gov no later than July 10, 2026, at 4:00 p.m.** CDT. AACOG will coordinate all site visit scheduling and access procedures with JBSA.

All attendees must possess valid government-issued identification and be eligible for installation access. Respondents without current base access credentials must request a DoD SAFE file transfer from AACOG to complete and submit the required Unescorted Access Request (UAR) package prior to the site visit. Failure to obtain the required installation access or attend the mandatory site visit may result in the Proposal being deemed non-responsive.

Any information provided during the site visit that modifies or clarifies this solicitation will be issued only through a written addendum. Oral statements made during the site visit shall not be considered binding.

2.1.4 Submission Format

Proposals and all required attachments must be submitted electronically as **PDF files only**. AACOG prefers that the Proposal be submitted as one combined PDF file whenever possible. If file size limitations require multiple files, Respondents shall clearly label each file. If a Respondent is unable to submit in PDF format due to technical limitations, AACOG may accept an alternate electronic format at its sole discretion. Respondents requesting an alternate format must contact AACOG prior to the submission deadline for approval.

2.1.5 Submission Method

(1) Complete electronic copy of the Proposal shall be submitted via email to ijones@aacog.gov and procurement@aacog.gov with a copy (cc) to dugarte@aacog.gov using the following subject line:

RFP Submission: RFP-26-02-JBSA – Fiber Optic Cabling Installation Services

File Type	Required File Name Format
Main Proposal (Preferred single PDF)	XXXXXX – RFP-26-02-JBSA Proposal.pdf
AACOG Vendor Packet (Separate PDF Required)	XXXXXX – AACOG Vendor Packet.pdf
Multiple Proposal Files (If needed due to file size)	XXXXXX – RFP-26-02-JBSA Proposal (Part X of Y).pdf

2.2 Authorized Points of Contact

2.2.1 Primary Point of Contact

All communications regarding this RFP shall be directed to the primary point of contact identified below.

Isaac Jones III

Senior Procurement Analyst

Email: ijones@aacog.gov

2.2.2 Secondary Point of Contact

Debbie Ugarte

Contracts and Procurement Director

Email: dugarte@aacog.gov

2.3 Communications Restriction

2.3.1 General Restriction

During the period beginning on the date this RFP is issued and ending upon execution of the resulting contract(s), all Respondents and their representatives shall restrict communications related to this RFP. All questions, requests for clarification, or communications regarding this RFP—including questions concerning terms, conditions, or requirements—must be directed only to the AACOG representatives identified in this RFP and in the manner specified herein.

2.3.2 Prohibited Communications

Respondents shall not contact members of the AACOG Board of Directors, AACOG employees, administrators, agents, or evaluation committee

members regarding this RFP, except as expressly permitted below. Prohibited communications include, but are not limited to, communications between: Any potential Respondent, service provider, bidder, lobbyist, consultant, or representative and any member of the AACOG Board of Directors; Any AACOG Board member and any selection or evaluation committee member. Any AACOG Board member and any AACOG administrator or employee regarding this RFP; Any direct or indirect discussion, advocacy, or promotion of a Respondent's Proposal outside the authorized procurement process. Any prohibited contact may result in disqualification of the Respondent, at AACOG's sole discretion.

2.3.3 Permitted Communications

The communications restriction does not apply to communications with AACOG's designated procurement representatives identified in this RFP, communications expressly requested or authorized in writing by AACOG, communications conducted during officially sanctioned inquiries, briefings, interviews, or presentations, or communications with AACOG's General Counsel when authorized by AACOG. The communications restriction shall terminate upon execution of the contract by AACOG and the selected Respondent(s).

2.4 Questions and Addenda

2.4.1 Submission of Questions

AACOG will accept questions submitted via electronic mail in accordance with the instructions and deadlines stated in this RFP.

2.4.2 Addenda

A written addendum addressing all questions received during the open question period will be issued by AACOG, distributed to all interested parties, and archived on the AACOG website at <https://aacog.gov/member-government-services/procurement/> under the applicable RFP. **Only written addenda issued by AACOG shall be considered official and binding.** Respondents are responsible for reviewing all issued addenda and for incorporating any applicable changes or clarifications into their Proposals.

2.5 Schedule and Changes

2.5.1 Procurement Schedule

All dates and times listed in the Procurement Schedule are stated in Central Standard Time (CST).

RFP Release Date	July 8, 2026 @ 4:00 pm
Site Visit Request (RSVP) Deadline	July 10, 2026 @ 4:00 pm
Pre-Bid Site Visit	July 22, 2026 @ 8:30 am
Questions Deadline	July 24, 2026 @ 12:00 pm
Q&A Posting	July 29, 2026 @ 4:00 pm
Response Deadline	Aug 5, 2026 @ 4:00 pm

2.5.2 Schedule Modifications

Dates provided are subject to change at AACOG's discretion. All material changes to the procurement schedule will be posted on AACOG's procurement webpage at <https://aacog.gov/procurement.gov>. It is the sole responsibility of Respondents to monitor the website for updates.

2.6 Availability of RFP

2.6.1 Public Availability

Nothing contained herein shall prohibit any person or entity from publicly addressing the AACOG Board of Directors during a duly noticed public meeting, in accordance with applicable Board policies, on a matter other than this RFP or in connection with a presentation specifically requested by AACOG.

2.6.2 Access to RFP Documents

This RFP is available for review during normal business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. Central Time, excluding holidays. Any party that receives this RFP from a source other than AACOG is responsible for notifying AACOG to ensure receipt of all addenda and official communications.

2.7 Proprietary Information and Public Information Act

2.7.1 Public Information Act

All Proposals and related materials submitted in response to this RFP are subject to disclosure under the Texas Public Information Act following contract execution.

2.7.2 Confidential Information

If a Respondent believes that any portion of its Proposal is exempt from

disclosure, the Respondent must clearly identify the information claimed to be exempt on a page-by-page and line-by-line basis, cite the applicable statutory exception, and provide a detailed written justification. Information not properly identified and justified will be treated as public information.

2.7.3 Attorney General Review

Determinations regarding confidentiality are made by the Texas Office of the Attorney General (OAG). AACOG must comply with all OAG rulings and assumes no responsibility for asserting confidentiality arguments on behalf of Respondents.

Procurement records will be made available for public inspection in accordance with applicable law following contract award.

PART 3 –ADMINISTRATIVE REQUIREMENTS/INSURANCE/BONDS

This Part outlines general eligibility requirements, contractual terms, administrative obligations, insurance and bonding requirements, and other conditions applicable to Respondents under this RFP.

3.1 Eligible Providers

3.1.1 Qualified Respondents

AACOG seeks Proposals from established and qualified entities with demonstrated expertise in the services required under this RFP. Respondents selected for award will become approved AACOG vendors and will be responsible for performing the functions and services outlined in the Scope of Work.

3.1.2 HUB Participation

AACOG encourages participation by small and Historically Underutilized Businesses (HUBs), as defined in Texas Government Code Chapter 2161. AACOG strives to award at least ten percent (10%) of the total annual contract value to HUB vendors, when practicable.

3.1.3 Minimum Eligibility Requirements

To be eligible for consideration, Respondents must:

- Be licensed to conduct business in the State of Texas.
- Demonstrate a minimum of three (3) years of experience in fiber optic cable construction and installation.
- Possess and maintain all licenses, registrations, and certifications required to perform the services described in this RFP, including current **EPA Lead-Safe Certification (as applicable)** in accordance with **40 CFR Part 745**;
- Be eligible to obtain and maintain access to JBSA facilities and comply with all JBSA access, security, and eligibility requirements.

- Be able to obtain and maintain all required insurance coverages and limits identified in this RFP; and
- Have the ability to obtain performance and payment bonds, as required, for applicable construction task orders.
- Be able to perform, manage, or subcontract required asbestos surveys and asbestos-related services in compliance with applicable federal, state, and JBSA requirements.

Failure to meet or maintain this minimum eligibility requirements may result in a Proposal being deemed non-responsive or ineligible for award.

3.1.4 Compliance and Capacity

AACOG is prohibited from contracting with entities that are debarred, suspended, or otherwise excluded from participation in federally funded transactions. Accordingly, Respondents must certify compliance with Executive Order 12549 and applicable federal regulations, including 29 CFR Part 98, Section 98.510. Respondents must also demonstrate knowledge of fiber optic cable infrastructure and applicable regulatory requirements, and possess the organizational capacity, professional

judgment, experience, and resources necessary to successfully perform the services requested under this RFP in accordance with AACOG's standards for public service and fiduciary responsibility.

3.2 Contract Information

3.1.5 Type of Contract

AACOG intends to award one (1) contract to the Respondent whose Proposal is determined to be the most advantageous to AACOG, based on the evaluation criteria set forth in this Request for Proposals (RFP).

AACOG reserves the right to reject any or all Proposals, waive minor informalities or irregularities, request clarifications, negotiate with the selected Respondent as permitted by law, or cancel this solicitation if determined to be in the best interest of AACOG.

Award of a contract is contingent upon the availability of funding, successful contract negotiations, and approval by AACOG, as applicable.

3.1.6 Contract Period

AACOG intends to execute a contract for an initial term of one (1) year from the effective date of contract execution. AACOG may, at its sole discretion, renew the contract for up to four (4) additional one-year renewal periods, subject to satisfactory Contractor performance, continued need, and the availability of funding. AACOG reserves the right to terminate the contract at

any time in accordance with the termination provisions herein.

3.1.7 Additional Funding

AACOG reserves the right to expand the scope of the contract to include additional tasks or services deemed beneficial to the region, subject to the parties' mutual agreement and the availability of funding.

3.1.8 Reassignment

If a Contractor fails to perform in accordance with the terms of the contract, AACOG reserves the right to terminate the contract, in whole or in part, and reassign the work to a comparably ranked Respondent obtained through this procurement, subject to successful contract negotiations.

3.1.9 Termination for Convenience

Either party may terminate the contract, in whole or in part, for convenience by providing thirty (30) days' written notice to the other party. Upon termination, the Contractor shall satisfactorily complete all work in progress through the effective date of termination, as directed by AACOG.

3.1.10 Termination for Cause

If either party materially breaches the contract and fails to cure such breach within five (5) working days after receipt of written notice specifying the breach, the non-breaching party may terminate the contract by providing ten (10) days' written notice of intent to terminate.

3.3 Governing Provisions and Limitations

3.3.1 General Provisions

Violation of any provision set forth herein may result in a Proposal being deemed non-responsive and disqualified from further consideration. This Request for Proposals (RFP) is issued solely for the purpose of obtaining uniform information to assist the Alamo Area Council of Governments (AACOG) in evaluating responses for the procurement of the services identified herein. This RFP does not constitute an offer, purchase agreement, or contract, nor does it commit AACOG to award a contract or to pay any costs incurred prior to the execution of a formal written contract, unless such expenses are expressly authorized in writing by AACOG. If accepted, the contents of a Respondent's Proposal shall become the basis for the Scope of Work incorporated into the resulting contract.

3.3.2 Responsiveness of Proposals

Respondents must submit a complete and comprehensive Proposal addressing all services and requirements specified in this RFP. Any Proposal that is incomplete or fails to address all required elements may be deemed

non-responsive and rejected.

3.3.3 AACOG Rights and Reservations

AACOG reserves the right to accept or reject any or all Proposals received; cancel, withdraw, reissue, or modify this RFP in whole or in part; award one or more

contracts for any or all services solicited and in such quantities as AACOG determines to be in its best interest; extend, shorten, increase, or decrease the scope or duration of any contract awarded as a result of this RFP; request additional information, clarification, or explanation from any Respondent; waive minor informalities, defects, or irregularities in the procurement process; and make changes to this RFP through written addenda issued by AACOG and provided to all known interested parties. AACOG further reserves the right to negotiate final contract terms with one or more selected Respondents and amend such terms as necessary to meet AACOG's operational needs; contact references, employers, agencies, or other entities identified in a Proposal or other sources having knowledge of a Respondent's qualifications or performance; and conduct on-site reviews, audits, or inspections of records, systems, and procedures, including credit or criminal background checks, either before or after contract award. Any material misrepresentation by a Respondent may result in rejection of the Proposal or cancellation of any contract awarded.

3.3.4 Funding Availability

AACOG reserves the right to withdraw, reduce, or cancel any contract award resulting from this RFP if sufficient funding is not received or is reduced due to legislative action or changes in funding source availability.

3.3.5 Ethics, Conflicts of Interest, and Competition

Respondents shall not, under penalty of law, offer or provide any gratuity, favor, or item of monetary value to any officer, board member, employee, evaluator, agent of AACOG, or elected official for the purpose of influencing this procurement.

Respondents shall not lobby, advocate, or otherwise attempt to improperly influence any AACOG officer, board member, employee, evaluator, agent, or elected official regarding this RFP. No AACOG officer, board member, employee, evaluator,

or agent shall participate in the selection, award, or administration of a contract if a conflict of interest or the appearance of a conflict exists. Respondents shall not engage in any activity that restricts or eliminates competition; however, this restriction does not prohibit lawful joint ventures or subcontracting arrangements

3.3.6 Obligation to Contract

The contents of a successful Proposal shall become a contractual obligation upon award. Failure of a selected Respondent to execute a contract may result in cancellation of the award and recovery of damages incurred by AACOG. No claim of error or mistake shall relieve a Respondent of its obligations at the proposed price or terms. AACOG may withhold execution of a contract if unresolved issues exist related to compliance, audit findings, questioned or disallowed costs, or legal matters, until such issues are satisfactorily resolved.

3.3.7 Taxes

AACOG is exempt from the payment of State of Texas sales tax and federal excise tax.

3.3.8 Record Retention and Compliance

Respondents shall retain all records related to any contract awarded under this RFP for a minimum period of seven (7) years following final payment and resolution of all pending matters. This requirement survives termination of this RFP or any resulting contract. Respondents shall submit to AACOG all documentation and forms required by applicable funding sources, including but not limited to the Economic Development Administration (EDA), Environmental Protection Agency (EPA), U.S. Department of Labor (DOL), and U.S. Department of Defense (DoD), as applicable.

This requirement also survives termination.

3.3.9 No Waiver

Failure by AACOG to enforce any provision of this RFP shall not constitute a waiver of AACOG's right to enforce such provision at a later time. Any waiver must be in writing and shall not constitute a waiver of any subsequent breach.

3.3.10 No Exclusivity

Award of a contract under this RFP does not grant exclusive rights to perform services for AACOG or Joint Base San Antonio (JBSA). AACOG reserves the right to procure similar or identical services from other sources when deemed to be in its best interest.

3.3.11 Order of Precedence

In the event of any conflict, inconsistency, or ambiguity, the order of precedence shall be: applicable federal law and JBSA installation requirements; the applicable task order; the executed master contract; this RFP, including all addenda; and the Contractor's Proposal.

3.4 Administrative Requirements and Insurance

3.4.1 Additional Commercial General Liability Coverage Requirements

Commercial General Liability (CGL) insurance shall include the following minimum coverages and limits, consistent with federal funding requirements, Joint Base San Antonio (JBSA) installation standards, and AACOG risk management policies:

CGL Coverage Component	Minimum Required Limit
Medical Expenses	\$5,000 per person
Personal and Advertising Injury Liability	\$1,000,000
Products and Completed Operations Aggregate	\$5,000,000
Damage to Premises Rented to the Respondent	\$50,000

3.4.2 Occurrence Basis and Additional Insureds

All Commercial General Liability insurance shall be written on an occurrence basis and shall name the Alamo Area Council of Governments (AACOG), its officers, employees, and agents as Additional Insureds on all applicable policies. When required by an applicable task order or JBSA installation access requirements, Joint Base San Antonio and/or the United States Government shall also be named as Additional Insureds, as permitted by law.

3.4.3 Primary and Non-Contributory Coverage

Coverage shall be primary and non-contributory with respect to any insurance maintained by AACOG, JBSA, or the United States Government.

3.4.4 Certificate of Insurance (COI) Submission

Prior to contract execution and, when applicable, prior to the issuance of any task order or commencement of work, the Respondent shall submit a Certificate of Insurance (COI) evidencing all required insurance coverage.

3.4.5 COI Content and Review Requirements

The Certificate of Insurance shall:

Clearly identify all required coverage types, policy limits, and effective dates; Name AACOG as an Additional Insured on all applicable policies; Include JBSA and/or the United States Government as Additional Insureds when required by the task order or installation access requirements; Provide that AACOG will receive not less than thirty (30) days' prior written notice of cancellation, non-renewal, or material modification of coverage; and

Be subject to review and written approval by AACOG prior to acceptance.

3.4.6 Enforcement and Remedies

Failure to maintain required insurance coverage or to provide acceptable proof of insurance may result in suspension of work, withholding of payment, termination of the applicable task order, or the exercise of any other remedies available to AACOG.

3.5 Administrative and Fiscal Capacity

3.5.1 Administrative, Managerial, and Fiscal Capability

Respondents must demonstrate the administrative, managerial, and fiscal capability necessary to perform the services required under this RFP successfully and to comply with all applicable federal grant financial accountability requirements, when applicable or if funding becomes available. Respondents awarded a contract shall comply with all AACOG rules, policies, directives, procedures, plans, and any unilateral contract modifications issued in accordance with applicable law.

3.5.2 Compliance Monitoring and Audit Access

Respondents are subject to compliance monitoring. During regular business hours, and as often as deemed necessary, AACOG, the Economic Development Administration (EDA), and/or their duly authorized representatives shall have full access to any books, records, invoices, payrolls, timesheets, or other documents related to any contract or task order resulting from this RFP for the purpose of verifying contractual, programmatic, and financial compliance with applicable laws, regulations, and policies. Respondents shall provide reports, documentation, and supporting materials upon request, as required by AACOG or applicable funding sources.

3.5.3 Authorization and Personnel Requirements

Private for-profit corporations submitting a Proposal must include a statement signed by an authorized corporate representative affirming authorization to submit the Proposal. AACOG may require the removal of any employee or staff member assigned to the contract who is alleged, accused, arrested, or charged with a disqualifying offense after a background check is completed. Respondents shall immediately notify AACOG upon becoming aware of any such allegation or charge so that AACOG may determine whether continued assignment of the individual is permitted. Respondents must possess and maintain the knowledge, experience, professional judgment, and organizational capacity necessary to perform the services and activities required under this RFP in accordance with AACOG and JBSA requirements.

3.6 Performance and Payment Bond Requirements

3.6.1 General Requirement

Contractors shall furnish a Performance Bond and, when applicable, a Payment Bond for each task order when required by the Alamo Area Council

of Governments (AACOG) and/or Joint Base San Antonio (JBSA), as specified in the applicable task order. **AACOG reserves the right to modify bond requirements for specific task orders based on the nature, scope, risk, complexity, or value of the work.**

3.6.2 Bond Amount and Surety

Unless otherwise stated in the applicable task order, required bond(s) shall be in an amount equal to one hundred percent (100%) of the total task order value. All bond(s) shall be issued by a surety company authorized to do business in the State of Texas and acceptable to AACOG.

3.6.3 Timing and Submission

Required bond(s) shall be submitted after task order award and prior to the commencement of any work under the task order. Failure to provide the required bond(s) within the timeframe specified may result in rescission of the task order award and/or the exercise of any other remedies available to AACOG.

3.6.4 Task-Order Applicability

Performance and payment bonds are not required at the Proposal submission stage. The successful Respondent shall furnish the required Performance Bond and Payment Bond after contract award and prior to the issuance of the Notice to Proceed (NTP), in accordance with the requirements of this RFP and applicable law.

Failure to provide the required bonds within the timeframe established by AACOG may result in cancellation of the contract award and award to the next highest-ranked responsive and responsible Respondent, if determined to be in the best interest of AACOG.

3.6.5 Bond Release

Release of any Performance Bond or Payment Bond shall be contingent upon satisfactory completion of the task order, final acceptance of the work by AACOG and JBSA, and completion of all required closeout documentation and contractual obligations.

3.6.6 Waiver or Modification

AACOG reserves the right, when permitted by law, to waive, reduce, or otherwise.

PART 4 – PROPOSAL REVIEW & SELECTION PROCESS

This Part describes the evaluation methodology, scoring criteria, selection process, and dispute resolution procedures used by AACOG to review and award Proposals under this RFP.

4.1 Evaluation Process

4.1.1 Initial Review for Responsiveness and Eligibility

AACOG personnel will conduct an initial review of all Proposals to determine responsiveness and eligibility in accordance with the requirements set forth in this RFP. Proposals that fail to meet mandatory submission requirements or eligibility criteria may be deemed non-responsive or ineligible and excluded from further consideration.

4.1.2 Evaluation and Scoring

All Proposals determined to be responsive and eligible will be evaluated and scored by an independent evaluation committee. Evaluations will be conducted using a standardized scoring matrix based on the evaluation criteria identified in Section 4.2 of this RFP.

4.1.3 Proposal Classification

Based on the review and evaluation process, Proposals will be classified into one of the following categories: Responsive, Responsible, Non-Responsive, and Ineligible.

4.1.4 Clarifications

AACOG may, at its sole discretion, request written clarifications from one or more Respondents to assist in the evaluation process. Any such clarifications shall not materially alter the content, scope, or substance of the original Proposal.

4.2 Evaluation Criteria

4.2.1 Organizational Capacity (20 Points)

4.2.1.1 *Company Information and Structure*

Provide your organization's full legal name and address, identify any parent company (if applicable), and indicate which office or team will perform the work. State whether your organization operates as a corporation, partnership, or sole proprietorship, the state in which you are licensed or incorporated, and the total number of full-time employees. Respondents shall also identify whether they maintain current **EPA Lead-Safe Certification (as applicable)** in accordance with **40 CFR Part 745**, and describe how compliance is managed within the organization.

4.2.1.2 *Technical Approach and Understanding of the Work*

Describe your understanding of the Project Statement of Work (SOW) and explain, at a high level, your approach to successfully performing the fiber optic cabling installation services required under this RFP. At a minimum, describe your proposed construction methodology, project sequencing,

quality control and testing procedures, fiber labeling and documentation practices, safety and environmental compliance measures, and your approach to coordinating installation access, scheduling, inspections, and project execution with the Alamo Area Council of Governments (AACOG) and Joint Base San Antonio (JBSA).

Respondents should also describe how they will identify and mitigate project risks, maintain schedule adherence, minimize disruptions to JBSA operations, and ensure successful completion of all required deliverables in accordance with Appendix A – General Technical Requirements and Appendix B – Project Statement of Work (SOW)

4.2.1.3 Key Personnel and Staffing Capacity

Identify the key personnel who will support this contract, such as the project manager, supervisor, and technical staff. Briefly describe each individual's role, qualifications, and relevant experience, and explain how your team is staffed to support multiple concurrent task orders, including the availability of backup personnel if needed.

4.2.1.4 Delivery Schedule

Provide a detailed delivery schedule that identifies the estimated number of days, projected start and completion dates, and major milestones for performance under each proposed task order SOW. The schedule should demonstrate the Respondent's ability to effectively plan, coordinate, and complete projects within required timeframes while accounting for mobilization, submittals, installation activities, inspections, and closeout requirements.

4.2.2 Demonstrated Performance (30 Points)

4.2.2.1 Relevant Experience

Describe your organization's and key personnel's relevant experience directly related to the services required under this RFP. Include only experience in which the personnel proposed for this contract actively participated. Experience completed prior to 2020 will not be considered.

4.2.2.2 Project References

Provide a minimum of five (5) references for similar projects that demonstrate the Respondent's experience performing comparable work and capacity to successfully manage projects of similar scope, size, and complexity.

For each reference, include:

- Project Title
- Year Performed

- Brief Description of Work Performed
- Contract Value
- Project Duration
- Description of concurrent project or task order management experience, if applicable
- Principal Client Contact Name
- Contact Title
- Organization Address
- Telephone Number

References should reflect projects completed for federal, military, municipal, or similarly regulated entities whenever possible and should clearly demonstrate relevant performance history. Responses are encouraged to provide examples that showcase the Respondent's organizational capability, project execution, and ability to manage multiple responsibilities simultaneously.

Example Reference Table Format:

Project Title	Year Performed	Brief Description of Work	Contract Value	Project Duration	Concurrent Project Management Experience	Client Contact Name & Title	Organization Address	Telephone Number
Example Project 1	2024	Fiber optic infrastructure installation for federal facility	\$500,000	8 months	Managed simultaneously with 3 additional federal task orders	John Smith, Project Manager	123 Main St, City, State	(555) 555-5555
Example Project 2	2023	Engineering and design services for municipal broadband	\$350,000	6 months	Oversaw multiple regional deployments	Jane Doe, Director	456 Oak Ave, City, State	(555) 555-5555

4.2.3 Cost Structure and Task-Order Pricing Approach (30 Points)

4.2.3.1 Pricing Methodology

Respondents shall submit a complete, firm-fixed-price Proposal for the project described in Appendix B – Project Statement of Work (SOW) using Attachment G – Cost Breakdown (Mandatory Submission).

The pricing proposal shall include all costs necessary to successfully complete the project, including, but not limited to:

Labor and supervision;
Materials and equipment;
Tools and transportation;
Mobilization and demobilization;
Engineering, testing, and commissioning;
Project management and administrative costs;
Required permits, inspections, and documentation;
Performance and payment bonds, if required;
Environmental compliance and other regulatory requirements, as applicable; and
Overhead, profit, and all other incidental costs necessary to complete the work in accordance with this RFP.

The submitted pricing shall be complete and remain firm for the duration specified in this RFP. AACOG will evaluate Proposals based on the total proposed price, completeness of the Cost Breakdown, and compliance with the requirements of this solicitation.

4.2.4 Experience Working on Federal Facilities (20 Points) 1 PAGE

4.2.4.1 Federal and Military Installation Experience

Respondents shall describe prior experience performing work at Joint Base San Antonio (JBSA) or comparable federal or military installations. Experience narratives should specifically address familiarity with, and successful navigation of, installation-specific requirements, including but not limited to:

- JBSA Civil Engineering (CE) processes (e.g., traffic control, environmental coordination, safety requirements);
- JBSA Notice to Proceed (NTP), submittal, and closeout processes (including required forms, material approvals, base access, inspections, and coordination); and
- Compliance with Unified Facilities Criteria (UFC), federal construction standards, and installation-specific security requirements.

4.3 Procurement Dispute Resolution

4.3.1 Appeal Process

4.3.1.1 Eligibility and Deadline for Appeals

Respondents not selected for the award may submit an appeal only for an alleged violation of a law or regulation governing the procurement process. Appeals based solely on disagreement with the evaluation results, scoring, or ranking of Proposals are not permitted. Appeals must be submitted in writing via email within ten (10) calendar days of the Respondent's receipt of AACOG's notification of final action.

Failure to submit an appeal within this timeframe shall constitute a waiver of the right to appeal.

4.3.1.2 Submission Method and Required Content

Appeals shall be submitted by email only to Debbie Ugarte, Contracts and Procurement Director (dugarte@aacog.gov), with a copy to the AACOG Procurement Department (procurement@aacog.gov). Appeals must clearly identify the AACOG action being appealed, the specific law or regulation alleged to have been violated, and the factual and legal basis supporting the appeal. Appeals must be submitted by,

or with written authorization from, the Respondent's authorized representative. Appeals submitted by any method other than email, or sent to any individual not identified above, will not be accepted.

4.3.1.3 Limitations and Final Determination

Respondents may not appeal the scoring or ranking of Proposals unless supported by material and relevant facts demonstrating a violation of applicable law or regulation. Appeals based solely on the belief that one Proposal is superior to another will not be considered. Any hearing related to an appeal shall be conducted at the sole discretion of AACOG in accordance with established procedures, and AACOG's determination on any appeal shall be final.

4.3.2 Debriefing Process

4.3.2.1 Eligibility and Request Deadline

Respondents not selected for the award who elect not to file an appeal may request a debriefing to obtain general information regarding the procurement process and evaluation. Requests for debriefing must be submitted in writing via email within ten (10) calendar days of the Respondent's receipt of AACOG's notification of the procurement decision. Failure to submit a timely request shall constitute a waiver of the right to a

debriefing.

4.3.2.2 Submission Method and Scheduling

Requests for debriefing shall be submitted by email only to Debbie Ugarte, Contracts and Procurement Director (dugarte@aacog.gov), with a copy to the AACOG Procurement Department (procurement@aacog.gov). AACOG will acknowledge receipt of the request in writing and will provide the date and time of the debriefing. Debriefings shall be scheduled as soon as practicable, and no later than ten (10) calendar days following receipt of the request.

4.3.2.3 Scope and Limitations of Debriefings

Debriefings are provided as a courtesy and are intended to promote transparency, explain the evaluation process, and assist unsuccessful Respondents in understanding the basis for the procurement decision. Debriefings will not include comparisons with other Proposals, disclosure of proprietary or confidential information, or detailed deliberations of the evaluation committee.

PART 5 – RESPONSE REQUIREMENTS

This Part outlines the required Proposal format, submission standards, page limitations, validity period, and content organization for Respondents submitting Proposals under this RFP.

5.1 Email Submission

One (1) complete electronic copy of the Proposal shall be submitted via email to **ijones@aacog.gov** and **procurement@aacog.gov**, with a copy (cc) to **dugarte@aacog.gov**, using the following subject line: **RFP Submission: RFP-26-02-JBSA – Fiber Optic Cabling Installation Services**. Hard copy submissions will not be accepted. Proposals received after the submission deadline or that fail to comply with the submission requirements of this RFP may be deemed non-responsive and rejected from further consideration.

5.2 Response Format

Proposals must be typed, single-spaced, and formatted on standard 8½ x 11-inch paper. Font size shall not be less than ten (10) points. Each page of the Proposal, except the Proposal Title Page, shall be sequentially numbered, including all attachments. Proposals must include all required elements and follow the order prescribed in this RFP. Failure to comply with formatting or submission requirements may result in the Proposal being deemed non-responsive.

5.3 Proposal Validity Period

Each Proposal shall remain valid for acceptance by AACOG for a minimum period of thirty (30) calendar days following the Proposal submission deadline to allow sufficient time for evaluation, selection, and Board action.

5.4 Page Limitations

Respondents are encouraged to keep Proposals concise, clear, and focused. The following page limits apply:

- Executive Summary: Maximum of 1 page
- Narrative Section: Maximum of 15 pages
- Project Experience / Past Performance: Maximum of 2 pages per project and pricing, with up to 5 projects permitted (10 pages total)

Page limits do not include required forms, certifications, or attachments.

5.5 Order of Contents

Proposals must be clearly labeled and compiled in the exact order listed below. Respondents shall include all required forms, certifications, and attachments as part of their submission. Proposals that do not include all required items may be deemed non-responsive and may be rejected at AACOG's sole discretion. The AACOG Vendor Packet is required and must be submitted as a separate PDF file. The Vendor Packet shall not be included in the main Proposal PDF.

A. Main Proposal PDF (Required))

1. Proposal Title Page ([Attachment A](#))
2. Table of Contents
3. Executive Summary
4. Narrative
5. Acknowledgement and Certification Sheet ([Attachment B](#))
6. Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion ([Attachment C](#))
7. Non-Discrimination Certification ([Attachment D](#))
8. Certification for Contracts, Grants, Loans, and Cooperative Agreements ([Attachment E](#))
9. Proof of Insurance (COI or letter of insurability)
10. Required Certifications, Licenses, and Regulatory Compliance Documentation (as applicable), including all relevant federal, state, and local certifications necessary to perform the proposed services.
11. Cost Breakdown (Attachment G – Mandatory Submission), completed in its entirety based on the requirements contained in Appendix B – Project Statement of Work (SOW).
12. Appendix B –Project Statement of Work (SOW)
13. Vendor Compliance Checklist (Attachment F).

B. AACOG Vendor Packet (Separate PDF Required)

The AACOG Vendor Packet is required and must be submitted as a separate PDF file. The Vendor Packet shall not be included in the

main Proposal PDF.

5.6 Table of Contents

Each Proposal shall include a Table of Contents listing all Proposal sections, subsections, and attachments with corresponding page numbers. All materials shall be clearly labeled and organized to facilitate ease of review.

5.7 Executive Summary

Respondents shall provide an Executive Summary that concisely highlights the organization's background, relevant experience, and overall approach to delivering the services solicited under this RFP. The Executive Summary shall demonstrate the Respondent's understanding of the Scope of Work and include a clear commitment to timely, compliant, and successful performance.

5.8 Narrative

The Narrative shall address the evaluation criteria outlined in this RFP and provide sufficient detail to allow AACOG to evaluate the Respondent's qualifications and approach. At a minimum, the Narrative shall include the following components: **Organizational Capacity, Demonstrated Performance, Pricing Methodology, Task-Order Pricing Approach, and Experience Working on Federal or Military Facilities (or comparable secure installations).**

5.9 Narrative Organization and Clarity Requirements

Respondents shall organize the Narrative in the same order as the evaluation criteria and clearly label each section. Responses should be concise, relevant, and directly responsive to the requirements of this RFP.

5.10 Email Subject Line

Respondents shall submit Proposals by email using the following subject line:
RFP Submission: RFP-26-02-JBSA – Fiber Optic Cabling Installation Services

5.11 File Format and Naming

Proposals and all required attachments must be submitted electronically.

AACOG prefers that the Proposal be submitted as one combined PDF file whenever possible. If file size limitations require multiple files, Respondents shall clearly label each file. If a Respondent is unable to submit in PDF format, AACOG may accept an alternate electronic format at its discretion.

File Type	Required File Name Format
-----------	---------------------------

Main Proposal (Preferred single PDF)	XXXXXX – RFP-26-02-JBSA Proposal.pdf
AACOG Vendor Packet (Separate PDF Required)	XXXXXX – AACOG Vendor Packet.pdf
Multiple Proposal Files (If needed due to file size)	XXXXXX – RFP-26-02-JBSA Proposal (Part X of Y).pdf

PART 6 – REQUIRED PROPOSAL FORMS AND ATTACHMENTS

This Part identifies the mandatory and conditional forms, certifications, and attachments that must be completed and submitted as part of a Respondent's Proposal under this RFP. Respondents are responsible for ensuring that all required items are complete, properly executed, and submitted in accordance with the Proposal organization and submission requirements set forth in Part 5.

6.1 Required Forms and Certifications (Mandatory Submission)

All required forms and certifications must be completed in full, signed, and dated by an individual authorized to bind the Respondent. Unsigned or incomplete forms may result in the Proposal being deemed non-responsive and excluded from further consideration. The following required forms and certifications must be included in the Main Proposal PDF at the time of submission:

- Acknowledgement and Certification Sheet ([Attachment B](#))
- Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion ([Attachment C](#))
- Non-Discrimination Certification ([Attachment D](#))
- Certification for Contracts, Grants, Loans, and Cooperative Agreements ([Attachment E](#))
- Vendor Compliance Checklist ([Attachment F](#)) Proof of Insurance (COI or letter of insurability)
- Executive Summary: Maximum of 1 page
- Narrative Section: Maximum of 15 pages
- Project Experience, Past Performance, and Pricing: Maximum of 2 pages per project, inclusive of relevant project details, past performance, and associated pricing, with up to 5 projects permitted (10 pages total)
- [Attachment G](#) – Cost Breakdown: Does not count toward the page limitations and shall be submitted using the form provided by AACOG.

6.2 AACOG Vendor Packet (Separate File Requirement)

The AACOG Vendor Packet is required and must be submitted as a separate PDF file.

6.3 Insurance Submission Requirement (Pass/Fail)

Failure to submit proof of insurance or a letter of insurability meeting the requirements of this RFP may render the Proposal **non-responsive** and may result in disqualification from further consideration. **AACOG may, at its sole discretion, allow Respondents to correct minor administrative errors that do not affect the substance of the Proposal.**

6.4 Form Execution Requirements

All required forms shall be completed in full and signed by an individual authorized to bind the Respondent. AACOG reserves the right to verify the accuracy and completeness of all submitted forms, certifications, and attachments.

6.5 Appendix Overview

This Request for Proposals (RFP) includes the appendices described below, which are incorporated by reference and form an integral part of this solicitation. The appendices provide the technical requirements, project-specific information, and supporting documentation necessary for Respondents to prepare a complete and responsive Proposal.

The Alamo Area Council of Governments (AACOG) is the contracting entity for this procurement. The successful Respondent shall perform the work in accordance with this RFP, the resulting contract, and all applicable appendices.

Appendix A – General Technical Requirements

Appendix A contains the general technical requirements applicable to all projects and task orders issued under this RFP. These requirements establish baseline standards for design, installation, testing, documentation, safety, quality control, and regulatory compliance for fiber optic cabling installation services.

The requirements contained in Appendix A apply uniformly to all task orders unless expressly modified in an individual task order. Appendix A is not intended to serve as construction documents, final designs, or guaranteed scopes of work.

Appendix B – Project Statement of Work (SOW)

Appendix B contains the complete Project Statement of Work (SOW) for this solicitation. The SOW defines the project scope, installation locations, technical specifications, engineering requirements, drawings, testing requirements, required submittals, project deliverables, schedule, and all applicable federal, state, local, and JBSA requirements.

Respondents shall base their technical approach, pricing proposal, and project schedule on the requirements contained in Appendix B – Project Statement of Work (SOW). Unlike a sample scope of work, Appendix B represents the actual project requirements for this solicitation and forms a binding part of the resulting contract.

Proposal Title Page

(Attachment A)

Legal Name of Proposing Entity	
Name of Owner / Director of Entity	
Title	
Mailing Address	
Physical Address (if different from mailing)	
Telephone Number	
E-mail Address	
Contract Signatory Authority & Title	
Federal Tax Identification Number	
Historically Under-Utilized Business (HUB)	☐ Yes ☐ No
<i>(If yes, attach a copy of current certification.)</i>	
Legal / Tax Status of Organization	☐ Corporation ☐ Sole Proprietor ☐ Partnership ☐ Other: _____

Acknowledgement and Certification

(Attachment B)

The undersigned certifies that:

1. All specifications, terms, and conditions of this Solicitation have been read, understood, and accepted.
2. The proposer agrees to comply with all applicable federal, state, and local laws, rules, and regulations, including but not limited to **Texas Government Code Chapters 2155, 2251, 2252, and 2261**, as applicable.
3. The information contained in this proposal is true, accurate, and complete to the best of the proposer's knowledge and belief.
4. The undersigned is an authorized representative of the proposing entity and has the authority to bind the organization contractually.
5. The proposer certifies compliance with **Texas Government Code §2252.001–§2252.003 (Residence State Certification)** and acknowledges that failure to comply may result in disqualification or termination of any resulting contract.
6. The proposer further certifies that no gratuities, favors, or inducements have been offered to any officer, employee, or representative of the Alamo Area Council of Governments (AACOG) in connection with this procurement.

By signing below, the proposer further certifies compliance with all applicable provisions of the Texas Government Code and acknowledges that any false statement, misrepresentation, or failure to comply with statutory requirements may result in disqualification, termination of contract, or other legal remedies available to the Alamo Area Council of Governments (AACOG).

AUTHORIZED SIGNATURE

Printed Name

Title

Signature

Date

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY, AND VOLUNTARY EXCLUSION****
(For Contracts and Grants)

(Attachment C)

VENDOR INFORMATION

	(Please Fill Below)
Name of Individual / Agency / Business / Organization	
Doing Business As (DBA), if applicable	
Address	
Applicable Procurement / Solicitation No.	
Federal Employer Identification Number (FEIN)	

CERTIFICATION STATEMENT

By signing and submitting this certification, the prospective vendor/grantee acknowledges and agrees to the following:

1. This certification is a material representation of fact upon which the **Alamo Area Council of Governments (AACOG)** will rely when entering into this transaction.
2. If it is later determined that the prospective vendor/grantee knowingly rendered an erroneous certification, AACOG may pursue available remedies, including but not limited to **contract termination, suspension, or debarment**, in addition to any other remedies available under federal or state law.
3. The prospective vendor/grantee agrees to provide **immediate written notice** to:

Executive Director

Alamo Area Council of Governments 2700 NE Loop 410,
Suite 101
San Antonio, TX 78217



**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY, AND VOLUNTARY EXCLUSION****
(For Contracts and Grants) (Continued)

if at any time it learns that this certification was erroneous when submitted or has become erroneous due to changed circumstances.

4. The terms “covered contract,” “debarred,” “suspended,” “ineligible,” “participant,” “person,” “principal,” and “voluntarily excluded” have the meanings assigned in the federal regulations implementing **Executive Order 12549**.
5. The vendor/grantee agrees that, if awarded a contract or grant, it will **not knowingly enter into any lower-tier covered transaction or subcontract** with any party that is debarred, suspended, or ineligible unless specifically authorized in writing by the appropriate agency or AACOG.

☐ **Yes** ☐ **No**

Do you have or anticipate having sub-vendors or sub-grantees under this agreement?

6. The vendor/grantee agrees to include this certification, without modification, in all lower-tier covered transactions and solicitations.
7. The vendor/grantee acknowledges that AACOG verifies exclusion status through applicable federal and state debarment lists.
8. Nothing herein requires the establishment of a special recordkeeping system beyond that normally maintained in the ordinary course of business.
9. If a vendor knowingly enters into a covered transaction with an ineligible party, AACOG and/or the applicable funding agency may pursue remedies including termination, suspension, or debarment.

CERTIFICATION OF ELIGIBILITY

☐ **Option 1 – Certification of Eligibility**

The vendor/grantee certifies that neither it nor its principals:

- Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal or state agency;
- Have, within the past three (3) years, been convicted of or had a civil judgment rendered for fraud, criminal offense, or violation of public contract laws;



**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY, AND VOLUNTARY EXCLUSION**
(For Contracts and Grants) (Continued)**

- Are presently indicted or otherwise charged by a governmental entity for such offenses;
- Have had a public contract terminated for cause or default within the past three (3) years.

☐ **Option 2 - Unable to Certify**

The vendor/grantee cannot certify one or more of the above statements and has attached a **signed and dated explanation** for each applicable item.

AUTHORIZED SIGNATURE

Name of Potential Vendor / Grantee

Authorized Representative (Print Name)

Title

Signature

Date

NON-DISCRIMINATION CERTIFICATION

(Attachment D)

The undersigned contractor/vendor hereby certifies that it agrees to comply with all applicable federal nondiscrimination laws and regulations, including but not limited to the following:

1. **Title VI of the Civil Rights Act of 1964**, as amended (42 U.S.C. §2000d), which prohibits discrimination based on race, color, or national origin in programs or activities receiving federal financial assistance (45 CFR Part 80).
2. **Section 504 of the Rehabilitation Act of 1973**, as amended (29 U.S.C. §794), which prohibits discrimination against qualified individuals with disabilities in:
 - Programs and activities receiving federal financial assistance (45 CFR Part 84);
 - Programs with fewer than fifteen (15) employees (45 CFR §84.52(d)(2));
 - Admission or treatment of substance abusers with medical conditions (45 CFR §84.53); and
 - Programs or activities conducted by the U.S. Department of Health and Human Services (45 CFR Part 85).
3. **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. §1681), which prohibits discrimination on the basis of sex in federally assisted education programs (45 CFR Part 86).
4. **The Age Discrimination Act of 1975**, as amended (42 U.S.C. §6101), which prohibits discrimination on the basis of age in:
 - Programs or activities receiving federal financial assistance (45 CFR Part 90); and
 - Programs or services receiving financial assistance from the U.S. Department of Health and Human Services (45 CFR Part 91).
5. **Title II of the Americans with Disabilities Act of 1990**, as amended (28 CFR Part 35), which prohibits discrimination on the basis of disability in public services.

CERTIFICATION



NON-DISCRIMINATION CERTIFICATION (Continued)

By signing below, the undersigned certifies that the vendor/grantee complies with all applicable nondiscrimination statutes and regulations listed above and agrees to remain in compliance for the duration of any contract or agreement resulting from this procurement.

AUTHORIZED SIGNATURE

Name of Potential Vendor / Grantee

Authorized Representative (Printed Name)

Title

Signature

Date

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

(Attachment E)

CERTIFICATION REGARDING LOBBYING

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

1. **No Federal appropriated funds** have been paid or will be paid, by or on behalf of the undersigned, 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:
 - The awarding of any Federal contract;
 - The making of any Federal grant or loan;
 - The entering into of any cooperative agreement; or
 - The extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If **any funds other than Federal appropriated funds** have been paid or will be paid for influencing or attempting to influence any of the individuals listed above in connection with this transaction, the undersigned shall complete and submit **Standard Form LLL – Disclosure Form to Report Lobbying**, in accordance with its instructions.
3. The undersigned agrees that the language of this certification shall be included in the award documents for **all subawards at all tiers**, including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements, and that all subrecipients shall certify and disclose accordingly.
4. This certification is a **material representation of fact** upon which reliance is placed when this transaction is made or entered into. Submission of this certification is a prerequisite imposed by **31 U.S.C. §1352**.
5. Any person who fails to file the required certification shall be subject to a **civil penalty of not less than \$10,000 and not more than \$100,000** for each such failure.

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS (Continued)

STATEMENT FOR LOAN GUARANTEES AND LOAN INSURANCE

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

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit **Standard Form LLL – Disclosure Form to Report Lobbying**, in accordance with its instructions.

Submission of this statement is a prerequisite for entering into this transaction under **31 U.S.C. §1352**, and failure to comply may result in civil penalties ranging from **\$10,000 to \$100,000** per occurrence.

AUTHORIZED CERTIFICATION

	Response
Organization Name	_____
Authorized Representative (Printed Name)	_____
Title	_____
Signature	_____
Date	_____

Vendor Compliance Checklist

(Attachment F)

Respondents are responsible for ensuring their Proposal is complete and compliant with all requirements of this Request for Proposals (RFP). Failure to meet minimum eligibility requirements or to submit required information may result in disqualification.

A. Minimum Eligibility Requirements (Pass/Fail)

- ☐ Respondent is licensed to conduct business in the State of Texas.
- ☐ Respondent has a minimum of three (3) years of experience in fiber optic cable construction and installation.
- ☐ Respondent possesses all licenses, registrations, and certifications required to perform fiber optic cabling installation services.
- ☐ Respondent maintains current EPA Lead-Safe Certification (as applicable), in accordance with 40 CFR Part 745.
- ☐ Respondent is eligible to obtain and maintain access to JBSA facilities and comply with JBSA access, security, and eligibility requirements.
- ☐ Respondent can obtain and maintain all required insurance coverages and limits identified in this RFP.
- ☐ Respondent has the ability to obtain performance and payment bonds, as required, for applicable construction task orders.
- ☐ Respondent has the ability to perform, manage, or subcontract required asbestos surveys and comply with applicable federal, state, and JBSA requirements.

B. Proposal Submission Requirements

- ☐ One (1) complete electronic copy of the Proposal is submitted by email.
- ☐ Proposal is submitted to: ijones@aacog.gov and procurement@aacog.gov (cc: dugarte@aacog.gov).
- ☐ Email subject line matches the required format:

RFP Submission: RFP-26-02-JBSA – Fiber Optic Cabling Installation Services



- ☐ Proposal is submitted by the deadline stated in the RFP.
 - ☐ Respondent has reviewed all addenda issued by AACOG and incorporated all changes into the Proposal.
 - ☐ Completed AACOG Vendor Packet (all required forms) is included with the Proposal submission
-

C. Appendix Requirements and Acknowledgements

- ☐ Respondent reviewed Appendix A – General Technical Requirements.
 - ☐ Respondent acknowledges and agrees to comply with Appendix A requirements unless expressly modified in an individual task order.
 - ☐ Respondent reviewed Appendix B –Statements of Work (SOWs), provided for planning and informational purposes only.
-

D. Pricing Requirements

- ☐ Respondent submitted rough, non-binding cost estimates for the Appendix B projects, as required for evaluation.
 - ☐ Respondent understands that final pricing will be requested, submitted, and evaluated only at the task-order level.
 - ☐ Respondent acknowledges task-order pricing must be firm, fixed, and inclusive of labor, materials, equipment, travel, mobilization, overhead, and incidental costs unless otherwise authorized by AACOG.
 - ☐ Respondent acknowledges escalation, standby charges, and administrative markups are not permitted unless specifically authorized in the applicable task order.
 - ☐ Respondent acknowledges task-order pricing must include asbestos survey costs and performance/payment bond costs when required.
-

E. Task Order and JBSA Requirements

- ☐ Respondent acknowledges AACOG is the contracting entity for all work issued under this RFP.
- ☐ Respondent acknowledges work will be authorized only through AACOG-issued task orders.
- ☐ Respondent acknowledges that no work may begin until AACOG issues a written Notice to Proceed (NTP) and



required JBSA approvals are obtained.

☐ Respondent understands task orders may include JBSA-specific access, security, coordination, submittal, and UFC compliance requirements.

F. Evaluation Information Provided (Scored)

☐ Company information and structure provided (legal name, address, office/team, business type, state of incorporation).

☐ Staffing capacity provided (full-time employees and relevant team resources).

☐ Relevant experience and demonstrated performance provided.

☐ Experience working on federal or military installations provided, including familiarity with JBSA CE processes, NTP/submittal requirements, and UFC compliance.

☐ Pricing methodology and approach provided (labor, materials, equipment, scheduling, risk, and mobilization).

AUTHORIZED REPRESENTATIVE CERTIFICATION

By signing below, the Respondent certifies that the information provided in this Vendor Compliance Checklist is true, complete, and accurate, and that the Respondent acknowledges and agrees to comply with all requirements of this RFP and any resulting contract(s) and task orders issued by AACOG.

Authorized Representative

Title

Company Name

Date

Attachment G – Cost Breakdown (Mandatory Submission)

Attachment G

Base / Location Name:	JBSA Lackland AFB, TX	
Subject:	FOC 149 FW	
Solicitation #:	FA301626Q0108	
Date:		
Cost Breakdown		
PROGRAM / ENGINEERING INSTALL COSTS	Contractor	Man Hours
Allied Support (Civil Engr):	\$	
Equipment	\$	
Installation Hardware	\$	
Equipment Rental	\$	
Equipment/HW Total:	\$	
Engineering	\$	
Program Management	\$	
Installation (Craft Labor)	\$	
Other (CAD, Tech Writer, Office Admin)	\$	
Labor Total:	\$	
Engineering Travel	\$	
PM Travel	\$	
Installation Travel	\$	
Travel Total:	\$	
% Contractor Bond if construction	\$	
Total	\$	

AACOG Vendor Packet

(submit as a separate PDF file; do not include in the main Proposal PDF)

The AACOG Vendor Packet is used to register Respondents for contracting and payment purposes. Submission of the Vendor Packet is not required at the time of Proposal submission; however, Respondents are strongly encouraged to complete and submit the Vendor Packet as soon as possible.

The selected Respondent will be required to submit a completed Vendor Packet prior to contract execution. Failure to submit the Vendor Packet in a timely manner may result in delays in contract processing and payment. The Vendor Packet must be submitted as a separate PDF file and shall not be included in the Main Proposal PDF, in accordance with the submission instructions outlined in this section.

The Vendor Packet is available at the following link:

https://aacog.gov/wp-content/uploads/2026/04/AACOG_Vendor_Setup_Request_Packet.pdf

Submission of the Vendor Packet does not guarantee award of a contract. Vendors must be registered on the AACOG Vendor List to receive future bid notices and to be eligible for award.

AACOG

