

REQUEST FOR PROPOSAL

RFP # 26-0045

COMMUNITY SURVEY



RFP DUE DATE AND TIME:

July 23, 2026 at 3:00 PM

CITY OF LONGVIEW
Purchasing Department
300 W. Cotton Street, Longview, TX 75601 (Physical address)
PO Box 1952, Longview, TX 75606 (Mailing address)

RFP SUBMITTED BY: _____

INTRODUCTION

General Information for Proposers:

The City of Longview is looking to establish a contract with a firm that will develop a comprehensive survey instrument and methodology to gauge citizen opinion regarding the services, activities and direction of the City, conduct the survey and tabulate results. This is a re-issuance to RFP # 26-0034 issued on April 8, 2026. Two addenda were issued previously and are attached. Question 5 has been updated. The presentation to Council with the final findings report is due December 2026.

Further details are provided within the RFP document. **Submittals will be accepted until 3:00 PM on July 23, 2026.** Respondents shall be responsible for delivery of the submittal to the Purchasing department before the due date and time. Submissions received after this date and time will not be considered for any reason. **Facsimile or electronic submissions will not be accepted.**

An optional pre-proposal meeting will be held virtually on June 25, 2026 at 10:00 AM CST. The meeting link is meet.google.com/kkg-tyhs-quu and the dial in information is (US) +1 929-324-1540 PIN: 633 051 068#.

The Longview Purchasing Division is the sole point of contact for the City of Longview (the City) during this process. Any oral statement by any representative of the City, modifying or changing any conditions of this RFP, is an expression of opinion only and confers no right upon the proposer.

The City of Longview appreciates your time and effort in preparing a proposal. Opening is scheduled in Purchasing Offices at 300 W. Cotton, Longview, Texas. You are invited to attend. The RFP opening will also be available virtually. The link to attend is meet.google.com/deu-fjwy-znh and the dial in information is (US) +1 806-223-0393 PIN: 509 410 079#.

Questions regarding this solicitation should be directed to Amanda Phillips at (903) 237-1322/ purchasing@longviewtexas.gov on or before **5:00 P.M. CT, July 7, 2026.**

Schedule of Events

RFP Publication	June 17, 2026
Optional Virtual Pre-Proposal Meeting	June 25, 2026 at 10:00 am
Deadline for Questions	July 7, 2026 at 5:00 pm
Proposal Submission Deadline	July 23, 2026 at 3:00 pm
Estimated Award of Contract	August 27, 2026
Estimated Contract Start Date	September 1, 2026

Questions & Addenda

All questions related to requirements or processes of this request for proposal (RFP) should be submitted in writing to the Purchasing Agent at purchasing@longviewtexas.gov before the deadline for questions as stated in the Key Events Schedule. Proposers shall initiate all inquiries during the solicitation process through the Purchasing department beginning with the publication of this RFP until ending at the final award of the contract.

Responses to inquiries that materially affect the content of this RFP will be issued by written addendum. All such addenda issued by the City before the submittal deadline shall be considered part of the RFP. Addenda information will be posted on the City's website. Proposers need to acknowledge all addenda by initialing the appropriate area(s) of the Offer Statement and Business Information form.

Open Records

Proposal responses are not available for public inspection until after the contract award. All documents associated with the proposal submitted, unless the proposer indicates a portion of the proposal is proprietary, may be subject to public inspection in accordance with the Public Information Act. All information obtained during this solicitation will become property of the City of Longview.

Purpose

The City of Longview is looking to establish a contract with a firm that will develop a comprehensive survey instrument and methodology to gauge citizen opinion regarding the services, activities and direction of the City, conduct the survey and tabulate results.

The objective is to contract with a firm with the experience, resources and capabilities to develop and issue a citywide survey; to contract with a firm that can provide a detailed analysis of the results in report format and consult with City management on issues and trends suggested by the customer data.

Definitions


The following definitions apply to this document and the transaction between the City and the selected submitter unless otherwise designated in the context. Terms, which are singular, may include multiple, where applicable and when in the best interests of the City:

- (1) "City" means and refers to the City of Longview, Texas.
- (2) "Company" or "Firm" means and refers to any submitter, whether such submitter be a sole proprietor, corporation, company, partnership, company, or any other entity legally defined or recognized under the laws of the State of Texas.
- (3) "Proposal" or "Submission" refers to a response submitted to an RFP.
- (4) "Evaluation Committee" means a committee established by the City to review and score the submitted Proposals. The Committee may be composed of City of Longview staff, City Council members, or their designees, or other individuals selected to serve on the committee by the City.
- (5) "RFP" means and refers to this Request For Proposals.
- (6) "Selected submission" means and refers to the submission sent to the City of Longview by the Selected Firm.
- (7) "Selected Firm" means the firm who is selected by the City and to whom the City Council/City Manager awards a contract for the services or commodities requested in this solicitation.
- (8) "Solicitation" means an RFP issued by the City Longview seeking products or services described in the document.
- (9) "Submitter" or "Vendor" or "Proposer" or "Contractor" or "Bidder" means a firm that submits a response to a solicitation.
- (10) "Contract documents" includes the RFP and all of the Appendices attached to the RFP.
- (11) "Day" means a calendar day unless otherwise specifically defined.

Instructions to Proposers

This section outlines specific instructions for proposal submissions. Proposers not adhering to these instructions may be disqualified without further consideration.

Cut along the outer border and affix this label to your sealed proposal envelope to identify it as a “Sealed Proposal”. Be sure to include the name of the company submitting the proposal.



SEALED PROPOSAL • DO NOT OPEN

COMMUNITY SURVEY

RFP No. 26-0045
RFP OPENING: July 23, 2026 at 3:00 PM

Community Survey
 For Information Contact:
 Amanda Phillips
purchasing@longviewtexas.gov

Company Name:	
Contact Name:	
Telephone Number:	

Proposals must be addressed to:

Amanda Phillips, CPPB	Amanda Phillips, CPPB
Purchasing Department	Purchasing Department
PO Box 1952	300 W Cotton St
Longview, TX 75606 or	Longview, TX 75601

General

- A. Proposals must be submitted no later than 3:00 PM, local time July 23, 2026 as indicated on the invitation page. Late proposals will be returned unopened to the Proposer. If proposals are sent by mail to the Purchasing Department, the Proposer shall be responsible for actual delivery of the proposal to the Purchasing Department before the advertised date and hour for opening of proposals. If mail is delayed either in the postal service, courier, or in the internal mail system of the City of Longview beyond the date and hour set for the opening, proposals thus delayed will not be considered and will be returned unopened. The proposal opening will be available virtually through Google Meet. Link listed above.
- B. Proposal must be submitted in a sealed envelope to the following address:

Mailing Address:
Purchasing Department
ATTN: Amanda Phillips
P.O Box 1952
Longview, Texas 75606

Physical Address:
Purchasing Department
Amanda Phillips
300 West Cotton Street
Longview, Texas 75601

The envelope must be clearly marked with RFP # 26-0045 Community Survey. Proposals must be submitted in the format specified. **FACSIMILE TRANSMITTALS OR ELECTRONIC MAIL SUBMISSIONS WILL NOT BE ACCEPTED.**

- C. Proposers assume all costs associated with the submission of a proposal including any potential cost for travel and time in negotiations or interviews.
- D. Offers must be valid for a minimum of one hundred twenty (120) days commencing on the day of the proposal opening.
- E. Proposals will be opened at stated time and location, but contents of the proposals will not be subject to public review. Only the names of the Proposers will be read aloud.
- F. Any interpretation, correction or changes to this specification will be made by addenda. Sole issuing authority of addenda shall be vested in the City of Longview Purchasing Agent. Addenda can be found on the City of Longview website www.LongviewTexas.gov/BIDs . Addenda can also be obtained by calling the City of Longview Purchasing office at 903-237-1322. It is the responsibility of the Proposer to obtain a copy of all addenda pertaining to this RFP.

Offer Statement and Business Information

- A. Execute "Offer Statement and Business Information" form. An individual authorized to bind the Proposer must sign the statement and date the signature's actual date signed.
- B. List the name and phone number of the representative authorized to negotiate on behalf of the Proposer and answer any questions regarding the proposal.
- C. Include acknowledgement of any RFP addenda. Addenda will be posted on the City of Longview website: LongviewTexas.gov/BIDs or may be obtained by calling the purchasing office at 903-237-1322. It is the Proposer's responsibility to obtain any addenda.
- D. Include one original proposal and one flash drive containing the proposal.
- E. Include the cost proposal listed in Attachment A in a separate sealed envelope within the sealed RFP package, and list the cost proposal listed in Attachment A as a separate file on the flash drive submitted.

Compensation

Provide compensation schedule on Attachment A. The hourly rates shall be fully burdened to include all costs, all applicable overhead and profit (including lodging, meals, and transportation).

Insurance

The Contractor at their own expense shall purchase, maintain and keep in force such insurance as will protect them from claims set for the below which may arise out of or result from the Contractor's operations under the Contract, whether such operations be by their self or by any Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

(1) worker's compensation claims, disability benefits and other similar employee benefit acts;

(2) claims for damages because of bodily injury, personal injury, occupational sickness or disease, or death of their employees, and claims insured by usual bodily injury liability coverages;

(3) claims for damages because of bodily injury, personal injury, sickness or disease, or death of any person other than their employees, and claims insured by usual bodily injury liability coverages; and

(4) claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.

Certificate of Insurance

Before commencing any of the work, Contractor shall file with the City valid Certificates of Insurance acceptable to the City. Such Certificates shall contain a provision that

coverages afforded under the policies will not be canceled until at least ten days prior written notice has been given to the City.

The Contractor shall also file with the City valid Certificates of Insurance covering all subcontractors.

Conflict of Interest

Please list any political contributions of money, in-kind services, or loans made to any member of a city council within the last three years by the firm and any of its agents or employees assigned to this project.

Drug and Alcohol Testing

The Contractor shall provide a drug and alcohol testing policy with proposal, outlining the contractor's drug testing procedures. The expense of the drug testing shall be that of the contractor. When reasonable cause exists to believe that a contractor's employee is violating the provisions of the City's Substance Abuse Guidelines, the City reserves the right to inspect all contractor work areas, which include any personal items brought onto city premises including personal vehicles. Any violation of the provisions of the City Substance Abuse Guidelines by a contractor or contract employee will result in the immediate removal from the work site.

References

List three clients that have received consulting services from your firm with services similar in scope as those listed within this proposal. Include with each, the name, address, email address, work telephone number, and dates of service for the reference as well as a brief description of the nature of the professional association.

Exceptions

Provide all exceptions to RFP terms and conditions (cite specific RFP sections applicable to each exception). These exceptions shall be considered negotiable items and any final agreements will be in addition to the City's Standard Terms and Conditions as well as any future terms and conditions incorporated via Addendum to the RFP.

Award of Contract

Proposal Evaluation

The City will review all qualified responses to the RFP and select the proposal that is determined to be in the best public interest in accordance with the intent of the RFP. All proposals will first be screened for adherence to the requirements of this RFP. The City will not consider non-responsive proposals. A non-responsive proposal is a proposal that was not timely submitted or fails to meet the material terms and conditions of this RFP as determined by the City.

The City reserves the right to waive any informality in any proposal and to accept any proposal which it considers to be in the best public interest, and to reject any or all proposals. The decision of the City shall be final.

Statement of Work

The City of Longview is looking to establish a contract with a firm that will develop a comprehensive survey instrument and methodology to gauge citizen opinion regarding the services, activities and direction of the City, conduct the survey and tabulate results.

The objective is to contract with a firm with the experience, resources and capabilities to develop and issue a citywide survey; to contract with a firm that can provide a detailed analysis of the results in report format and consult with City management on issues and trends suggested by the customer data. Any previous surveys' methodology or experience completed for the City bear no weight to this current request for proposal. The most recent survey was completed in 2014. The methodology and analysis shall provide the following:

- Inclusion of City Council, City Staff and selected members of Appointed Boards and Commissions in the development of the survey instrument and process
- Aggregated ratings of overall citywide responses
- Comparative ratings by geographic area of the 6 council districts within the City of Longview and matching the most recent Census estimates with regard to gender, ethnicity and age
- Normative ratings with other jurisdictions of similar size, government structure and/or services from across the U.S. and within Texas for benchmarking analysis
- Sufficient sample size to provide each resident an equal chance of responding no matter their demographic and to provide a 95% level of confidence AND the targeted 5% margin of error or better (previous City of Longview Surveys provided 3.6%, 3.7% and 4% margins of error.)
- Sufficient processes to reach people multiple times in multiple ways to include the City Council request for Public / Open Meetings.

After completion of the survey and tabulation of results, the contracted firm will be required to prepare and make a formal presentation providing a professional assessment and final report of the survey to the City Council. The report will include a tabulation of results, cross-tabulations, analysis and conclusions. Results from the community survey will be used for strategic planning, improvement in service delivery, public education and budgeting purposes. It is anticipated that both residents and businesses in the City Limits will be surveyed.

The intended outcome is to use this information to make better resource allocation decisions during the budget process, to provide statistically valid information in competitive grant applications and to monitor aspects of progress towards achieving City Council goals and objectives.

Timeline

The presentation to Council regarding survey results is due December 2026.

Background

The City of Longview, Texas is the County Seat for Gregg County and also has its' eastern boundary within the neighboring Harrison County. Longview has 4 Independent School Districts within its' boundaries: Longview ISD, Pine Tree ISD, Spring Hill ISD and Hallsville ISD. A Community Profile is attached to provide additional information.

The City of Longview, established in 1870, has a Council / Manager form of government and is a "Full-Service City" with more than 900 employees:

- Professional Police Department including Public Safety Communications (the City contracts with Gregg County to provide Jail Services)
- Professional Fire / EMS / Emergency Management / Community Health Department
- Public Works manages Streets, Drainage, Traffic, Sanitation / Recycling / Composting, Water & Wastewater Collection and Distribution, 3 Water Treatment Plants and 1 Wastewater Treatment Plant, Fleet Procurement / Management / Maintenance, Engineering, Metropolitan Planning Organization and Administration
- Parks, Cemeteries, City-wide Beautification and Recreation
- Libraries (Main Branch with an off-site Branch in the primary Recreation Center)
- Convention Complex: (100+ acres including Rodeo Arena and Agricultural Exhibit Facilities)
- Housing and Community Development (Longview is a HUD Entitlement Community)
- Development Services encompasses Planning and Zoning, Code Compliance, Building Inspection, and Environmental Health (Food Service and Vector Control,)
- The Longview Animal Care and Adoption Center which is a regional facility with a full-time veterinarian
- Municipal Courts (presided over by the Council appointed City Judge)
- Human Resources and Risk Management
- Finance Department with Utility Billing, Purchasing, Budgeting and Accounts Payable

- Information Services (Includes GIS and SCADA)
- Community Destinations includes Visit Longview (Convention & Visitors Bureau) and Main Street
- Community Services includes the Office of Cultural Arts and the Arts!Longview Cultural District
- Grant & Human Services includes Partners in Prevention (Mentoring, Poverty Intervention, Unity & Diversity Initiative, Go with the Flow, Disabled Task Force, Homeless Initiatives) Greater Longview Optimal Wellness (Accountable Community for Health) , Longview Transit (Fixed Route System funded by the FTA and TxDOT), Keep Longview Beautiful Affiliate and a 5 member Grant Writing / Management / Administration Team supporting Federal, State and Private Foundation Grants for City Departments
- City Manager's Office includes Mayor and Council Support, Budgeting and the Centralized Communications Divisions
- City Secretary's Office includes Mayor and Council Support, Election Responsibilities and Internal Mail Services
- City Attorney's Office includes City-wide support as well as Municipal Court Prosecution
- The Multi-modal Center includes Longview Transit which in addition to the local fixed route and para-transit services serves provides on-site ticketing services and waiting area for the Greyhound / Flix Bus Intercity Service as well as the city-owned Historic Depot which is the Passenger Station for the Amtrak Texas Eagle Long-Distance Route (of 7 States and 42 Stations on the route / Longview is ranked #9 in Activity.)

SCOPE OF WORK

The City of Longview seeks to hire a firm to:

1. Develop a comprehensive, statistically valid public opinion survey instrument for 2026 that ascertains resident perception of City services, general government issues, quality of life issues, demographic information and service priorities.
2. Obtain a list of randomly selected households to form a sufficient sampling size to receive the survey. Surveys should be targeted to each of the City's six (6) City Council Districts. The population is roughly the same across the districts. A minimum of 100 surveys, but a statistically significant equal representation of returned surveys, should be from each of the six (6) City Council Districts.
3. Develop a procedure to inform randomly selected households of their selection to participate in the survey, and a mechanism for receiving the completed surveys. Data must be statistically valid and at the 95% confidence level.

4. Issue the survey instrument and collect all responses.
5. Perform analysis of data collected including, but not limited to:
 - Cross-tabulation of responses based on several demographic characteristics of respondents chosen by the City of Longview, TX
 - Normative comparisons / benchmarking with similar jurisdictions
 - Demographic composition of completed surveys should most closely match recent census estimates against the current demographic composition of the overall City with regard to specific demographics determined by the City of Longview, TX
 - Statistical reliability of data is required to be at the 95% confidence level at the overall City level and Council District level
 - Analysis of the most important services driving overall satisfaction with City services is highly desirable and the Proposer will work with City staff to develop desired performance measures and key metrics
6. Prepare reports with both narrative, geographical mapping and graphical display to represent the finding (provide examples)
7. Be available for consultation with City management regarding the findings, and be prepared to present finding in person to City management and the City Council, if necessary
8. Prepare and present the final findings report at the December 2026 Council meeting.

The City reserves the right to have input into the survey questions.

Required Submittals

Proposal Content Submittal Requirements

Proposals will be evaluated on the factors outlined below which shall be applied to all eligible, responsive proposals in selecting the successful Proposer. Award of a contract may be made without discussion with Proposers after responses are received. Proposals should, therefore, be submitted on the most favorable terms.

Proposals will be evaluated based on the Proposer's responses to the requirements of this RFP. Interviews with Proposers are not anticipated but may be held at the options of the evaluation committee. The City reserves the right to obtain clarification or additional information with any firm in regards to its proposal. The City reserves the right to select a responsive, responsible firm on the basis of best value that is most advantageous to the City.

The Proposals received in response to the RFP will be evaluated and ranked by the Proposal Evaluation Committee in accordance with the process and evaluation criteria

contained below. Responses will be evaluated using the material and substantiating evidence presented in the response, and not on the basis of what is inferred. After thoroughly reading and reviewing this RFP, each Evaluation Committee member shall conduct his or her independent evaluation of the proposals received and grade the responses on their merit in accordance with the evaluation criteria set forth in the following table. Point assignments for each evaluation criterion will be at the discretion of each Evaluation Committee member. Total Point assignments from each Committee member will be added together for a total overall score. This total score for each Proposer will determine the order of the Proposer's ranking. The Evaluation Committee will be comprised of individuals with knowledge in the subject areas to be surveyed in the request for proposal. The City of Longview may at any time, investigate a Proposer's ability to perform work. The City is interested in previous experience in performing comparable work for municipalities, sufficient experienced and professional staffing to be assigned to the project and adequate resource to complete the contract in a timely manner. The response should provide a demonstrated understanding of the City's needs and scope of the project; should describe the recommended approach, suggested sample size, research methodology, timeline and work plan; should provide a management plan with a description of qualifications of the key personnel selected to lead the scope of services; and should identify tasks the consultant will perform versus tasks City staff will perform or coordinate.

Negotiations may be conducted with responsible proposers who submit proposals determined to be acceptable of being selected for award. All proposers will be accorded fair and equal treatment with respect to any opportunity for negotiation and revision of proposals. Revisions to proposals may be permitted after submission and before award for the purpose of obtaining best and final offers. *If interviews are required, the City of Longview will choose the number to be interviewed and schedule them accordingly.*

Those selected will answer questions to City staff members. Award will be made to the proposer who best meets specifications and selection criteria requirements outlined in the Scope of Work. The City reserves the right to award by method deemed most advantageous to the City. From the interviews, follow up questions, and using the evaluation criteria, the committee will select the proposal that appears most advantageous to the City.

The proposer may be asked to submit a "best and final offer," updating any changes made to the original proposal.

After selection of best qualified proposers, the Evaluation Committee may determine that oral presentations are required before making a final decision. The City may invite the proposers with the highest evaluation scores to make such presentations. Discussions will be on an individual basis and closed to third parties and other proposers.

During any oral presentation, the City of Longview and the proposer will review in detail all aspects of the City's requirements and the proposal. During these reviews, the

proposer may offer revisions and the City may accept the revisions in the proposal. Similarly, the City may ask for revisions, and the proposer may accept.

The City expects to accept the “best and final offer” that most meets the City criteria. The City may accept an initial proposal without additional questions or oral presentations if the City judges such proposal to be superior to all other competing proposals. The City also reserves the right to reject all proposals.

EVALUATION CRITERIA	WEIGHTED PERCENTAGE
Overall project approach to data analysis and to developing and issuing a citywide survey of Longview residents and/or businesses for the City.	50%
Experience & Qualifications (Vendor capability and expertise)	30%
Cost	20%

1. Overall Project Approach

- A. The proposal shall describe the firm’s understanding of the Project objectives and describe a proposed project approach to deliver the services in an effective, timely, economical and professional manner. The description should include an organizational chart outlining tasks, structure and services to be provided and how and when these services shall be provided. This description should fully and completely demonstrate the Proposer’s intended methods for servicing the requirements of all aspects of the Scope of Work set forth herein.
- B. The Proposer shall provide a plan outlining specific tasks to complete the project from start to finish.
- C. The Proposer shall provide any sample reports relevant to the project.
- D. Describe any support needed from City staff in order to execute the services. Identify tasks the consultant will perform versus tasks City staff will perform or coordinate.
- E. Describe the firm’s data analysis techniques and how the data will be utilized. Explain the firm’s logistic approach to complete the project from start to finish.

- F. The Proposer shall include the suggested sample size, research methodology, timeline, and work plan.
- G. Describe and provide a management plan with a description of key qualifications of the key personnel selected to lead the scope of services.

2. Experience & Qualifications

- A. Provide a description of the company, including origin, background, current size, financial capacity, general organization, and company headquarters.
- B. Identify experience with projects for which the proposer has performed similar services within the past five (5) years.

List projects in date order with newest projects listed first to include the following:

- Brief project description
- Organization's representative including contact name, phone, email, and address
- Scope of project
- Contract dollar amount and total time period involved
- Discuss the methods, approach and controls used on the project in order to complete it in an effective, timely, economical and professional manner.

List only projects involving the key team members proposed for this project. For each project listed, identify the key team member's role. List a minimum of five (5) relevant projects.

- C. List all other contracts the Proposer currently has in place, for similar services; include the name and location of the entity and contract duration.
- D. Provide an organization chart of all key team members, to be assigned specifically to this Project. Identify the Project Manager who will be empowered to make decisions for and act on behalf of the firm.

- E. Provide a resume for each proposed key team member.
- F. Provide a list of projects citing the proposed key team members' experience working with government entities and list those projects. For each project listed, identify the key team members' role.
- G. Identify and discuss the successes of key team members' collaboration on past projects.

3. Cost Proposal and Hourly Rates

Provide Cost Proposal on Attachment A. The hourly rates shall be fully burdened to include all costs, all applicable overhead and profit (including lodging, meals, and transportation)

TERMS AND CONDITIONS

2.00 PURPOSE & TERM: The purpose of this document is to provide for a contract for the services specified. The term of this contract will be one (1) year or until satisfactory completion of all of the services specified.

2.01 FUNDING. Funds for payment have been provided through the City of Longview budget approved by the Longview City Council for the current fiscal year only, which ends on September 30. Texas statutes prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Any anticipated orders or other obligations that may arise past the end of the current City of Longview fiscal year will be subject to budget approval.

2.02 RFP COMPLIANCE. Any offer to contract with the City shall be considered an executed certification that the Proposer must comply with all federal, state, local and municipal ordinances, rules, regulations and applicable laws (as amended during the contract period), relating to the provision of the items or services to be provided by the awarded proposer hereunder, or which in any manner affect this Contract.

2.03 REQUIRED RFP DOCUMENTS. Proposer shall provide with this RFP response, all documentation required by this solicitation. Failure to provide information specifically requested may result in rejection of the RFP.

2.04 DESCRIPTIONS. Any reference to model and/or make/manufacture used in RFP specifications is descriptive, not restrictive. It is used to indicate the type and quality desired. RFPs on items of like or equal to quality may be considered.

2.05 EXCEPTIONS/SUBSTITUTIONS. Proposers taking exception to the specifications, or offering substitutions, shall state these exceptions in the section provided or by attachment as part of the RFP. The absence of such a list shall indicate that the Proposer has not taken exceptions and shall hold the Proposer responsible to perform in strict accordance with the specifications of the invitation. The City of Longview reserves the right to accept any and all or none of the exception(s)/ substitution(s) deemed to be in the best interest of the city.

2.06 REFERENCES. The City of Longview requests proposers to supply a list of three (3) references to which like services or items have been supplied by their firm. References should include name of firm, address, telephone number and name of representative.

2.07 QUESTIONS. Any questions concerning the solicitation must be directed to the City of Longview Purchasing Department in writing via email to purchasing@longviewtexas.gov. Inquiries should reference the section and page in question. The City of Longview requires that potential proposers speak only with Purchasing Department staff from the issuance of this solicitation until award of the final

contract. No proposer nor any prospective proposer shall contact, communicate with or discuss any matter relating in any way to the solicitation with any member of the City of Longview City Council, City Manager, or any employee of the City outside of the Purchasing Department staff. This prohibition begins with the issuance of the solicitation and ends upon execution of and resultant contract.

2.08 ADDENDA. Any interpretations, corrections or changes to this specification will be made by addenda. Sole issuing authority of addenda shall be vested in City of Longview Purchasing Department. Addenda can be found on the City of Longview website www.LongviewTexas.gov/BIDs. Addenda can also be obtained by emailing the City of Longview Purchasing Department at purchasing@longviewtexas.gov. It is the responsibility of the proposer to obtain a copy of all addenda pertaining to this solicitation.

2.09 RFP SUBMISSION. RFPs must be submitted on the pricing forms included for that purpose in this solicitation document. RFPs must be placed in a sealed envelope and appropriately signed by a person having the authority to bind the firm in a contract. The RFP number and title shall be marked clearly on the outside as shown below. Elaborate binding or binders are discouraged. FACSIMILE TRANSMITTALS or ELECTRONIC EMAIL SUBMISSIONS WILL NOT BE ACCEPTED.

The City of Longview requests one original and one flash drive of your RFP. Include all pages of this document in submitting your RFP. Sealed RFPs MUST be submitted to.

Mailing Address.	Physical Address.
City of Longview	City of Longview
Attn. Purchasing Department	Attn. Purchasing Department
PO Box 1952	300 W. Cotton St.
Longview, TX, 75606	Longview, TX, 75601

Proposers assume all costs associated with the submission of this RFP response.

2.10 LATE RFPs. ALL RFPs MUST BE RECEIVED IN THE CITY OF LONGVIEW PURCHASING OFFICES BEFORE RFP OPENING DATE AND TIME. RFPs received by the City of Longview Purchasing Department after the submission deadline will be considered void and unacceptable and returned to the proposer unopened. The City of Longview is not responsible for lateness or non-delivery of mail, carrier, etc. The date/time stamp of when the sealed RFP response is received in the Purchasing Office will be the official time of receipt.

2.11 ALTERING RFPs. RFPs cannot be altered or amended after the submission deadline. Any interlineation, alteration or erasure made before opening must be initialed by the signer of the RFP.

2.12 WITHDRAWAL OF RFP. A RFP may not be withdrawn or canceled by the Proposer without the permission of the City for a period of one hundred twenty (120) days following the date designated for the receipt of RFPs, and Proposer so agrees upon submittal of

a RFP. For the purpose of proper RFP evaluation and approval, all prices, costs and conditions shall remain firm and valid for a one hundred twenty (120) day period, commencing on the day of the RFP opening. Upon award of contract all prices shall be firm and valid for the duration of the contract.

2.13 REJECTING RFPS. The City of Longview reserves the right to reject any or all RFPs for any or all services covered in this RFP request and to waive informalities or defects in RFPs or to accept such RFPs as it deems in the best interests of the City of Longview.

2.14 RFP AWARD. The City will review all qualified responses to the RFP and select the proposal that is determined to be in the best public interest in accordance with the intent of the RFP. All proposals will first be screened for adherence to the requirements of this RFP. The City will not consider non-responsive proposals. A non-responsive proposal is a proposal that was not timely submitted or fails to meet the material terms and conditions of this RFP as determined by the City.

The City reserves the right to waive any informality in any proposal and to accept any proposal which it considers to be in the best public interest, and to reject any or all proposals. The decision of the City shall be final.

The City expects to select one firm, but reserves the right to request substitutions of any key team member, including staff and subcontractors. The City reserves the right to contact any firm/team to negotiate if such is deemed desirable by the City for any additional information including but not limited to experience, qualifications, abilities, equipment, facilities, and financial standing. The City reserves the right to modify any part of this RFP as issued with an addendum during the RFP response period. The City, at its sole discretion, reserves the right to reject any or all responses to the RFP, to cancel the RFP, to re-advertise for new RFP responses either with identical or revised specifications, or to accept any RFP response, in whole or part, deemed to be in the best interest of the City. The City reserves the right to waive technicalities and informalities.

A response to this RFP shall not be construed as a contract, nor indicate a commitment of any kind. The RFP does not commit the City to pay for costs incurred in the submission of a response to this RFP or for any costs incurred prior to the execution of a final contract.

2.15 NEGOTIATIONS. The City reserves the right to negotiate all elements that comprise the successful Proposer's response to ensure that the best possible consideration be afforded to all concerned.

2.16 Left blank intentionally

2.17 MINIMUM STANDARDS FOR RESPONSIBLE PROPOSERS. A prospective proposer must affirmatively demonstrate responsibility and must meet the following requirements.

1. Have adequate financial resources, or the ability to obtain resources required;
2. be able to comply with the required or proposed delivery schedule;
3. have a satisfactory record of performance;
4. have a satisfactory record of integrity and ethics;
5. be otherwise qualified and eligible to receive an award.

The City of Longview may request clarification or other information sufficient to determine Proposer's ability to meet these minimum standards listed above. Failure to respond to such requests shall be cause for removal from consideration.

2.18 CONTRACT. This RFP, when properly accepted by the City of Longview, shall become a contract equally binding between the awarded proposer and City of Longview. No different or additional terms will become a part of this contract with the exception of change orders. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

2.19 INTERLOCAL AND COOPERATIVE PARTICIPATION. Other governmental entities may be extended the opportunity to purchase from the City of Longview's agreements, with the consent and agreement of the awarded proposer and the City. Such consent and agreement shall be conclusively inferred from lack of exception to this clause in a proposer's submittal. However, all parties indicate their understanding and hereby expressly agree that the City is not an agent of, partner to, or representative of those outside agencies or entities and that the City is not obligated or liable for any action or debts that may arise out of such independently negotiated procurements. It is further understood, that any other governmental entity that elects to use a City of Longview agreement will issue its own contracts or purchase orders and will require separate billing.

2.20 INDEPENDENT CONTRACTOR. The awarded proposer shall be considered an independent contractor and not an agent, servant, employee, or representative of the City of Longview in the performance of the work. This solicitation does not seek to create an employer/employee relationship, joint enterprise, partnership, or joint venture. No term or provision herein or act of the Contractor shall be construed as changing that status.

2.21 SUBCONTRACTORS. The Contractor shall not subcontract without the written approval of the City of Longview. It is expressly understood and shall be agreed by both the City and vendor that is contracting with the Contractor as independent contractor. No part of this contract shall be subcontracted out, without proper notification a written consent from the City of Longview.

2.22 ASSIGNMENT. The Contractor shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of the City of Longview. Any attempted assignment or delegation by Proposer shall be wholly void and totally ineffective for all purposes

2.23 SEVERABILITY. The invalidity, illegality or enforceability of any provision of this contract or the occurrence of any event rendering any portion or provision of this contract void shall in no way affect the validity or enforceability of any other portion or provision of this contract. Any void provision shall be deemed severed from this contract, and the balance of the contract shall not be construed and enforced as if the contract did not contain the particular portion or provision to be held void. The parties further agree to amend this contract to replace any stricken provision. The provisions of this clause shall not prevent this entire contract from being void should a provision which is the essence of this contract be determined void.

2.24 INDEMNIFICATION. The Contractor agrees and shall indemnify and hold harmless City of Longview, its officers, agents, employees, and elected officials from and against any and all claims, losses, damages, causes of action, suits, and liability of every kind, including all, but not limited to, expenses of litigation, court costs, and attorney's fees, for injury to or death of any person, or damage to any property, arising out of or in connection with the acts and/or omissions of contractor under this contract.

2.25 VENUE. This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in Longview, Texas. Venue for actions arising under this agreement in federal courts shall lie exclusively in the Eastern District of Texas, Tyler Division, and for state courts shall lie exclusively in Gregg, County, Texas.

2.26 EQUAL EMPLOYMENT OPPORTUNITY. The Contractor shall comply with all applicable provisions of regulations of the U.S. Department of Commerce (Part A of Subtitle 15 of the code of Federal regulations) issued pursuant to the Civil Rights act of 1964, in regard to nondiscrimination in employment because of race, religion, color, sex, handicap, or national origin. The proposer shall comply with all applicable Federal, State, and local laws, rules and regulations concerning equal employment opportunity.

2.27 WAGES. Contractor shall pay or cause to be paid, without cost or expense to City of Longview, all Social Security, Unemployment and Federal Income Withholding Taxes of all employees and all such employees shall be paid wages and benefits required by Federal and/or State Law. If federal or state funds are involved in paying for the work, there may be additional requirements that must be followed to comply with the terms of the federal or state funding.

2.28 COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT (ADA). Contractor shall be in compliance with all relevant requirements of the Americans with Disabilities Act (ADA) as applicable to their operations. By submission of a proposal, Contractor acknowledges intention to conform with ADA. If Contractor does not conform to the ADA, the City has grounds to terminate the contract.

2.29 OZONE ACTION DAYS. The Contractor shall observe and follow City policy in regard to operating equipment and providing services on Ozone Action Days.

2.30 STORM WATER MANAGEMENT. Contractor shall implement best management practices (BMPs) to prevent storm water pollution to the maximum extent practicable in accordance with the City of Longview's Storm Water Management Program. These BMP's include at a minimum.

- Performing regular inspections and maintenance on vehicles and equipment to prevent fluid leaks.
- Implement standard operating procedures (SOPs) for spill prevention and cleanup that include at a minimum the following.
 1. arrival of the responsible person or response personnel hired by the responsible person at the site of the discharge or spill;
 2. initiating efforts to stop the discharge or spill; including maintaining onsite spill kits
 3. minimizing the impact to the public health and the environment;
 4. neutralizing the effects of the incident;
 5. removing the discharged or spilled substances; and
 6. managing the wastes.
- Training and equipping all employees who are present on City property in appropriate actions in accordance with the SOP.
- Provide upon request records of onsite inspections and BMP's

Storm Water Spill Kit. When required by the City's Storm Water Management Program or by other law, vendor is required to have a storm water spill kit onsite at all times. Spill kit shall include at a minimum. Nitrile Safety Gloves, Eye Goggles, Shoe Covers, Sorbents, Handbook and Disposal Bag.

2.31 CONTRACT ADMINISTRATOR. Under this contract, the City of Longview may appoint a contract administrator with designated responsibility to ensure compliance with contract requirements, such as but not limited to, acceptance, inspection and service performance. The contract administrator will serve as liaison between the City of Longview Purchasing Department and the Contractor.

2.32 PURCHASE ORDER. A purchase order(s) shall be generated by the City of Longview to the Contractor. The purchase order number must appear on all itemized invoices. The City of Longview will not be held responsible for any orders placed/delivered without a valid current purchase order number.

2.33 CHANGE ORDERS. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders requests for the awarded contract will be made in writing to the City of Longview Purchasing Department via email to purchasing@longviewtexas.gov.

2.34 DELIVERY. All delivery and freight charges shall be Free on Board (F.O.B) destination and are to be included in the RFP price. The City of Longview does not accept C.O.D. or collect shipments.

(1) BILL OF LADING. Each shipment will be evidenced by a bill of lading issued to the City by the carrier upon delivery and acceptance of goods. The Bill of Lading shall be referenced by the purchase order number and any other information reasonably required by the City and agreed to by the Contractor.

2.35 INSPECTION. The City of Longview expressly reserves all rights under law, including, but not limited to the Uniform Commercial Code, to inspect the deliverables at delivery or at a reasonable time subsequent to delivery and to reject defective or non-conforming deliverables. If the City has the right to inspect the Contractor's, or the Subcontractor's facilities, or the deliverables at the Contractor's, or Subcontractor's premises, the Contractor shall furnish, or cause to be furnished, without additional charge, all reasonable facilities and assistance to the City to facilitate such inspection.

2.36 RIGHT OF ACCEPTANCE OR REJECTION. Acceptance inspection should not take more than five (5) working days. The Contractor will be notified within this period if the good or service provided is not in full compliance with the project scope. If any good or service is canceled for non-acceptance, the needed good or service may be purchased elsewhere and the Contractor may be charged full increase, if any, in cost and handling.

2.37 DEFECTIVE ITEMS. Items supplied under this contract shall be subject to the City of Longview's approval. Items found defective or not meeting specifications shall be picked up and replaced by the Contractor at the next service date, at no expense to the city. If the item(s) is not picked up within one (1) week after notification, the item(s) may be removed at the owner's expense at the discretion of the City.

2.38 DEFECTIVE SERVICES. Services supplied under this contract shall be subject to the City of Longview's approval. Services found defective or not meeting specifications shall be corrected at no expense to the City.

2.39 WARRANTY. The Contractor shall warrant that all items/services shall conform to the proposed specifications, all warranties as stated in the Uniform Commercial Code, and be free from all defects in material, workmanship and title. Contractor and the City agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code. The goods specified shall be warranted against defects in material and workmanship for a period of not less than twelve (12) months beginning with the date of acceptance. If the manufacturer's standard warranty exceeds twelve (12) months, then the manufacturer's standard warranty shall be in effect. The successful proposer shall furnish a copy of the manufacturer's warranty at the time of delivery.

(1) WARRANTY OF SERVICES. Contractor warrants that the services shall be performed in full conformity with this Contract, with professional skill and care that would be exercised by those who perform similar services in the commercial marketplace, and in accordance with accepted industry practice.

(2) WARRANTY OF PRICE. The price to be paid by the City of Longview shall be that agreed to in writing by the City which Contractor warrants to be no higher than Contractor's current prices on orders for products of the kind and specification covered by the purchase order for similar quantities under similar or like conditions and methods of purchase. In the event Contractor breaches this warranty, the prices of the items shall be reduced to the Contractor's current prices on orders by others, or in the alternative, City may cancel this purchase order without liability to the Contractor for breach or Contractor's actual expense.

2.40 REMEDIES. The Contractor and the City of Longview agree that both parties have all rights, duties and remedies available as stated in the Uniform Commercial Code.

2.41 INVOICES. The Contractor shall submit separate invoices to the City of Longview for each purchase order after delivery and acceptance. The invoice must list the invoice number and indicate the (1) name and address of the Contractor, (2) name and address of receiving department and/or delivery location, (3) City of Longview Purchase Order number, (4) descriptive information as to the items or services delivered, (5) price information, and (6) total amount due. All invoices must be itemized. Payment shall not be due until the above instruments are submitted to after delivery. The Contractor shall keep the Purchasing Department advised of any changes in your remittance addresses. Do not include Federal Excise, State or City Sales Tax. The City shall furnish tax exemption certificate upon request.

2.42 PAYMENT. Payment to the Contractor will be made upon receipt and acceptance by the city of the item(s) ordered and receipt of a valid invoice, in accordance with the State of Texas Prompt Payment Act, Texas Government Code Chapter 2251. The City's standard payment terms are net 30, i.e. payment is due in 30 days.

2.43 SALES TAX EXEMPTION. The City of Longview is exempt by law from payment of Texas Sales Tax and Federal Excise Tax. Accordingly, those taxes shall not be added to any item. Proposers shall be responsible to report and pay all applicable taxes, if any, promptly. Texas limited sales tax exemption certificates shall be furnished upon request.

2.44 Left blank intentionally.

2.45 PRICE ADJUSTMENTS. Price adjustments may be considered by the City of Longview only at the anniversary date of the contract and shall be substantiated in writing (e.g., Wage/Labor rates, raw materials, etc.). The City of Longview reserves the right to accept or reject any/all of the price redetermination as it deems to be in the best interest of the city. Price adjustments shall be based on the latest version of the Consumer Price Index (CPI) and/or Producer Price Index (PPI) for Dallas-Fort Worth-Arlington, TX., as published by the U.S. Department of Labor, Bureau of Labor Statistics. The Contractor must submit an adjustment request within thirty (30) days from the date of receipt of the renewal notice.

2.46 PRICE REDUCTIONS. If during the life of the contract, the Contractor's net prices to other customers for services provided hereunder are reduced below the contracted price, it is understood and agreed that the benefits of price reduction shall be extended to the City of Longview. It is the Vendor's responsibility to notify the City of Longview, in writing, of any price reductions during the life of contract. Failure to notify the City of Longview will be considered a breach of the contract and the City of Longview may pursue all rights and remedies available under all applicable law.

2.47 TERMINATION FOR CONVENIENCE. This contract shall remain in effect until the contract expires, until acceptance of performance of services ordered or until terminated by either party with a thirty (30) days written notice prior to any cancellation. The Contractor must state therein the reasons for such cancellation. The City of Longview reserves the right to award canceled contracts to the next lowest and best proposer or to the remaining responsive proposer who provides the services at the best value for the municipality, as the City deems to be in the best interest of the City. City reserves the right to hold original contractor responsible for any resultant increase in cost.

2.48 TERMINATION FOR DEFAULT. The City of Longview reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City of Longview reserves the right to terminate the contract immediately in the event Contractor fails to.

1. meet schedules;
2. defaults in the payment of any fees; or
3. otherwise perform in accordance with these specifications.

Breach of contract or default authorizes the City to exercise any or all rights. The City of Longview may exercise any right or pursue any remedy available at law or in equity for breach of this contract. The exercise of any right or pursuit of any remedy by the City for breach of this contract shall not prevent the City from exercising any other right or pursuing any other remedy available under this contract, under law, or in equity.

(1) CURE NOTICE. In the event the Contractor shall fail to perform, keep or observe any of the terms and conditions to be performed, kept or observed, City of Longview shall give the Contractor written cure notice of such default; and in the event said default is not remedied to the satisfaction and approval of the city within fourteen (14) days of receipt of such notice by the Contractor, default will be declared and all the Contractor's rights shall terminate. Proposer, in submitting this RFP, agrees that City of Longview shall not be liable to prosecution for damages in the event that the City of Longview declares the proposer in default.

2.49 NOTICE OF TERMINATION. Any notice provided by this RFP (or required by Law at the address so provided) to be given to the Contractor by the City of Longview shall be conclusively deemed to have been (1) given and received within one (1) business day via email or (2) given and received three (3) business days after such written notice

has been deposited in the mail in Longview, Texas, by Registered or Certified Mail with sufficient postage affixed thereto, addressed to the Contractor at the address so provided; provided this, shall not prevent the giving of actual notice in any other manner.

2.50 FORCE MAJEURE. Neither party under this agreement shall be held responsible for any failure or delay caused by occurrences beyond its reasonable control that make the event or delivery of the services outlined in this agreement illegal, impossible, commercially impracticable or impracticable to perform, including but not limited to acts of God, war or threat of war, terrorism, strikes, fires or floods, or other similar cause beyond the control of the Contractor, or for any of the foregoing which affect subcontractors or suppliers, and no alternate source of supply is available to the Contractor. In such event, Contractor shall notify the City of Longview, by certified or registered mail, of the delay or potential delay and the cause(s) thereof either (a) within ten (10) calendar days after the cause which creates or will create the delay first arose if the Contractor could reasonably foresee that a delay could occur by reason thereof, or (b) if delay is not reasonably foreseeable, within five (5) calendar days after the date the Contractor first had reason to believe a delay could result. The foregoing shall constitute the Contractor's sole remedy or excuse with respect to such delay. In the event performance is suspended or delayed, in whole or in part, by reason of any of the aforesaid causes or occurrences and proper notification is given the City, any performance so suspended or delayed shall be performed by the Contractor at no increased cost, promptly after such disabilities have ceased to exist unless it is determined in the sole discretion of the City that the delay will significantly impair the value of the contract to the City or to authorized users, whereupon the City may:

- a. Accept allocated performance or deliveries from the Contractor. The Contractor, however, hereby agrees to grant preferential treatment to City of Longview with respect to product subjected to allocation; and/or
- b. Purchase from other sources (without recourse to and by the Contractor for the costs and expenses thereof) to replace all or part of the products which are the subject of the delay, which purchases may be deducted from the contract quantity; or
- c. Terminate the contract or the portion thereof which is subject to delivery delays, and thereby discharge any unexecuted portion of the contract or the relative part thereof.

2.51 SILENCE OF SPECIFICATION. The apparent silence of these specifications as to any detail or to the apparent omission of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. Interpretations of these specifications shall be made on the basis of this statement.

2.52 PROPRIETARY INFORMATION. The responders to any inquiry or RFP request shall state any restrictions on the use of confidential data contained in their responses. Proprietary information will be handled in accordance with applicable law, regulations and policy of this jurisdiction.

2.53 OPEN RECORDS REQUESTS. All responses to this solicitation are in their entirety, subject to the Public Information Act. The City of Longview will respond to open records requests in accordance to State of Texas law by providing all requested response information unless the awarded contractor has specifically identified, in the RFP response package, any section or part respondent deems confidential and/or proprietary. Proposer must note and identify such information on the page where such information appears in the same manner as other exceptions. The viewing of all open records request information must be done in person, by appointment, at the Purchasing Department office.

2.54 ETHICS. The Contractor shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of the City of Longview.

2.55 CONFLICT OF INTEREST. No public official shall have interest in this contract, in accordance with Texas Local Government Code Title 5, Subtitle C, Chapter 171. The City of Longview Charter prohibits Council members and other officers and employees of the City of Longview from taking any direct or indirect interest in the profits or emoluments of any contract, job, work, or service for the City of Longview. Persons submitting a response to this RFP must comply with all applicable laws, ordinances and regulations including the provisions of the State of Texas Government code Chapter 176. As applicable, the person submitting a response must complete and submit a Conflict of Interest Questionnaire form CIQ, in a form approved by the Texas Ethics Commission. This form is to be attached to the proposal and submitted to the Purchasing Department. The Contractor affirms that the only person or parties interested in this offer as principals are those named herein, and that this offer is made without collusion with any other person, firm or corporation. Any attempt to intentionally or unintentionally conceal or obfuscate a conflict of interest may automatically result in the disqualification of the proposer's offer.

2.56 DISCLOSURE OF INTERESTED PARTIES. Section 2252.908 of the Texas Government Code requires the awarded Contractor to file Form 1295 promulgated by the Texas Ethics Commission disclosing information about certain parties with a business interest in the company. If Form 1295 is required, the City of Longview cannot enter into a contract with the awarded Contractor unless the proposer submits Form 1295 at the time the proposer submits the signed contract to the City. Generally, the process for filing Form 1295 is as follows.

1. Prior to award by City Council, the proposer will be required to log in to the Texas Ethics Commission, https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm, and fill out the Electronic Filing Application.
2. Once submitted, the system will generate an electronic Form 1295 displaying a "Certificate Number." The Contractor must print, sign and notarize Form 1295.
3. Within seven (7) business days from notification of pending award by the City of Longview Purchasing Department, the completed Form 1295 must be submitted to City of Longview.

4. The Contractor is required to repeat this process and obtain a separate Form 1295 each time the Contractor enters into a new contract, renews a contract, or makes modification and/or amendments to a City of Longview contract.

By submitting a RFP your firm agrees to adhere to section 2252.908 of the Texas Government Code referenced above. No action is required until notification of potential award by the City of Longview Purchasing Department.

2.57 NON-COLLUSION/ANTITRUST. Proposer represents and certifies its employees, agents and representatives have not participated or entered into any anti-competitive arrangements nor discussed or disclosed the terms of their response thereto with any third party other than persons or entities, which the proposer engaged to assist it with respect to completing such response or submission. The prices presented in the Proposer's response were arrived at independently, without consultation, communication, or agreement with any other proposer for the purpose of restricting competition. The prices provided were not knowingly disclosed to any other proposer and no attempt was made by the Proposer to induce any other person or Entity to submit or not to submit a RFP for the purpose of restricting competition.

SPECIAL TERMS AND CONDITIONS

INSURANCE. All proposers proposing to provide services to the City of Longview are required to have and maintain Workman's Compensation Insurance. The Contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, including without limitation the definition of "Workers' compensation insurance coverage" set forth in Section 401.011(44) for all employees of the Contractor providing services to the city for the duration of the contract. A certificate of coverage must be provided prior to the awarding of the contract. If the certificate of coverage expires during the contract duration, the Contractor must file a new certificate of coverage with the City of Longview showing coverage has been extended. Subcontractors, if used, must also provide proof of coverage to the City of Longview listing all persons providing services under this contract. The Contractor shall retain all required certificates of coverage for the duration of the contract and for one year thereafter. The Contractor shall notify the city in writing within ten (10) days of any change that materially affects the provision of coverage of any person providing services under the contract and required to be covered. The Contractor shall post on each site notice, in the text, form and manner prescribed by the Texas Workman's Compensation Commission. The Contractor shall contractually require each person with whom it contracts to provide service under the contract to.

1. Provide coverage for the duration of the contract term, based on proper reporting of classification codes and payroll which meets the statutory requirement of the Texas Labor Code, including and without limitation the definition of "Workers' compensation insurance coverage" set forth in Section 401.011(44) for all employees providing services under the contract.

2. Provide to the City of Longview prior to that person beginning work under the contract, a certificate of coverage showing that coverage is being provided for the duration of the contract for all employees of the person providing services under the contract.
3. Provide prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period ends during the duration of the contract.
4. Obtain from each other person with whom it contracts, certificate and extensions necessary to provide for coverage to all persons providing services under the contract.
5. Retain all certificates on file for the duration of the contract and for one year thereafter.
6. Notify the City in writing by certified mail of any changes affecting provisions for coverage of any person providing services under the contract.
7. Contractually require each person with whom it contracts to perform as required in subparagraphs 1 - 7, with the certificates of coverage to be provided to the person for whom they are providing services.

By signing this contract and providing a certificate of coverage, the Contractor is representing to the City that all employees of the Contractor who will provide services will be covered by workman's compensation for the duration of the contract. Failure to comply with any of these provisions is breach of contract by the Contractor which entitles the governmental entity to declare the contract void if the Contractor does not remedy breach within ten (10) days after receipt of notice of breach from the City.

Additional insurance is required. The Contractor shall obtain and maintain for the full term of the contract the following insurance minimums written by a company licensed to conduct business in the state of Texas.

Employer's Liability -	Bodily Injury by Accident - \$250,000 each accident
	Bodily Injury by Disease - \$500,000 policy limit
	Bodily Injury by Disease - \$250,000 each employee

Comprehensive General Liability (including Premises-Operations; Independent Contractor's Protective; Broad 'FormProperty Damage, Contractual Liability and Personal Injury.)

\$500,000 each occurrence
\$1,000,000 annual aggregate

Products and Completed Operations

\$500,000 each occurrence
\$1,000,000 annual aggregate

Comprehensive Automobile Liability.

Bodily Injury and Property Damage
Combined Single Limit. \$1,000,000 "CSL" each occurrence

The Contractor shall include the City of Longview and its officers, agents, employees and elected officers as additional insured on all required Comprehensive General Liability and Comprehensive Automobile liability Insurance policies. Each insurance policy to be furnished by Contractor shall include, by endorsement to the policy, a statement that a notice shall be given to the City of Longview by certified mail thirty (30) days prior to cancellation or upon any material change in coverage.

In addition to General Liability, please submit Professional Liability insurance for errors and omissions.

Schedule, Progress Reports, Invoices

The awarded consultant shall prepare and present a schedule to the project team for review monthly. Invoices for all work completed during the period will be submitted monthly (with the corresponding progress report) for work performed by the Consultant. Monthly progress reports will include a summary of:

- A. Activities, ongoing or completed, during the reporting period:
- B. Activities planned for the following month
- C. Problems encountered and actions to remedy them; and
- D. Status, including a tabulation of percent complete by task, management schedule showing project progress, supporting documentation.

Invoices should be sent to accountspayable@longviewtexas.gov and payment terms are net 30.

ATTACHMENT A: COST PROPOSAL

Costs shall be all inclusive. List itemized hours and costs by listing the tasks associated under each activity. Please utilize a separate sheet if more space is needed using the below format. In order to make a fair comparison of cost, the format will need to be followed in Attachment A. Additional cost information may be provided as long it is also reflected in Attachment A. If a task is not assigned to a specific person's name, it may still be listed utilizing the same format within Attachment A.

Example Format

Task No	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.1	Principal	\$85	1.5	\$127.50
	Senior Analyst	\$75	4.0	\$300.00
	Sub-consultant	\$30	3.0	\$90.00
Total Cost for Task A.1				\$517.50
A.2	Principal	\$85	2.0	\$170.00
	Senior Analyst	\$75	3.0	\$225.00
	Sub-consultant	\$30	4.0	\$120.00
Total Cost for Task A.2				\$515.00

**Add More Lines if Needed*

COST PROPOSAL

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.1		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.1				\$

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.2		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.2				\$

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.3		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.3				\$

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.4		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.4				\$

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.5		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.5				\$

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.6		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.6				\$

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.7		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.7				\$

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.8		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.8				\$

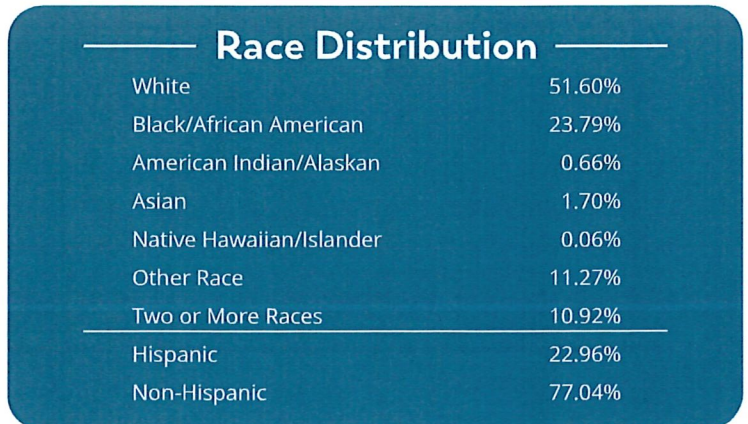
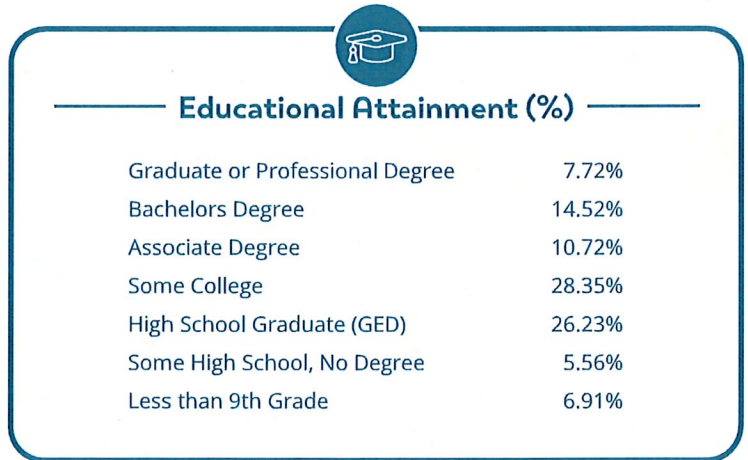
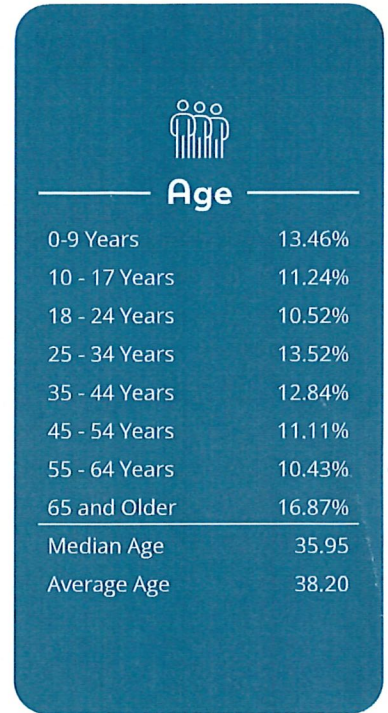
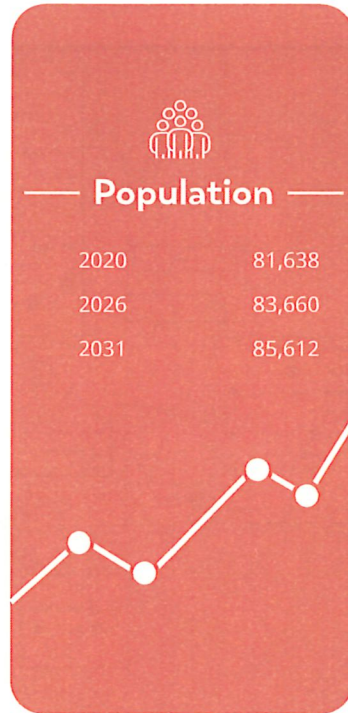
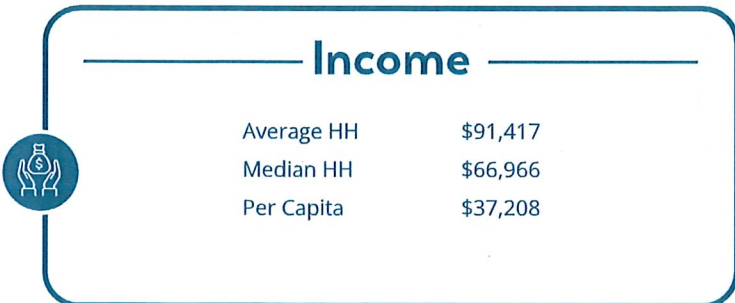
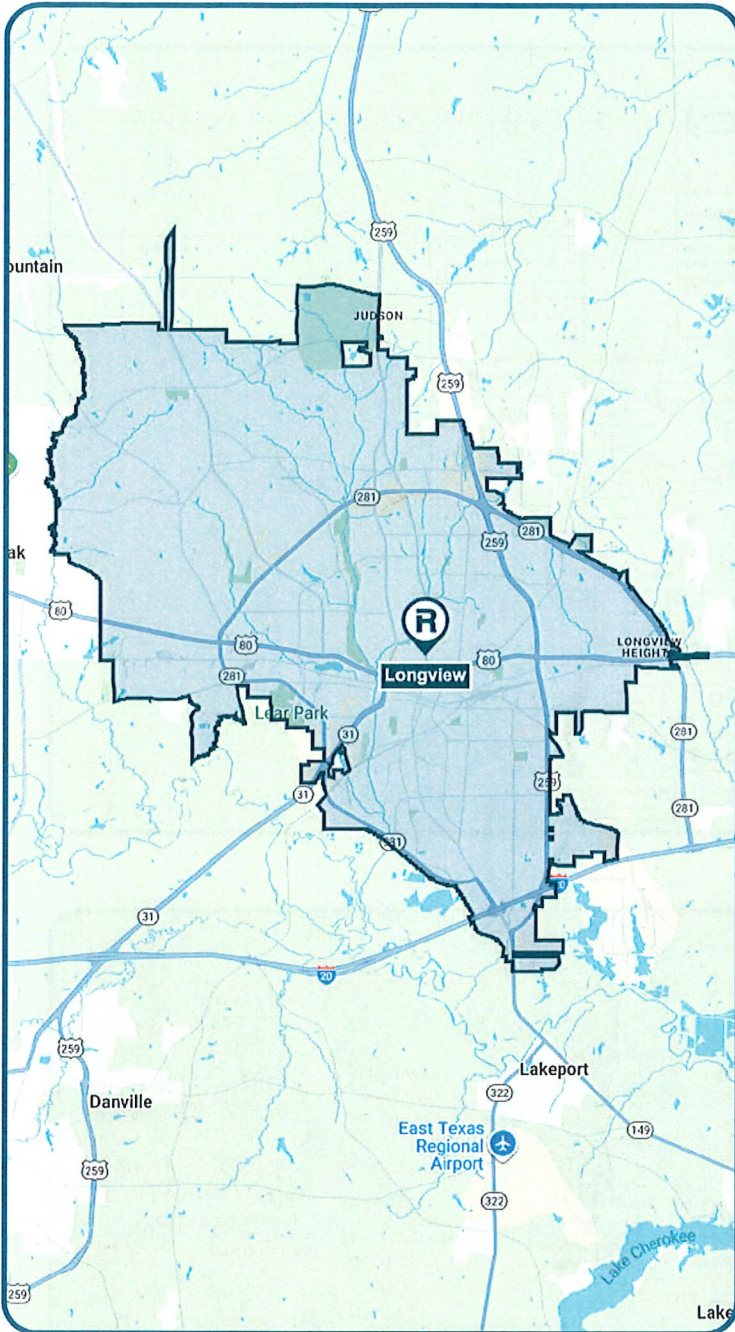
Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.9		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.9				\$

Task No.	Person Performing Task	Hourly Rate	No. of Hours Spent on Project	Total Cost
A.10		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Total Cost for Task A.10				\$

GRAND TOTAL OF PROJECT: \$\$ _____

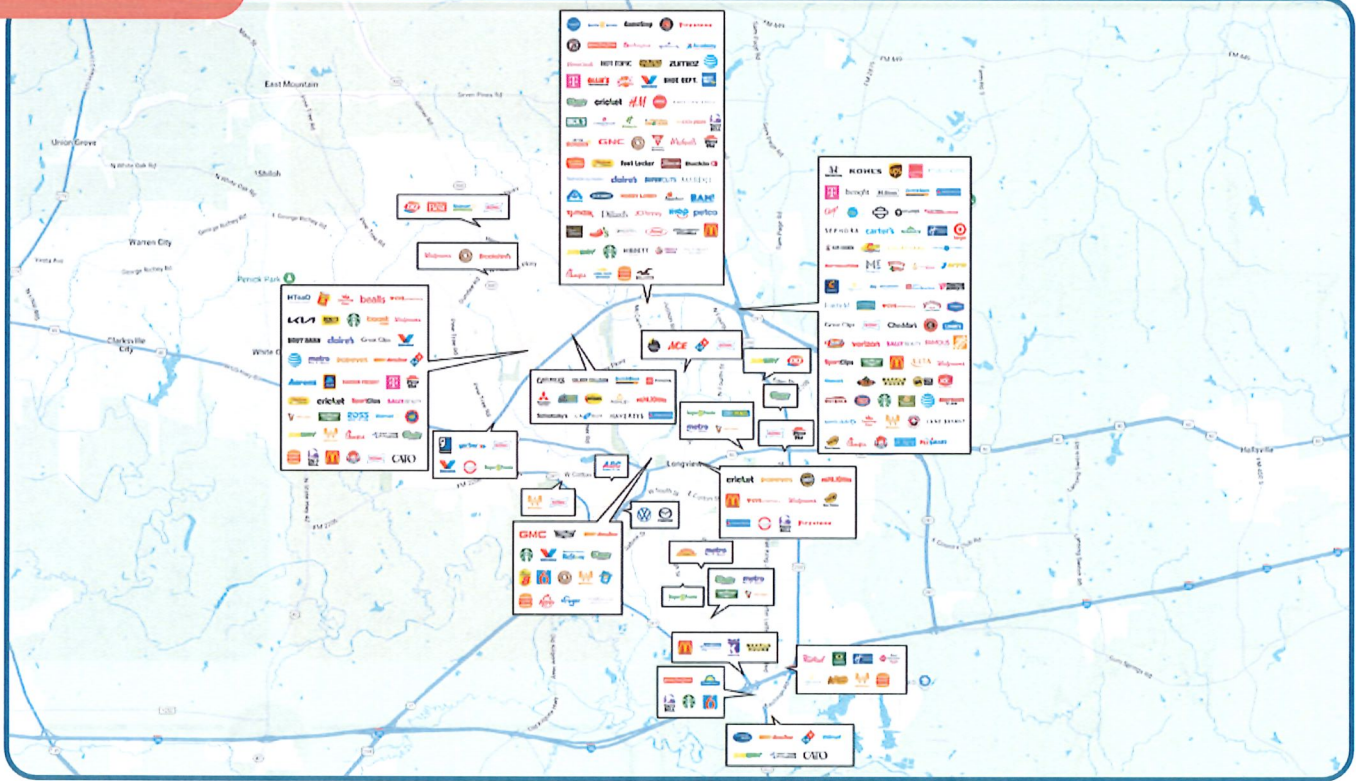
ATTACHMENT B DEMOGRAPHIC INFORMATION

DEMOGRAPHIC SNAPSHOT

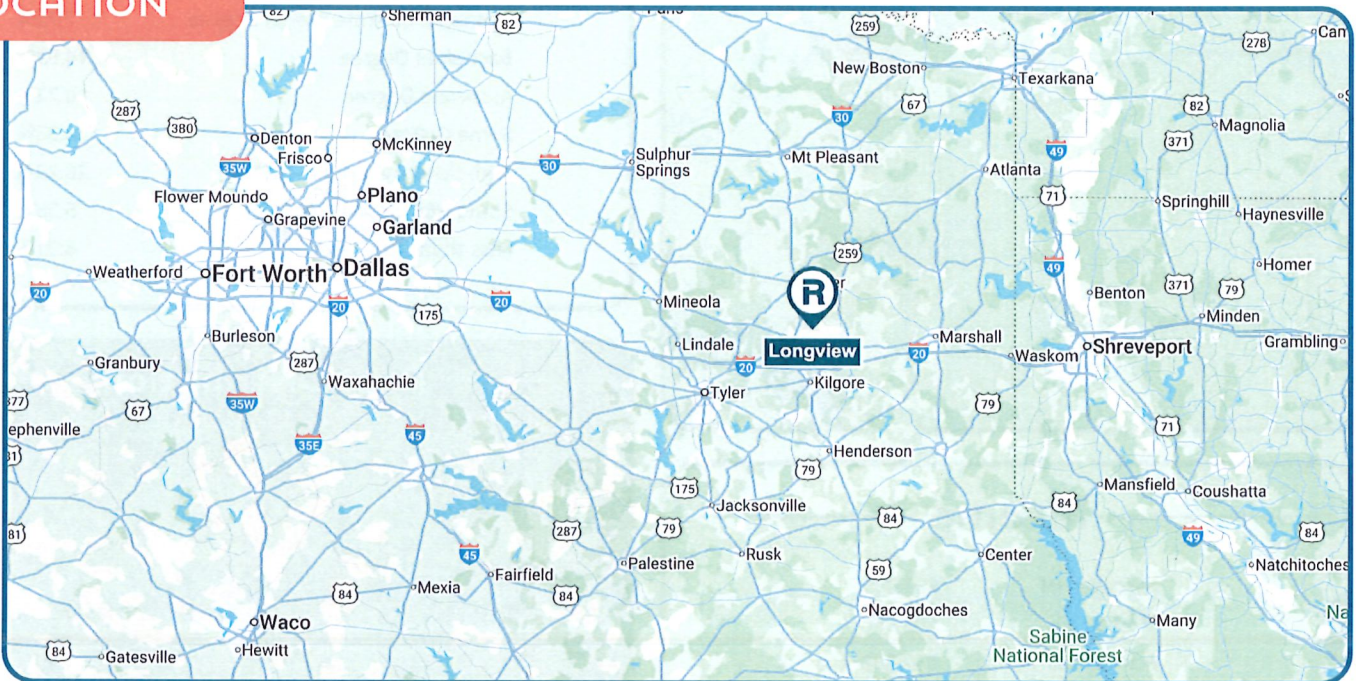


DEMOGRAPHIC SNAPSHOT

AREA RETAIL



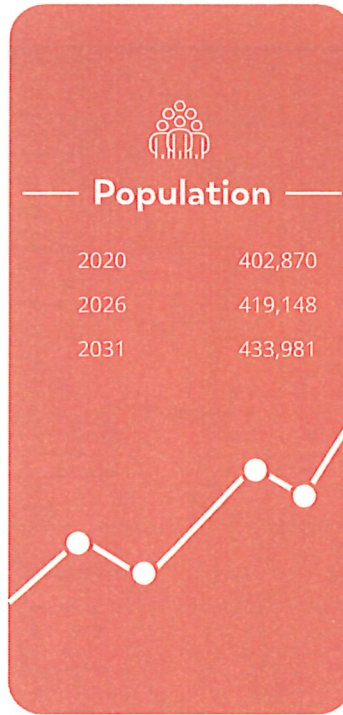
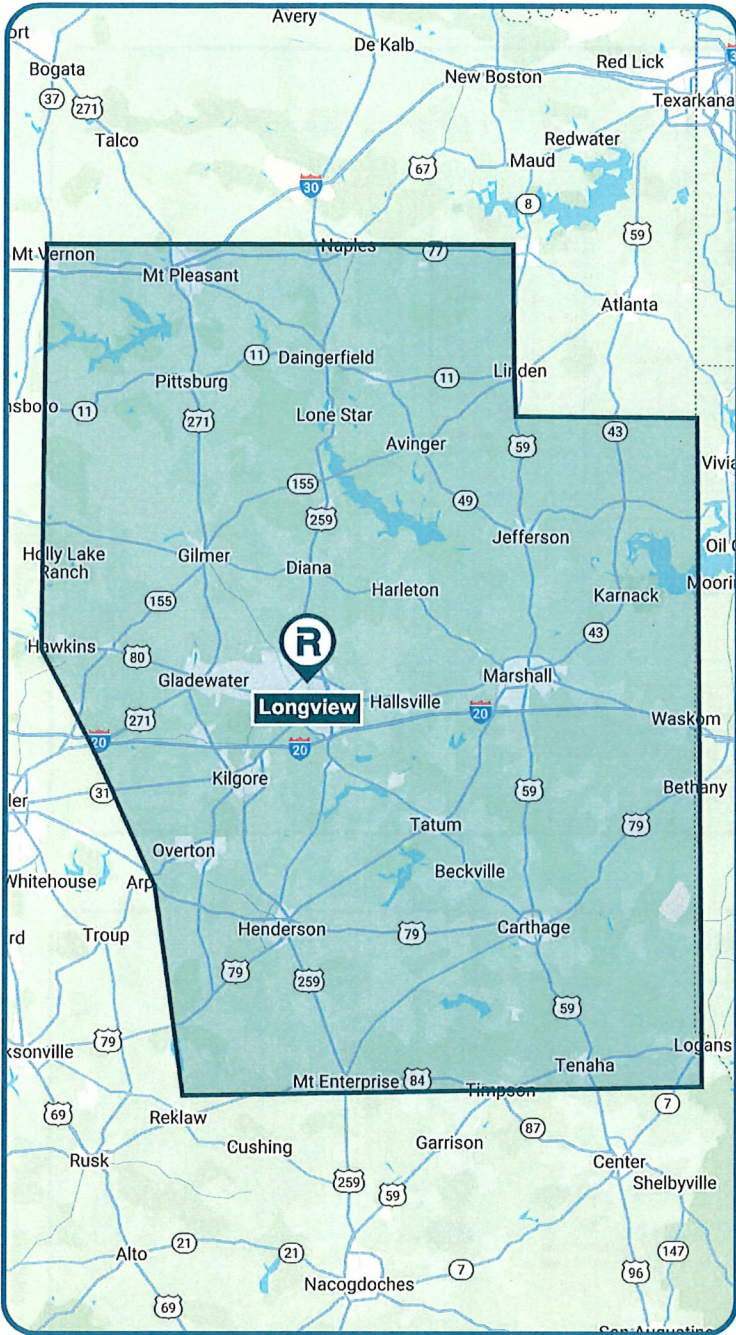
LOCATION



The information contained herein was obtained from sources believed to be reliable, however, The Retail Coach, LLC makes no guarantees, warranties or representations as to the completeness or accuracy thereof. The presentation of this property is submitted subject to errors, omissions, changes of price or conditions, prior sale or lease or withdrawn without notice.

Aaron Farmer | President, The Retail Coach, LLC | Cell: 662.231.0608 | Email: AFarmer@TheRetailCoach.com

DEMOGRAPHIC SNAPSHOT



Age

0-9 Years	12.26%
10 - 17 Years	10.94%
18 - 24 Years	10.03%
25 - 34 Years	11.83%
35 - 44 Years	12.04%
45 - 54 Years	11.52%
55 - 64 Years	11.82%
65 and Older	19.55%
Median Age	39.09
Average Age	40.15

Educational Attainment (%)

Graduate or Professional Degree	6.32%
Bachelors Degree	13.28%
Associate Degree	9.77%
Some College	25.39%
High School Graduate (GED)	31.60%
Some High School, No Degree	7.87%
Less than 9th Grade	5.77%

Race Distribution

White	63.06%
Black/African American	15.70%
American Indian/Alaskan	0.86%
Asian	0.90%
Native Hawaiian/Islander	0.07%
Other Race	9.37%
Two or More Races	10.06%
Hispanic	19.44%
Non-Hispanic	80.56%


Income

Average HH	\$93,985
Median HH	\$68,486
Per Capita	\$36,964

DATA DASHBOARD

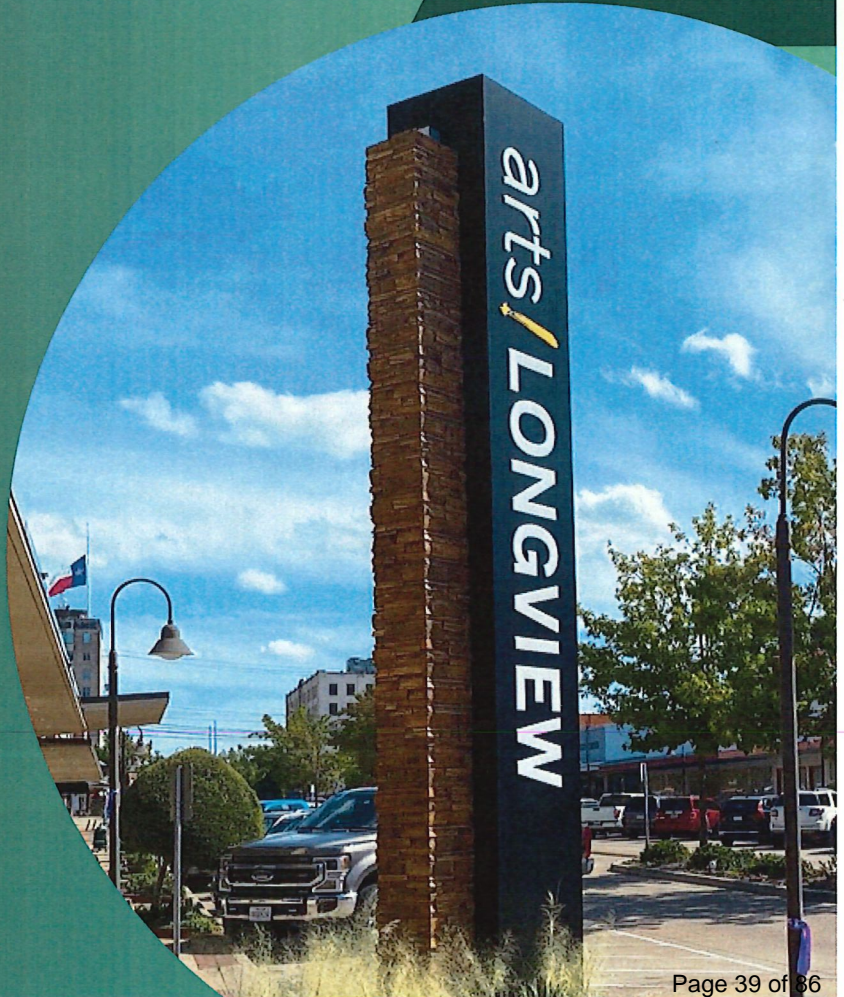
MAY 2025



 400 North Second St
Longview, Texas 75601

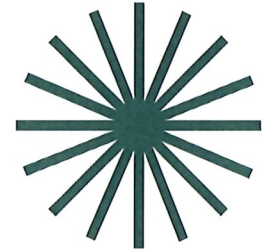
 903.753.7878

 <https://longviewusa.com>



The Longview Data Dashboard is released twice a year. It provides regional and local figures on demographics and socioeconomic, economic, taxes, labor market, housing market, office market, and gasoline prices.

This report was created through a joint effort between the **Longview Economic Development Corporation (LEDCO)** and the **Hibbs Institute for Business and Economic Research**. Our main objective is to provide timely and valuable information to the general public and decision-makers, thereby facilitating well-informed decisions.

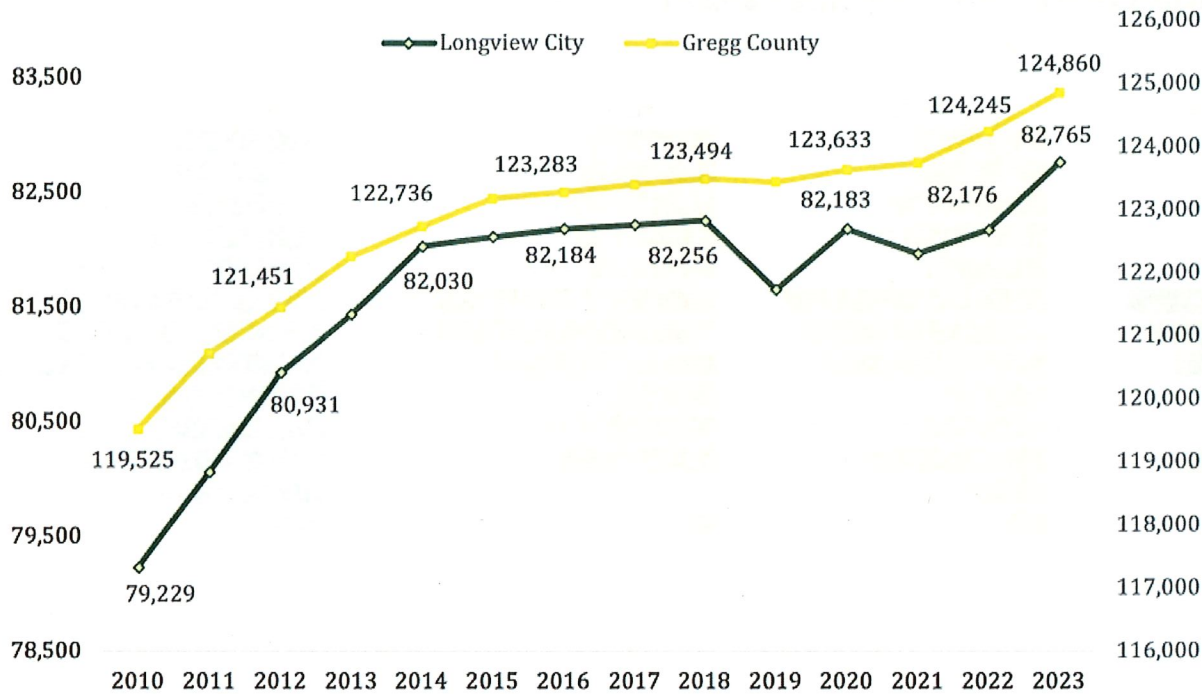


Longview Data Dashboard

Demographics and Socioeconomic Drivers

3

Population in Longview City and Gregg County (2010 - 2023)



Median Age



United States

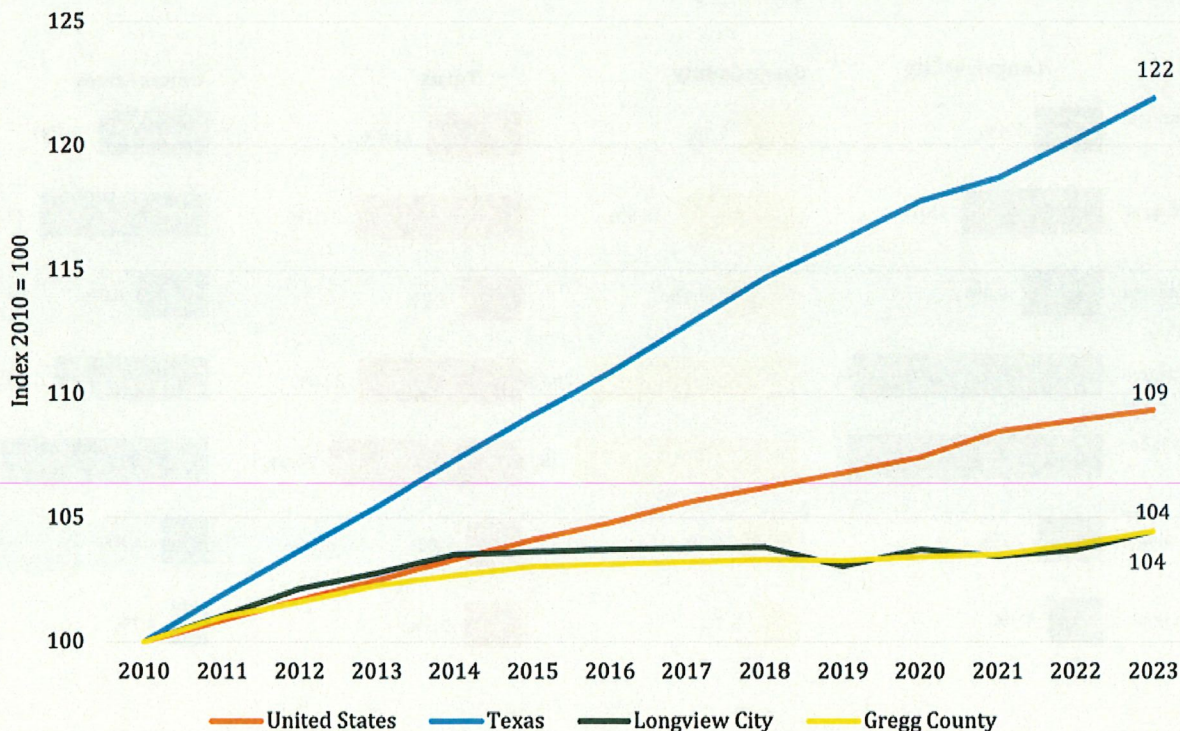


Texas



Longview City

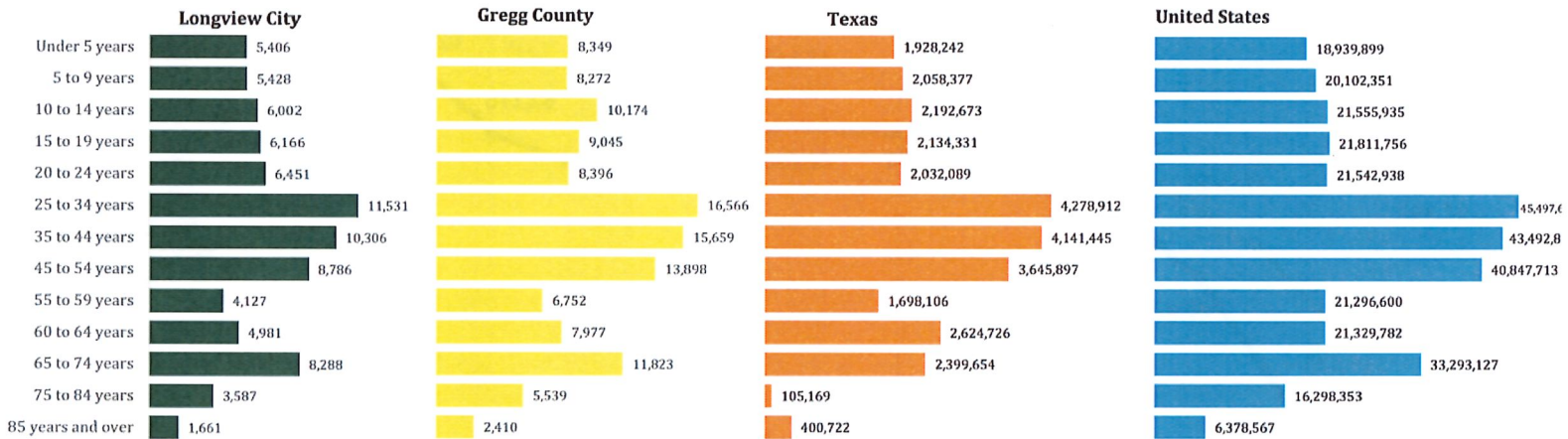
Population Growth Comparison Among Selected Geographies; Indexed 2010 = 100 (2010 - 2023)



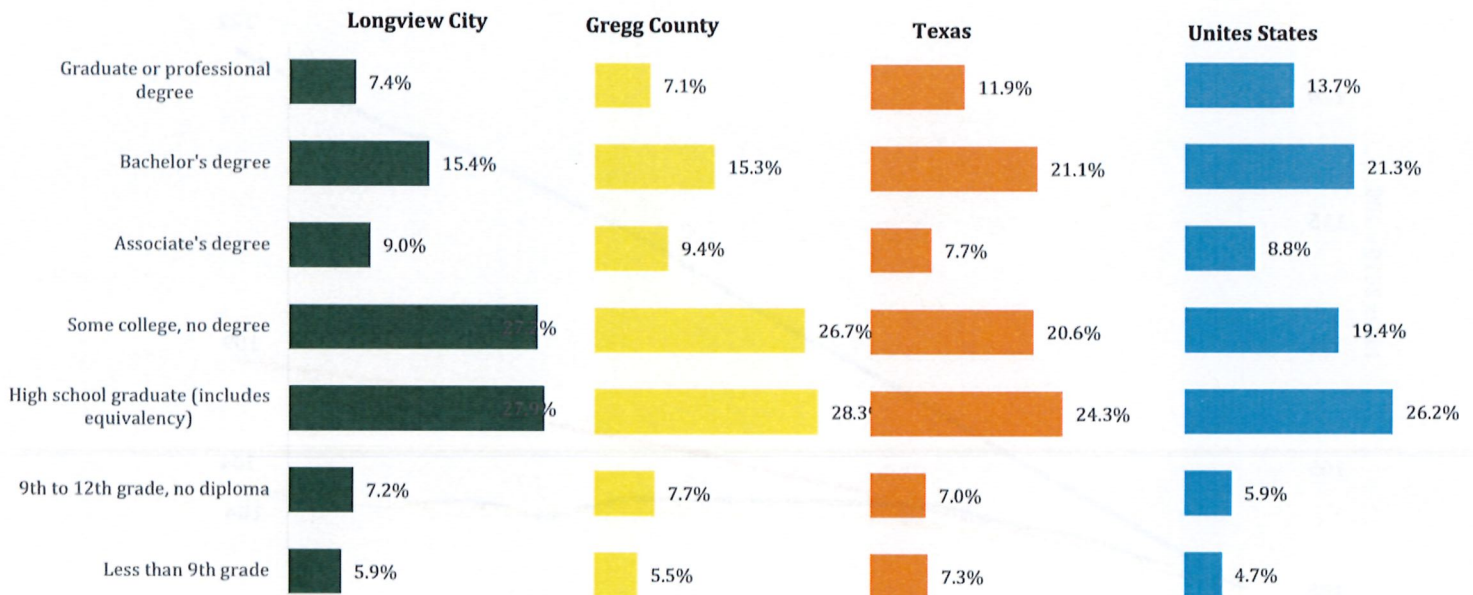
Demographics and Socioeconomic Drivers

4

Population Distribution by Age (2023)



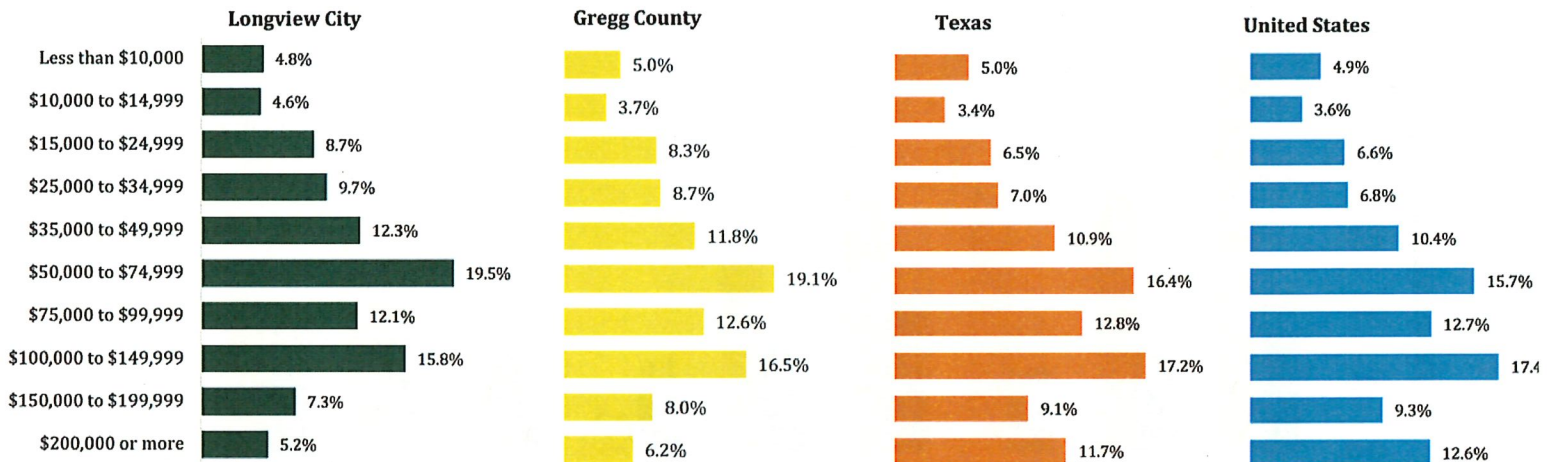
Educational Attainment (2023)



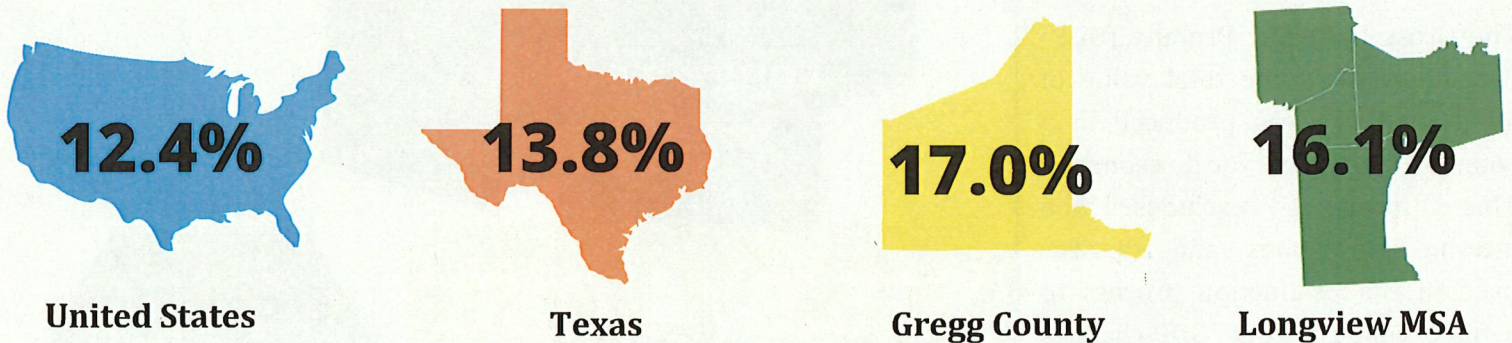
Demographics and Socioeconomic Drivers

5

Distribution of Annual Household Income (2023)



Share of Population Below Poverty Level (2023)

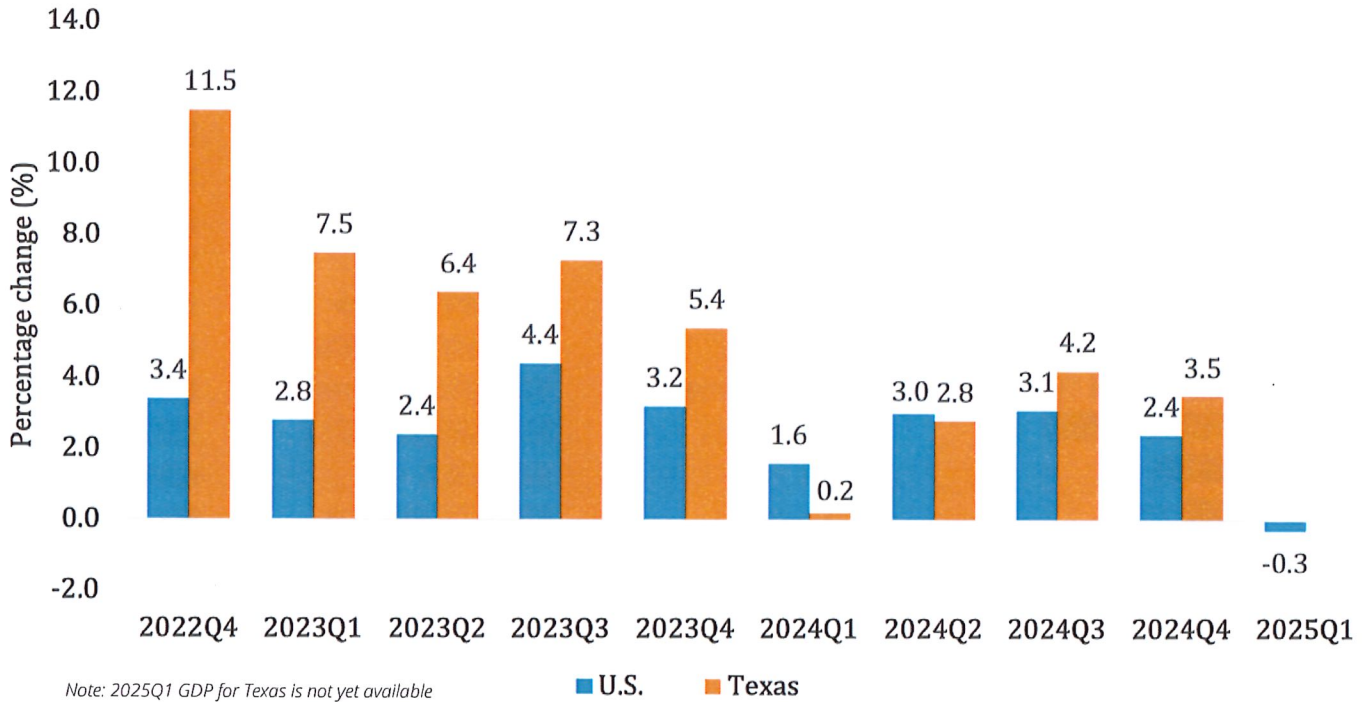


Economic Drivers

6

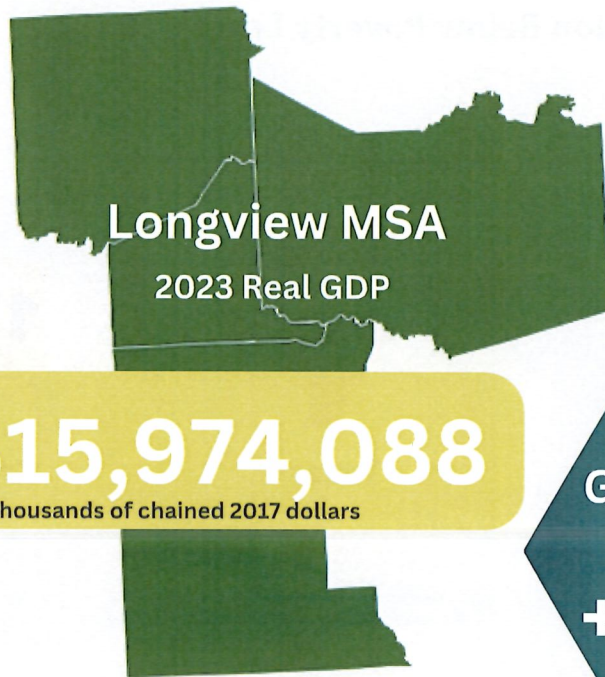
Real Gross Domestic Product (2022Q4 - 2025Q1)

Percentage change from preceding quarter



Gross Domestic Product (GDP)

The Gross Domestic Product (GDP) is a measure of the total value of goods and services produced in a country, state, or local economy. This measure excludes the intermediate goods and services used in the production process to avoid double-counting. GDP changes are widely used to indicate the economic health of a nation.

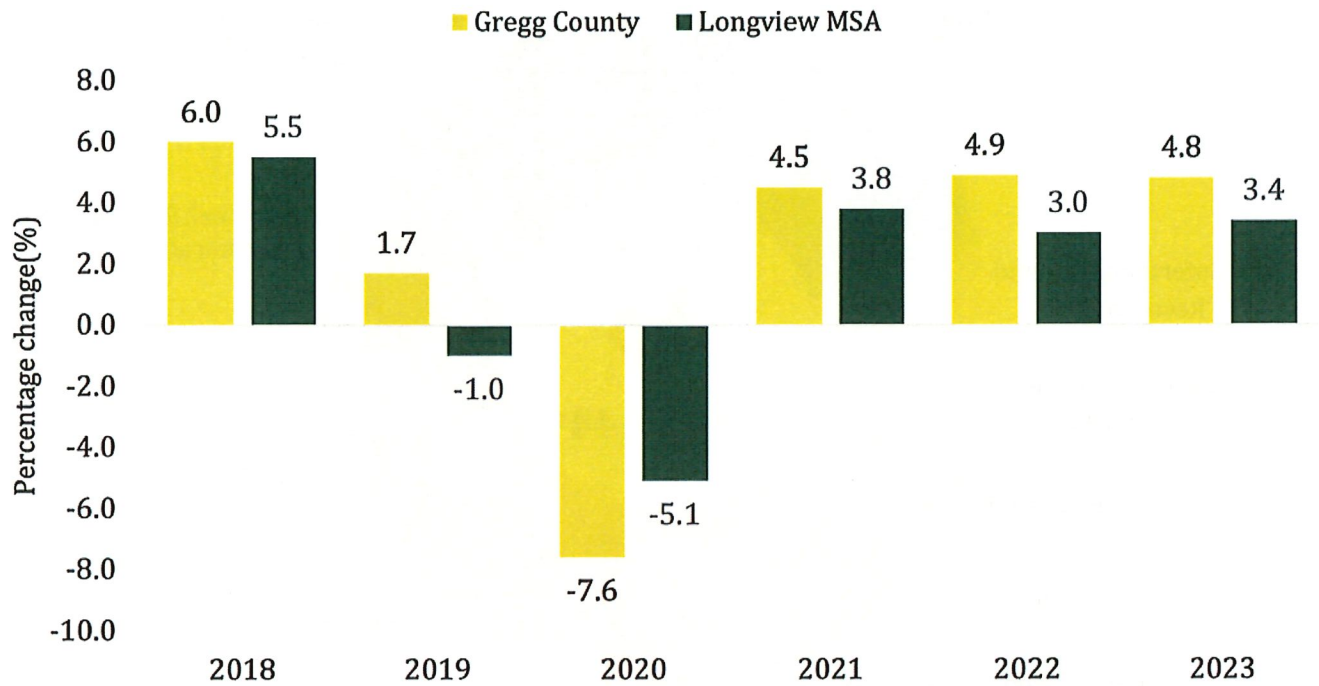


Economic Drivers

7

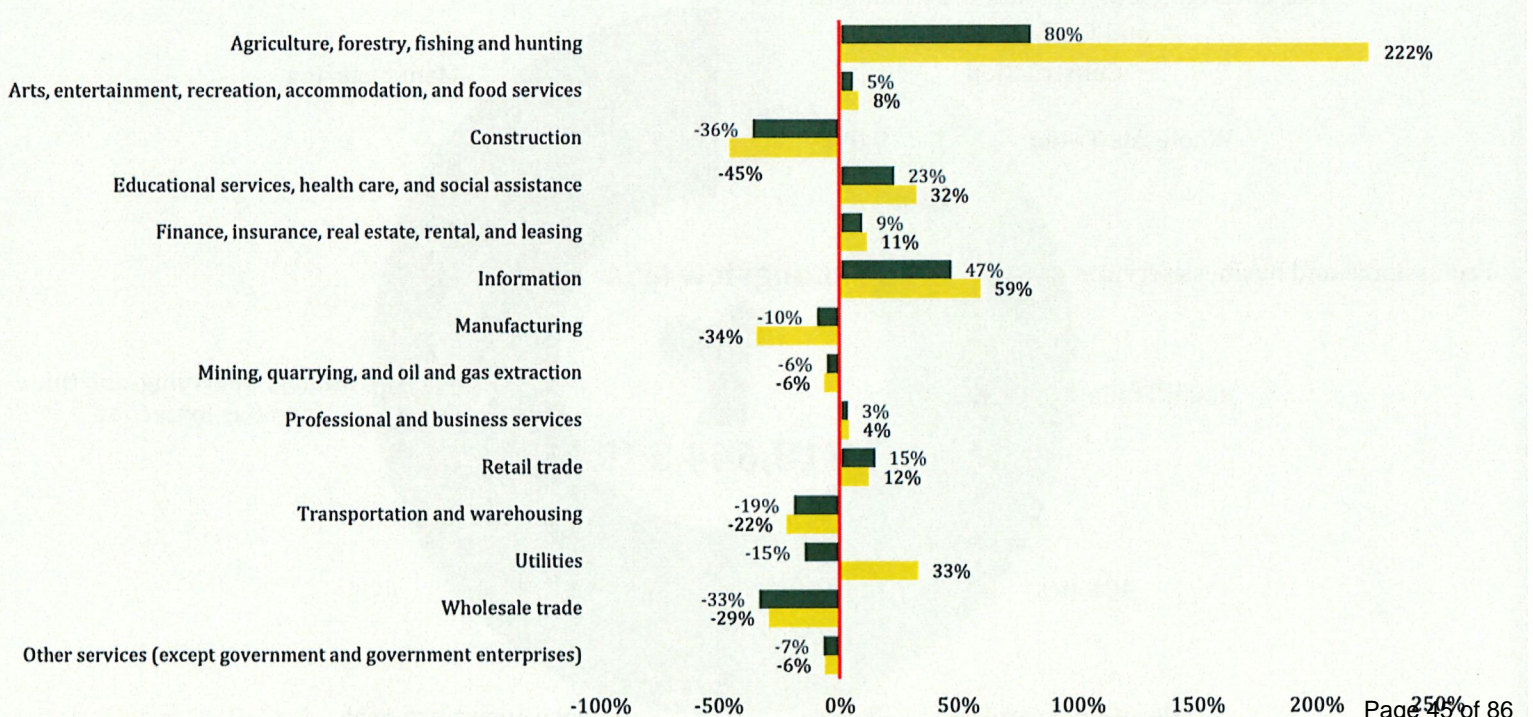
Real GDP in Gregg County and the Longview MSA (2018 - 2023)

Percentage change from preceding quarter



GDP Growth Across Industries in the Longview MSA and Gregg County (2013-2023)

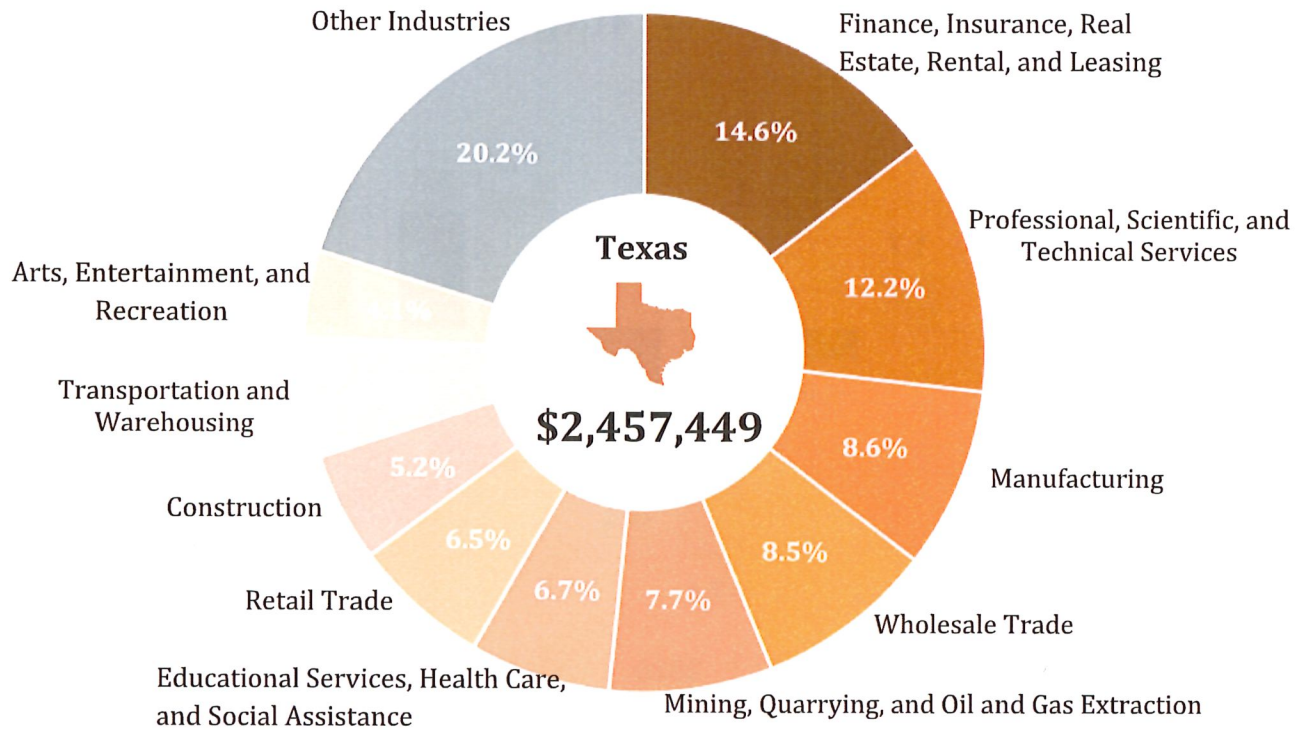
■ Longview MSA ■ Gregg County



Economic Drivers

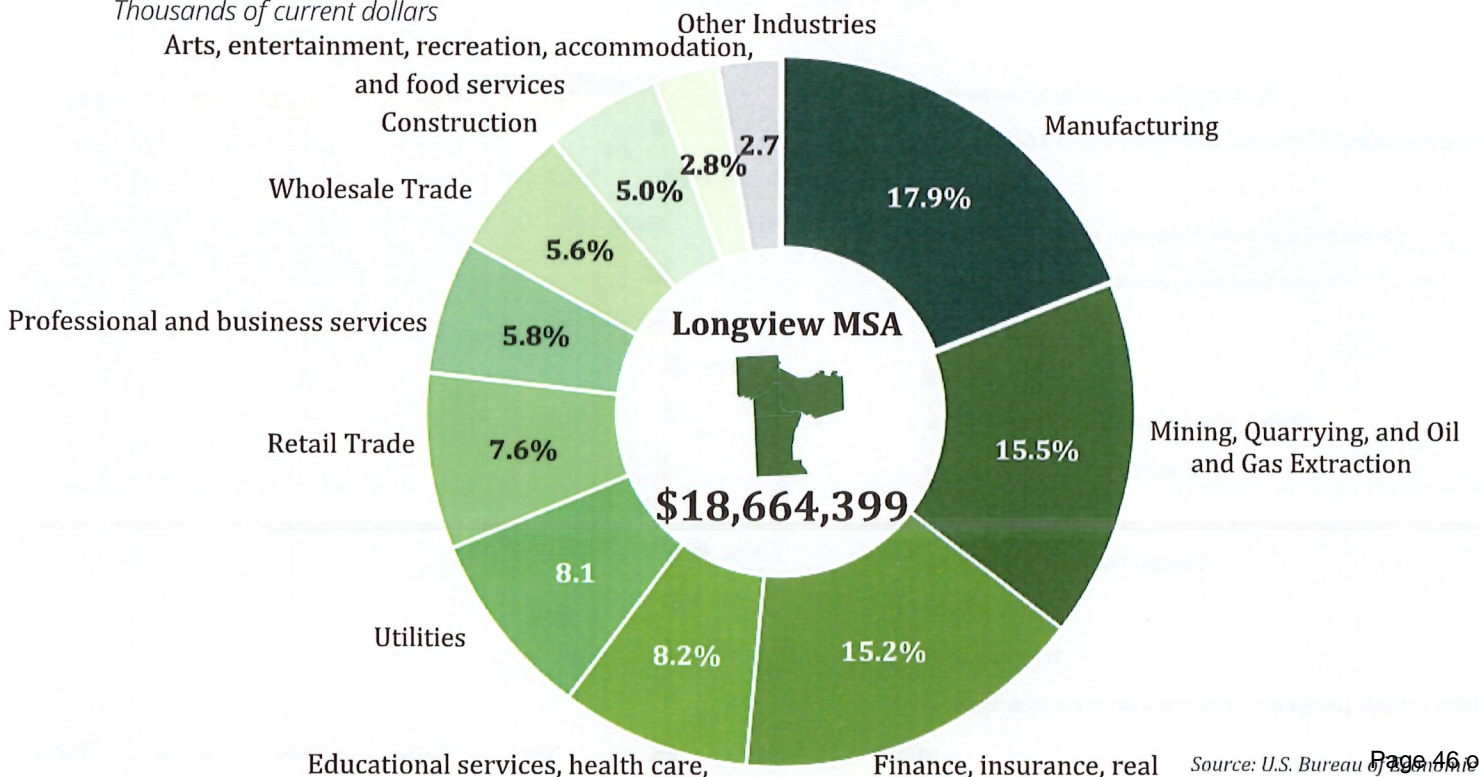
The contribution of the top ten industries to GDP in Texas (2023)

Millions of current dollars



The contribution of the top ten industries to GDP in Longview MSA (2023)

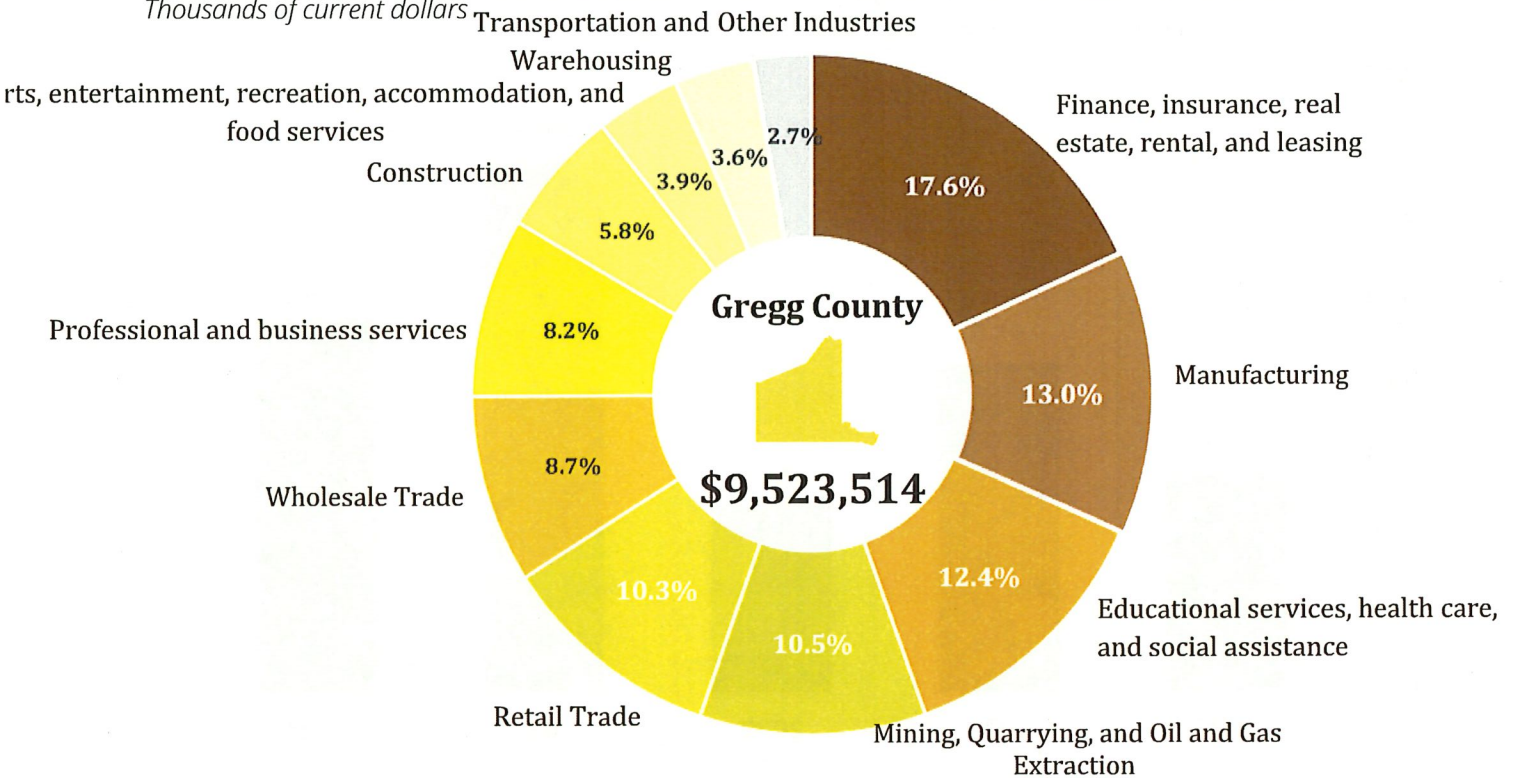
Thousands of current dollars



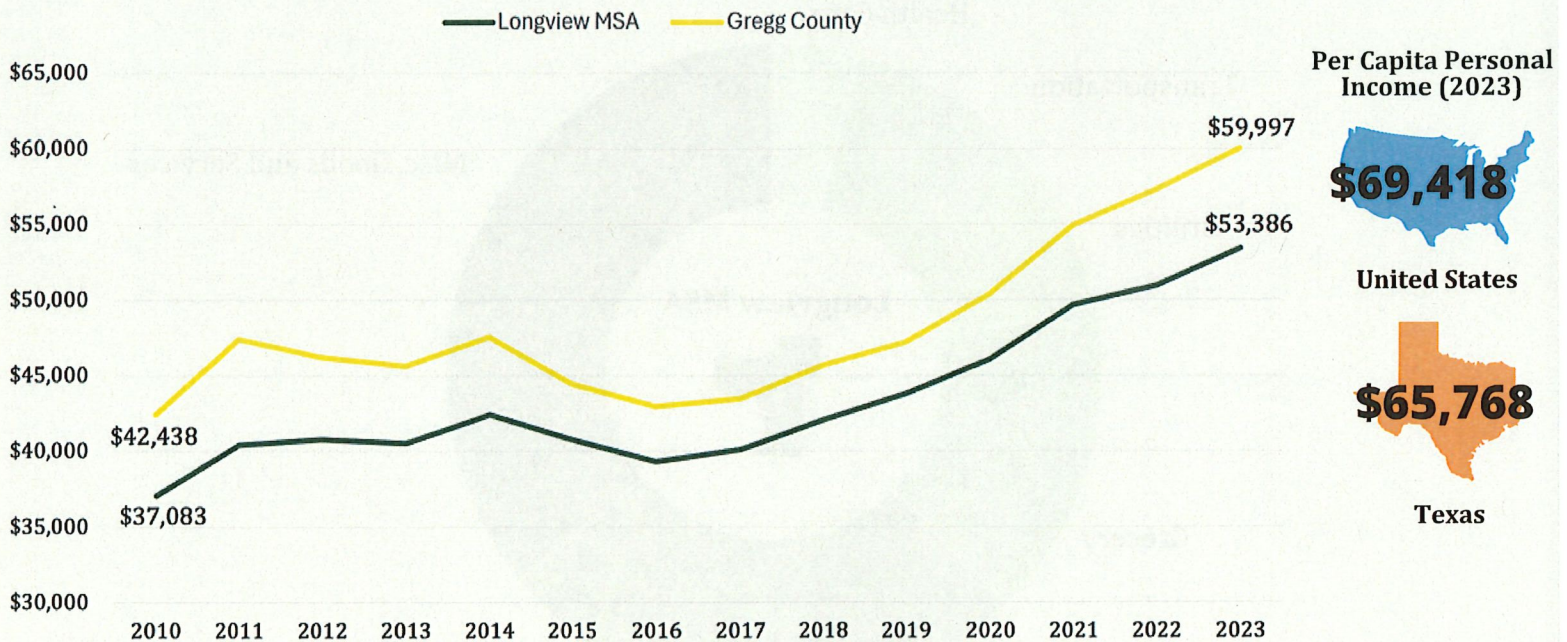
Economic Drivers

The contribution of the top ten industries to GDP in Gregg County (2023)

Thousands of current dollars



Per Capita Personal Income in Longview and Gregg County (2010-2023)

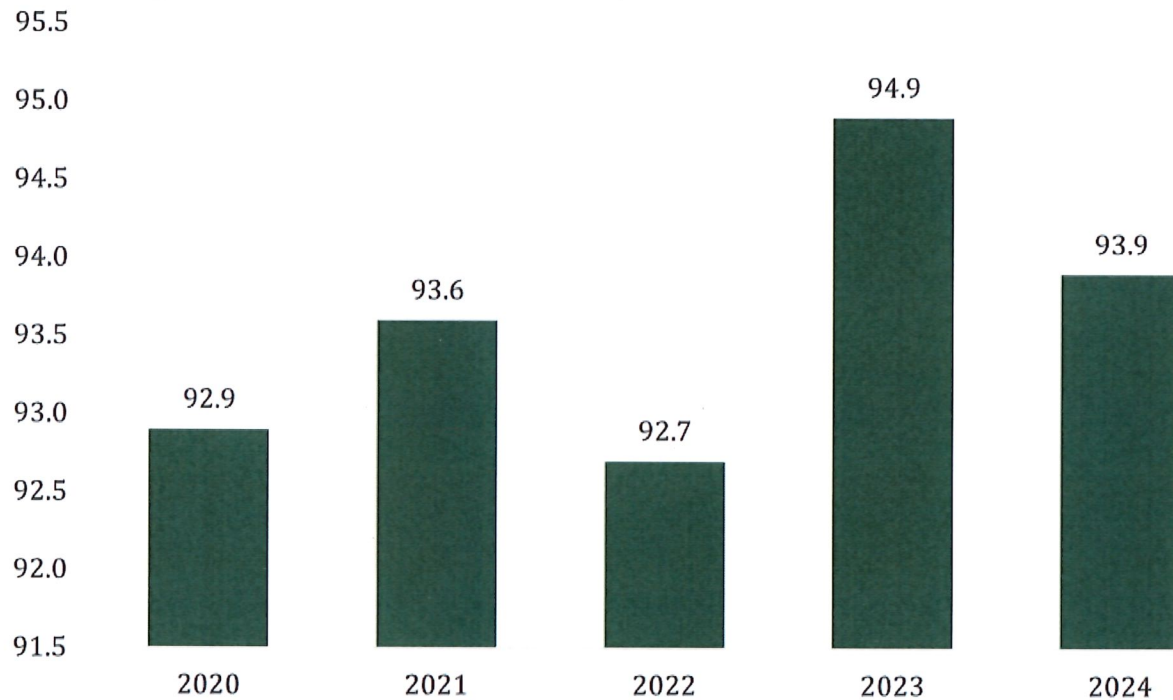


Economic Drivers

10

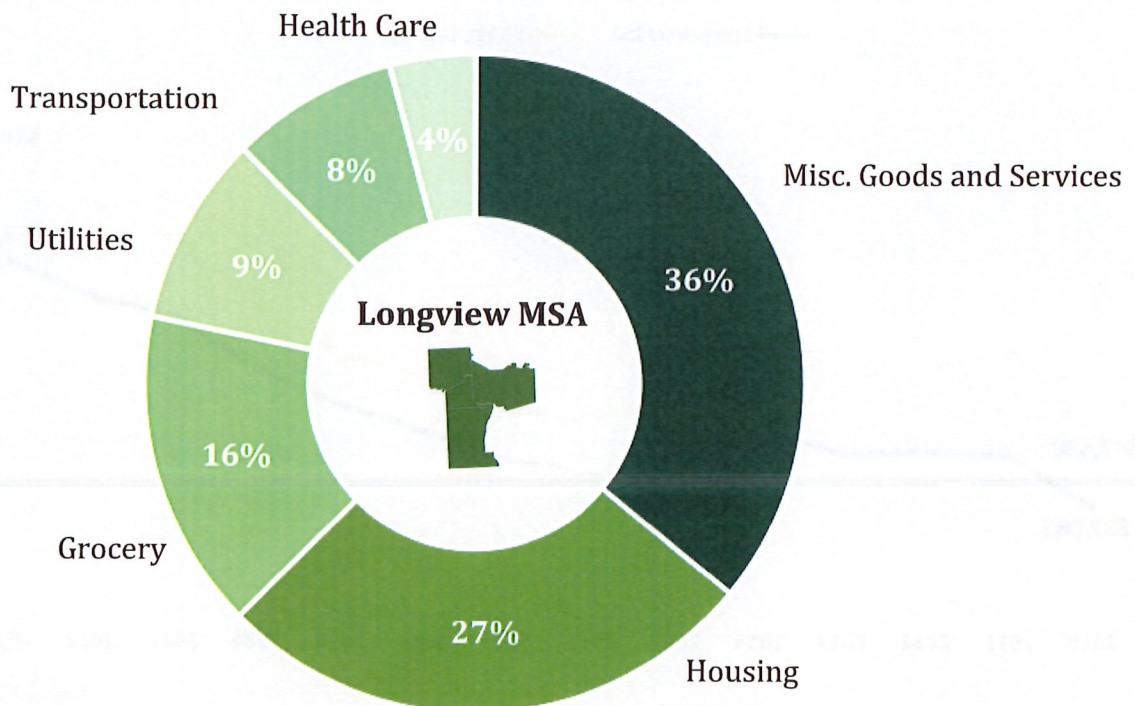
Cost of Living Index in the Longview MSA (2020-2024)

Annual Average Data (Index Base - United States = 100)



Share of Costs by Categories in the Longview MSA (2024)

Annual Average Data

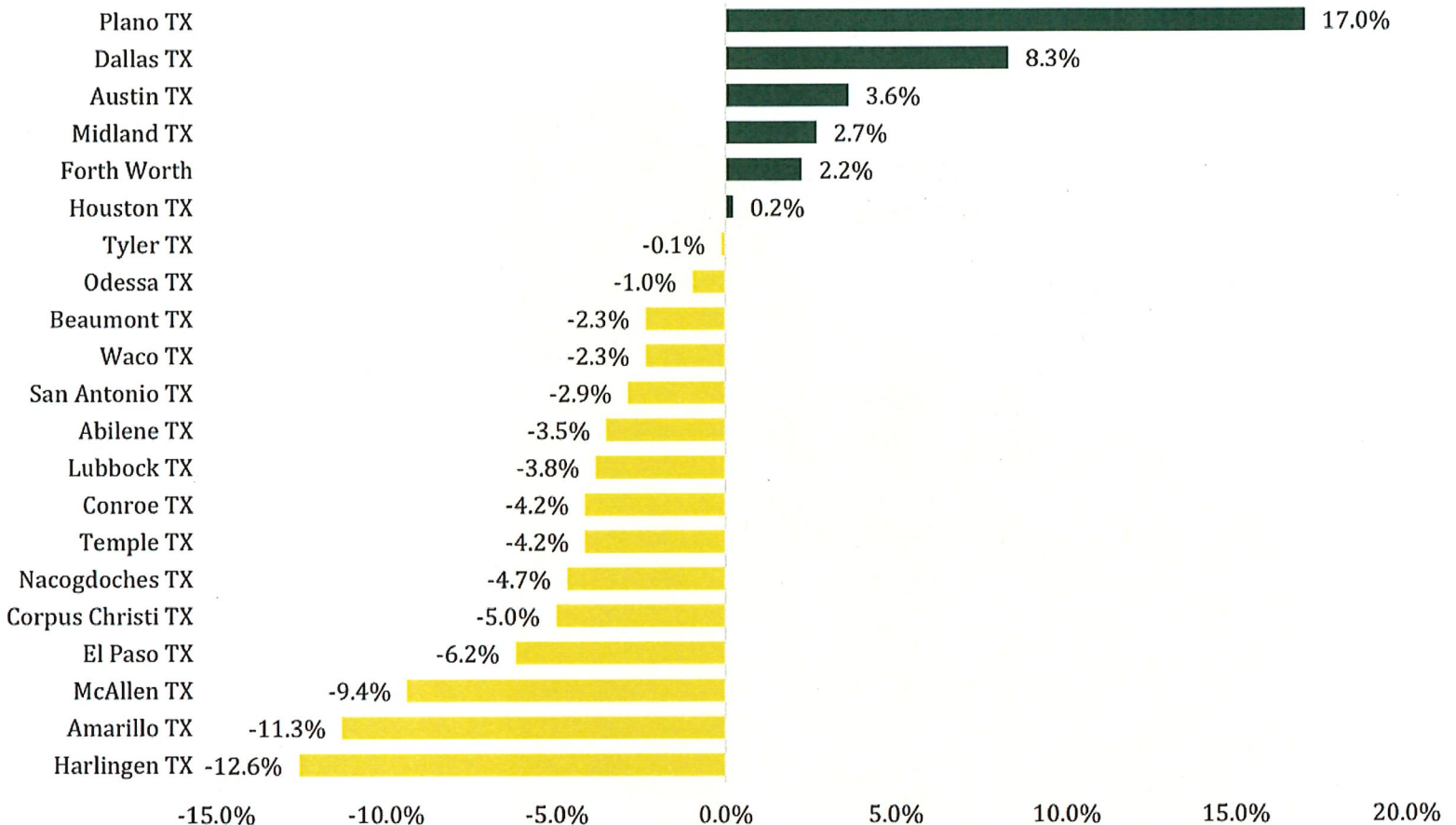


Economic Drivers

11

Cost of Living Index relative to the Longview MSA (2024)

Annual Average Data



Cost of Living Index Relative to Longview MSA

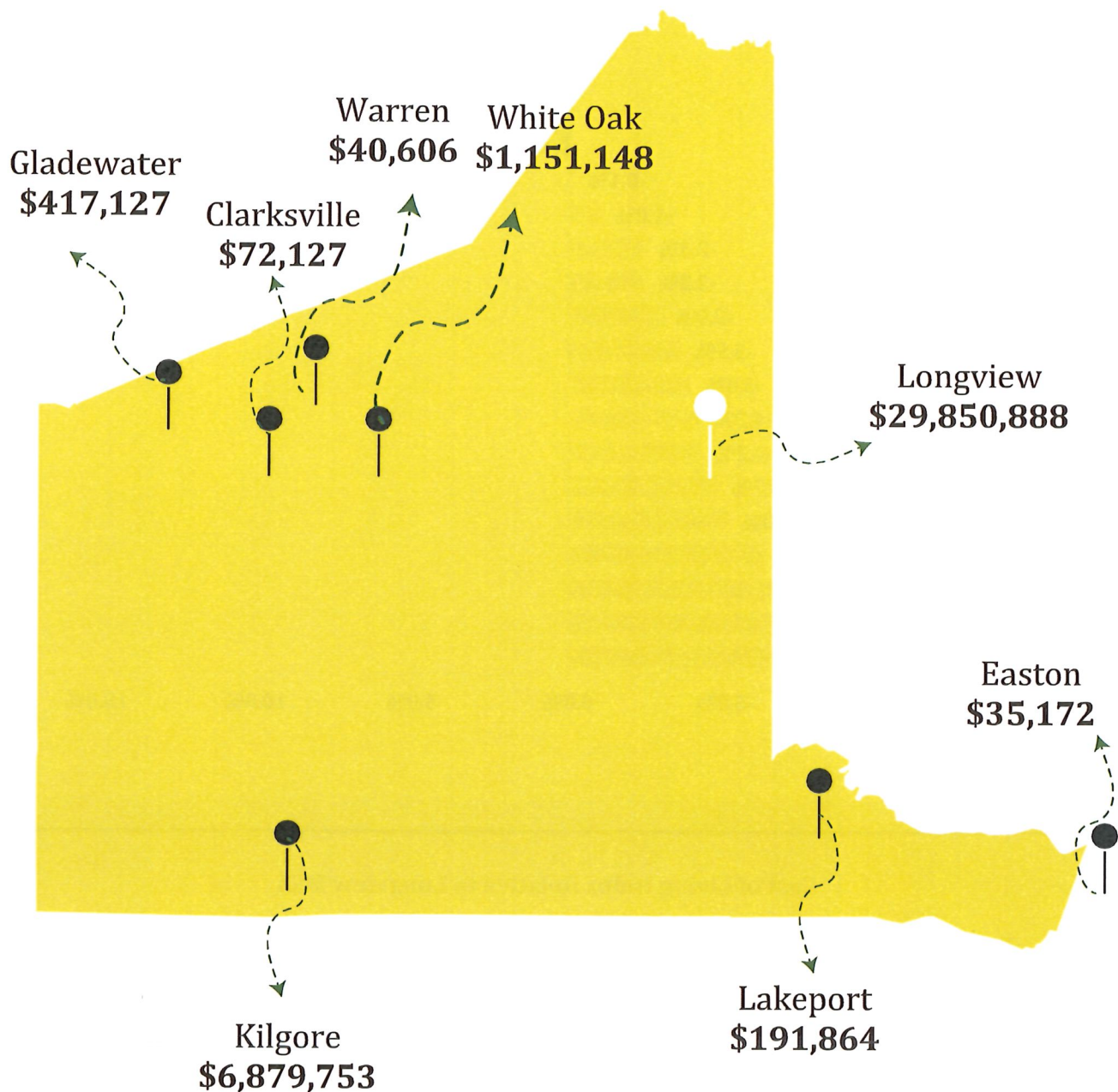
This indicator compares the cost of living in certain metro areas in Texas to Longview's Metropolitan Statistical Area (MSA). A positive percentage indicates how much additional after-tax income is required to maintain your current lifestyle, as in Longview MSA. Conversely, a negative percentage indicates how much money you could potentially save on your overall expenses compared to your lifestyle expenses in Longview MSA.

Taxes Drivers

12

Sales Tax Allocation in Gregg County (2025)

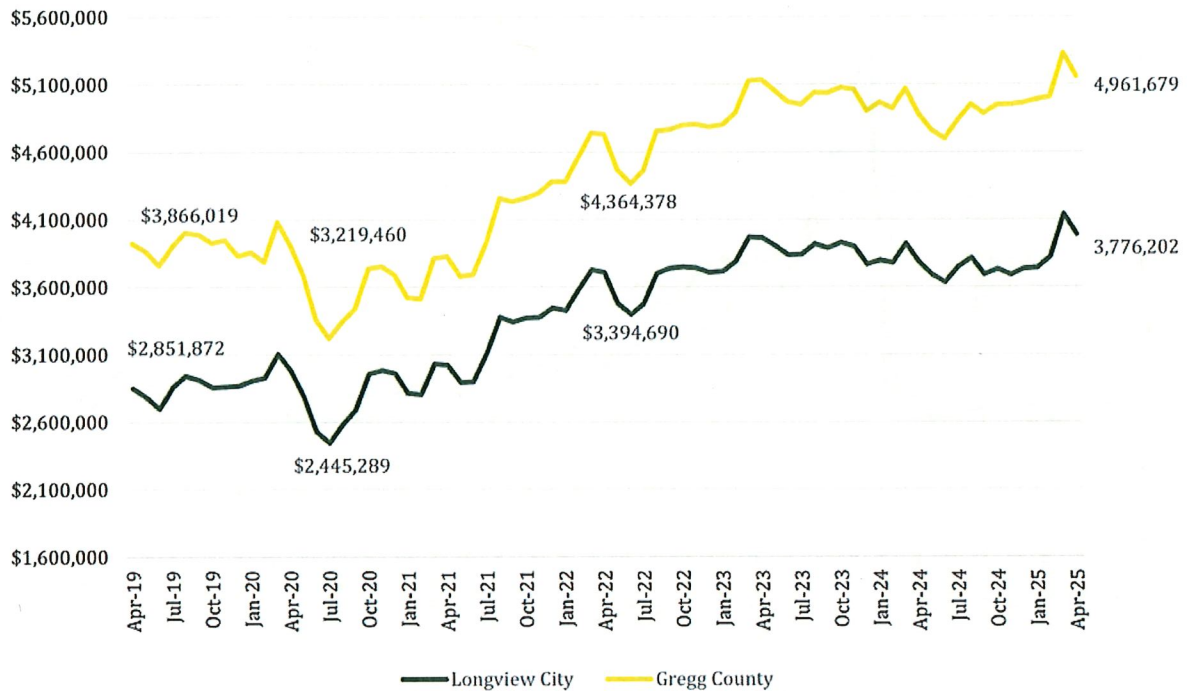
Payment to Date (January - April 2025)



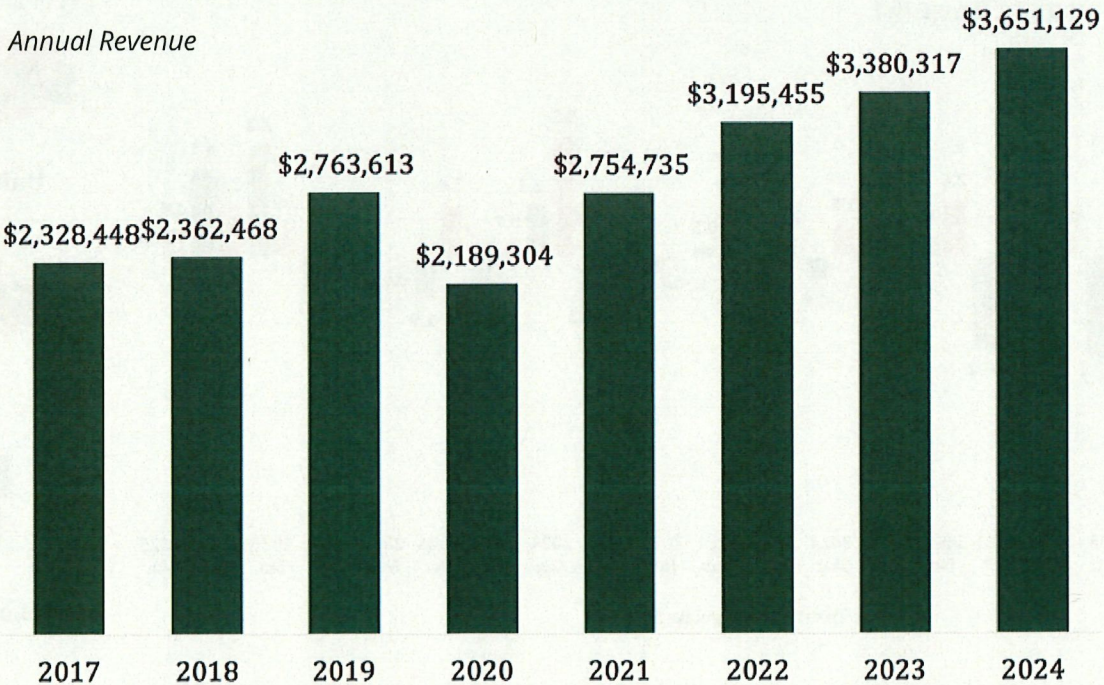
Source: Texas Comptrollers

Taxes Drivers

Monthly Sales Tax in Longview City and Gregg County (Apr 2019 - Apr 2025)
 3-month moving average (April 2019 - April 2025)



Hotel Occupancy Tax Revenue in Longview City (2017 - 2024)

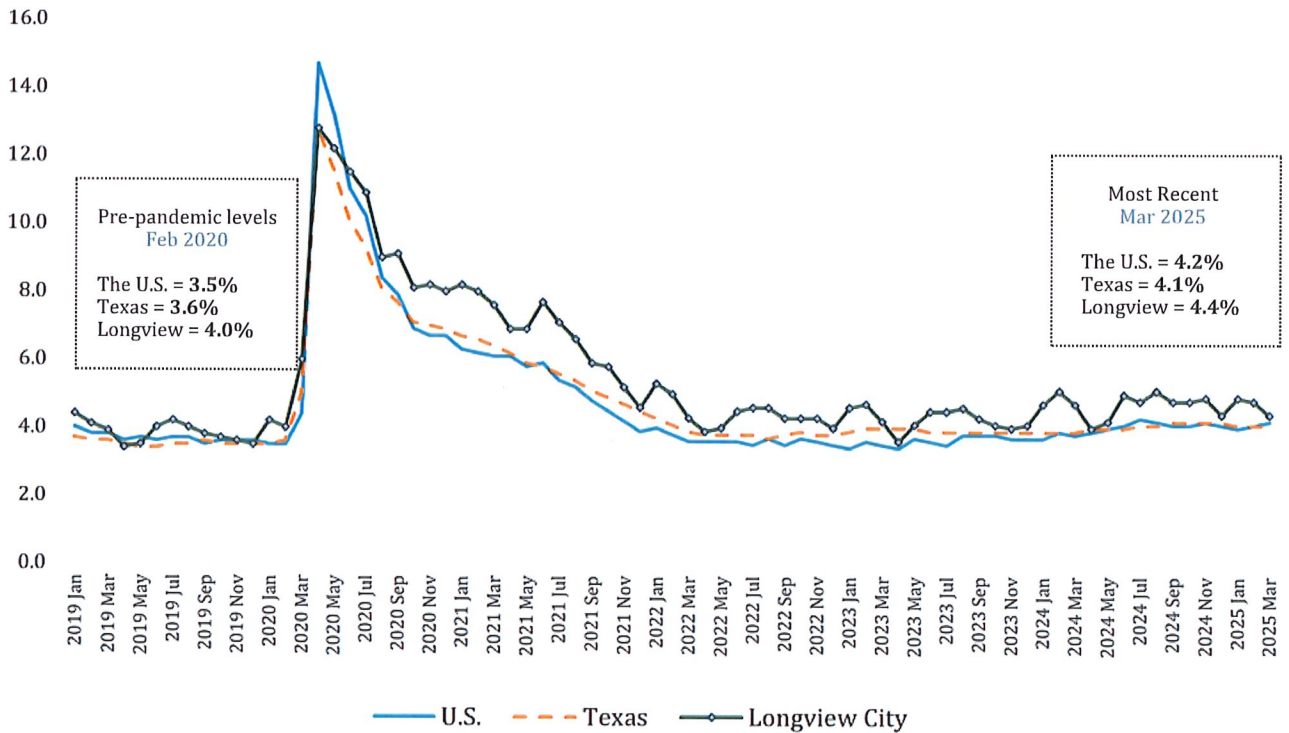


Labor Market Drivers

14

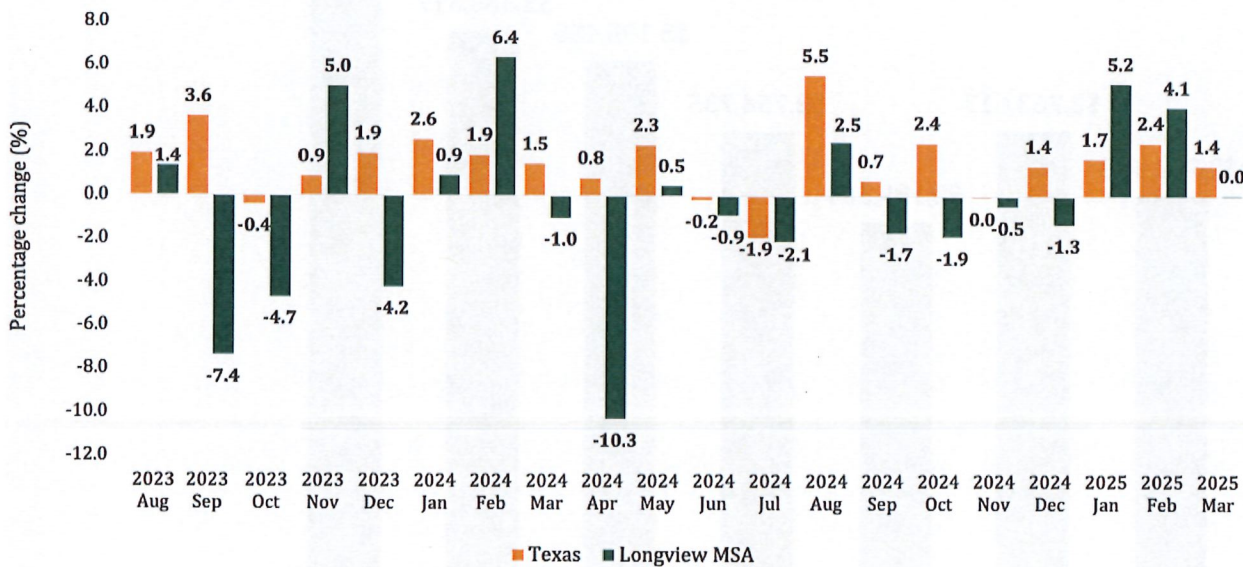
Unemployment Rate in the U.S., Texas and Longview City (Jan 2019 - Feb 2025)

1-Month Percent Change (%)



Monthly Employment Growth in Texas and Longview MSA (Aug 2023-Mar 2025)

Annualized Percentage Change (%)



YTD Jobs Added
(Jan 2025 - Mar 2025)

522,000

United States

65,693

Texas

922

Longview MSA

Labor Market Drivers

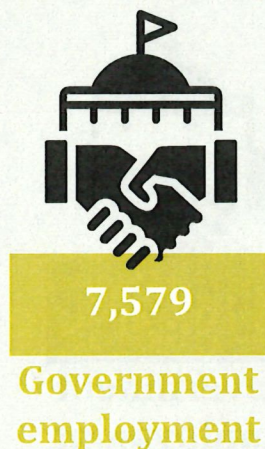
15

Employment by Industry in Gregg County (2023)

Annual Estimates



Number of Jobs in Gregg County (2024 Q3)



Labor Market Drivers

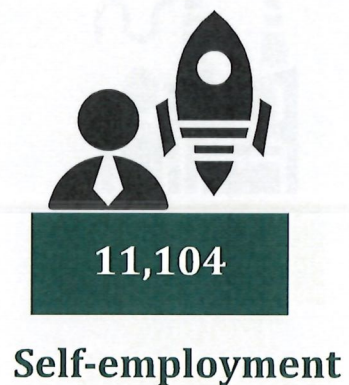
16

Employment by Industry in Longview MSA (2023)

Annual Estimates



Number of Jobs in Longview MSA (2024 Q3)



Labor Market Drivers

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The most demanded occupations

Occupation	Job Postings
Registered Nurses	1,307
First-Line Supervisors of Retail Sales Workers	962
Retail Salespersons	853
Medical and Health Services Managers	701
Stockers and Order Fillers	656

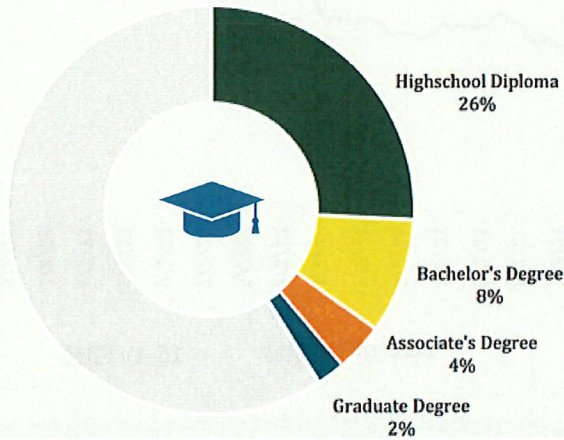
Occupation	Job Postings
Maintenance and Repair Workers, General	587
Heavy and Tractor-Trailer Truck Drivers	566
First-Line Supervisors of Food Preparation and Serving Workers	512
Radiologic Technologists and Technicians	429
Fast Food and Counter Workers	425

82%
Full-Time Jobs

18%
Part-Time Jobs

3%
Remote Jobs

Unspecified/Other
59%



Soft Skills

- Communication (Verbal and written skills)
- Cooperative/Team Player
- Customer Service

Hard Skills

- Ability to Lift 41-50 lbs.
- Microsoft Office
- Ability to Lift 51-100 lbs.

Employers	Job Postings
Christus Health	1,364
Region 7 Education Center	384
Thrive Skilled Pediatric Care LLC	382
AlliedTravelCareers	343
AtWork	328

Programs	Job Postings
Nursing	534
Engineering	311
Business	274
Accounting	190
Business Administration	190



Housing Market Drivers

18

Mortgage Rates in the United States Weekly Averages as of 04/17/2025



Source: FreddieMac

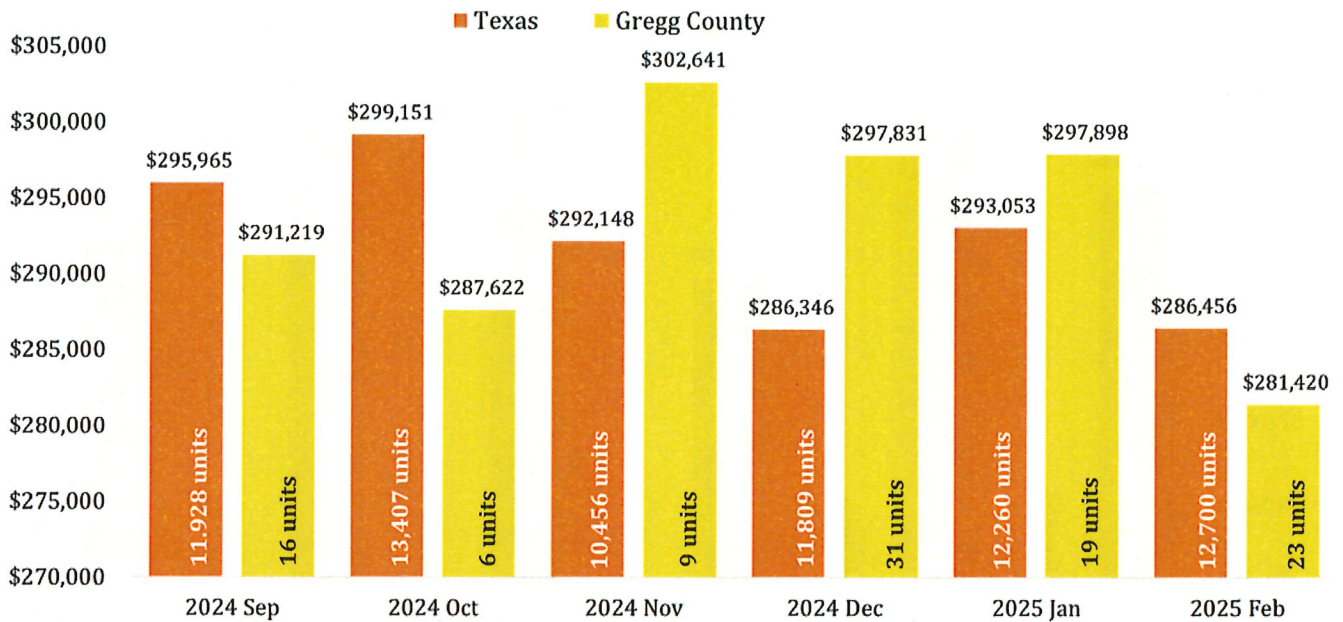
Most recent values	30 yr FMR (10/17/2025) 6.83%	15 yr FMR (10/17/2025) 6.03%
Minimum values	30 yr FMR (01/07/2021) 2.65%	15 yr FMR (07/29/2021) 2.10%
Maximum values	30 yr FMR (10/26/2023) 7.79%	15 yr FMR (10/26/2023) 7.03%

Housing Market Drivers

19

Single Family

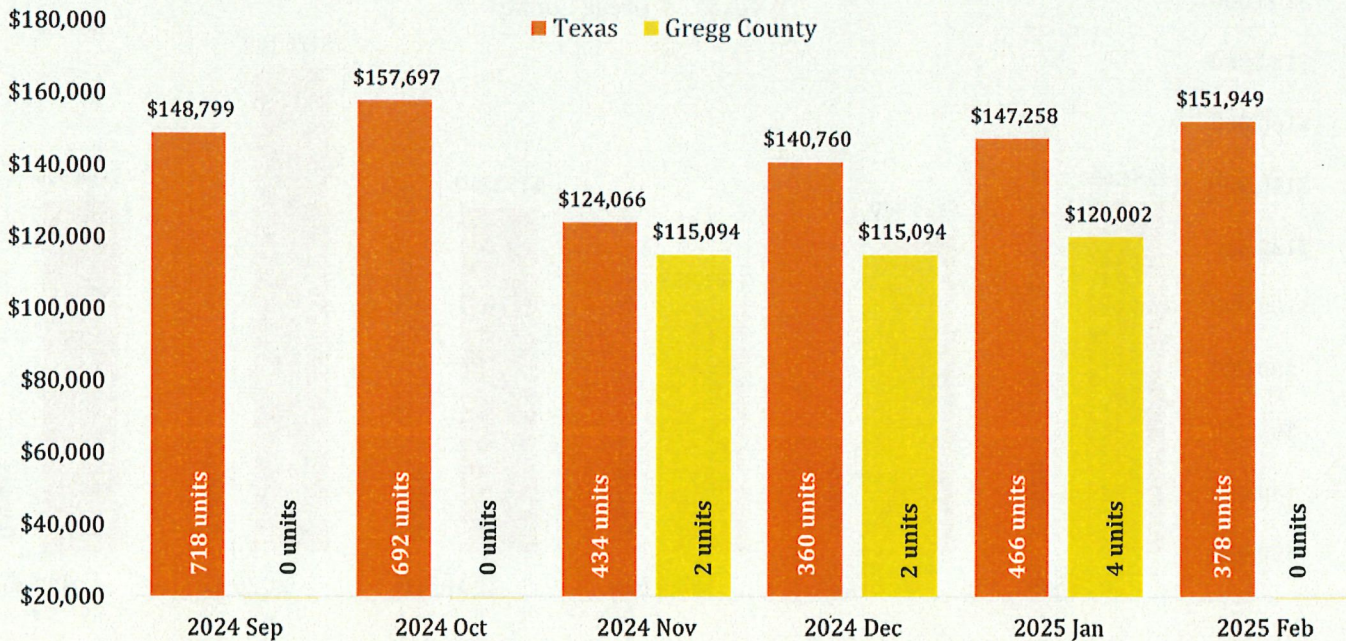
Average value per dwelling unit



Monthly Building Permits by Type (Sep 2024-Feb 2025)

2-Family

Average value per dwelling unit

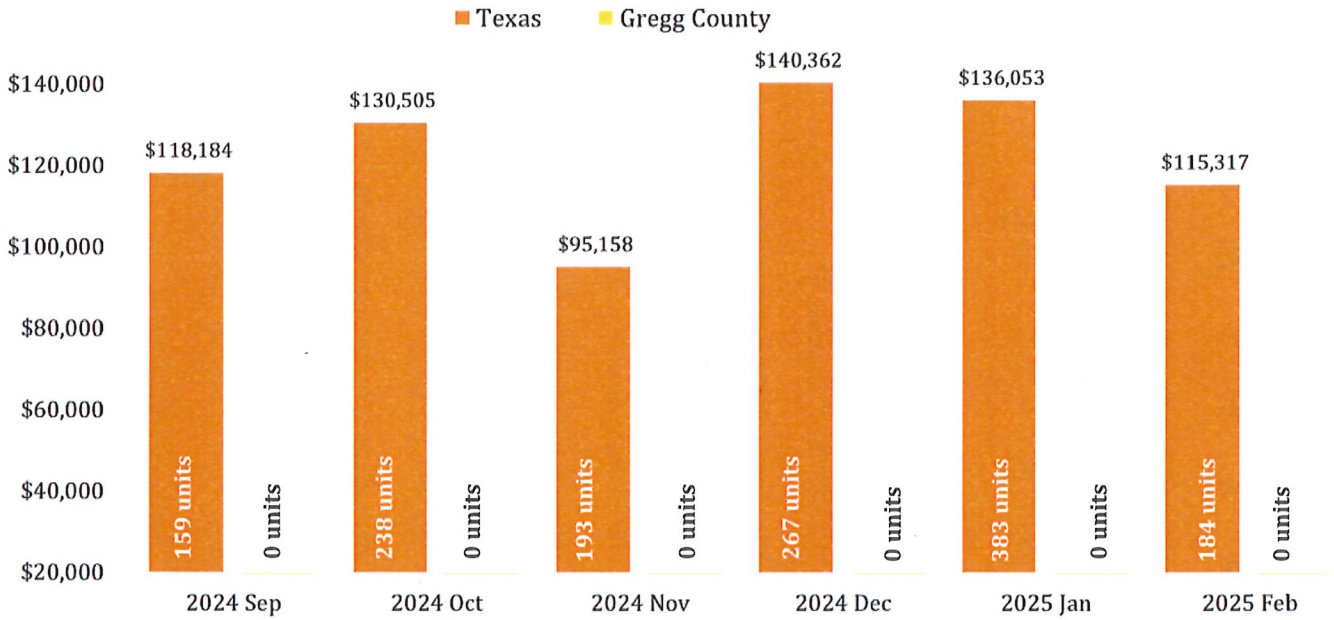


Housing Market Drivers

20

3-4 Family

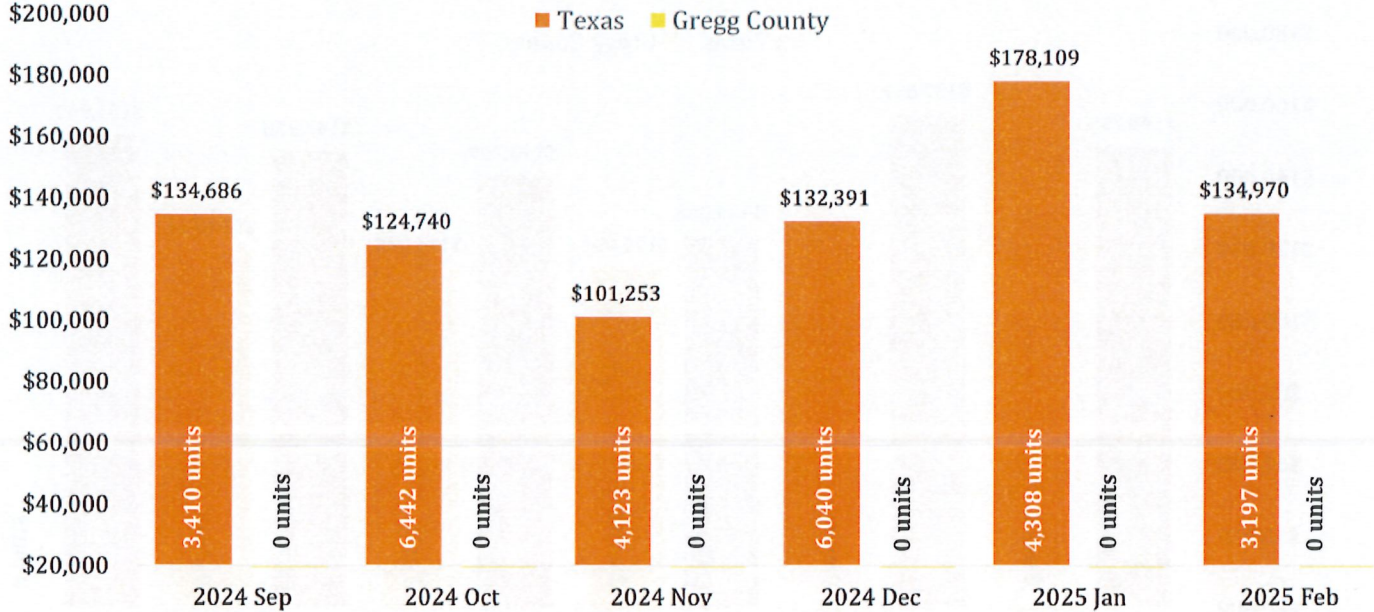
Average value per dwelling unit



Monthly Building Permits by Type (Sep 2024-Feb 2025)

5+ Family

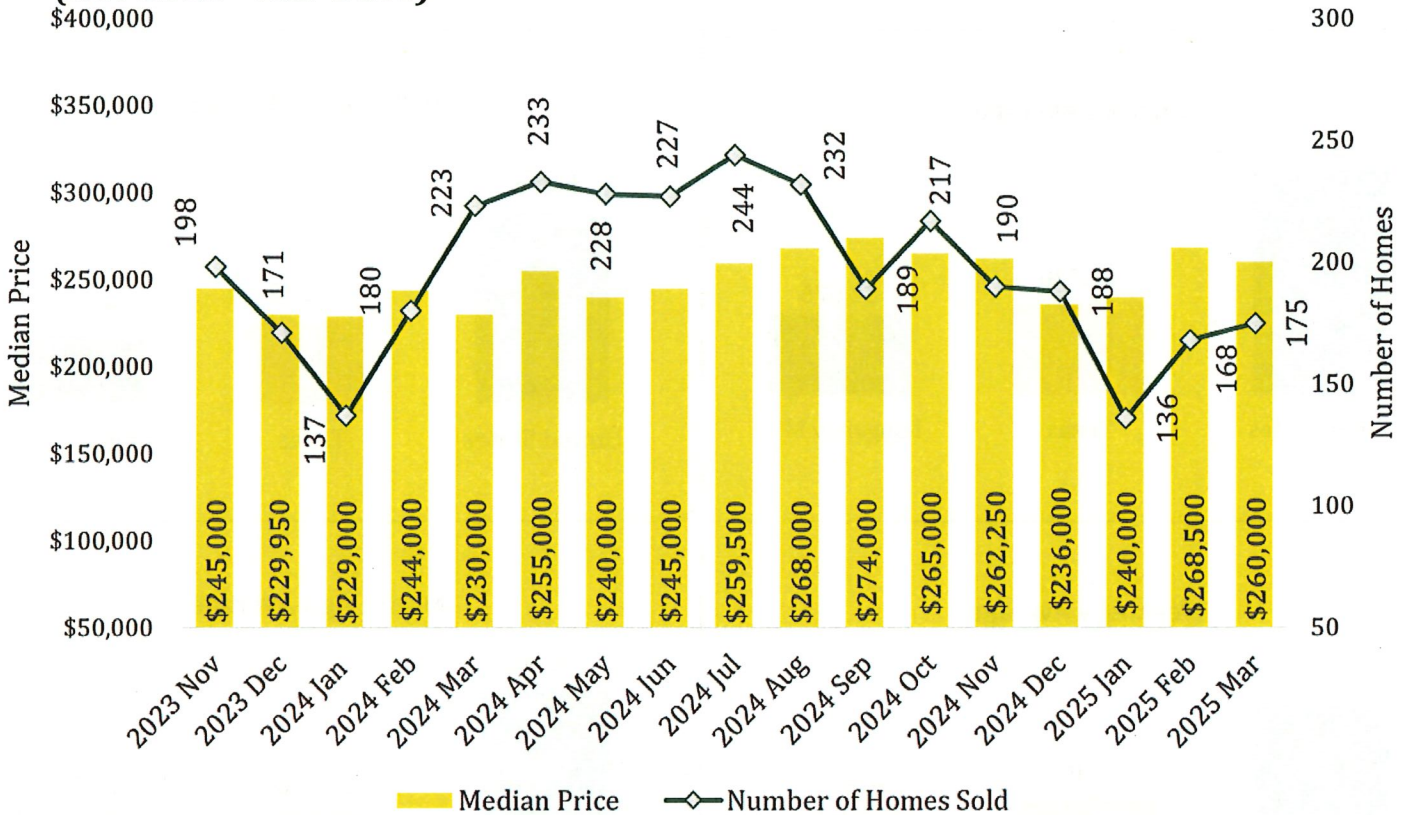
Average value per dwelling unit



Housing Market Drivers

21

Monthly Median Sales Prices and Number of Homes Sold in Longview MSA (Nov 2023 - Mar 2025)



Active Units (Listing)

Homes listed (Mar 2025)

1,188

Average Sales Price

Homes Prices (Mar 2025)

\$286,413

Months Inventory

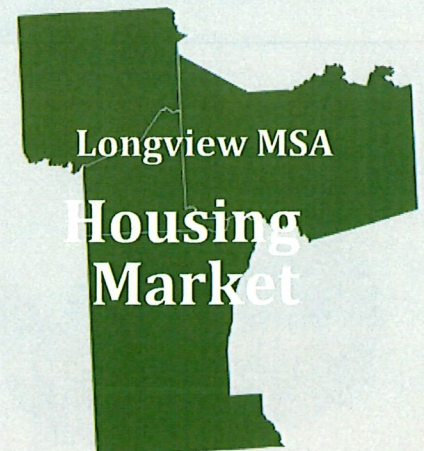
Homes on inventory (Mar 2025)

5.87

Median Sales Price

Homes Prices (Mar 2025)

\$260,000

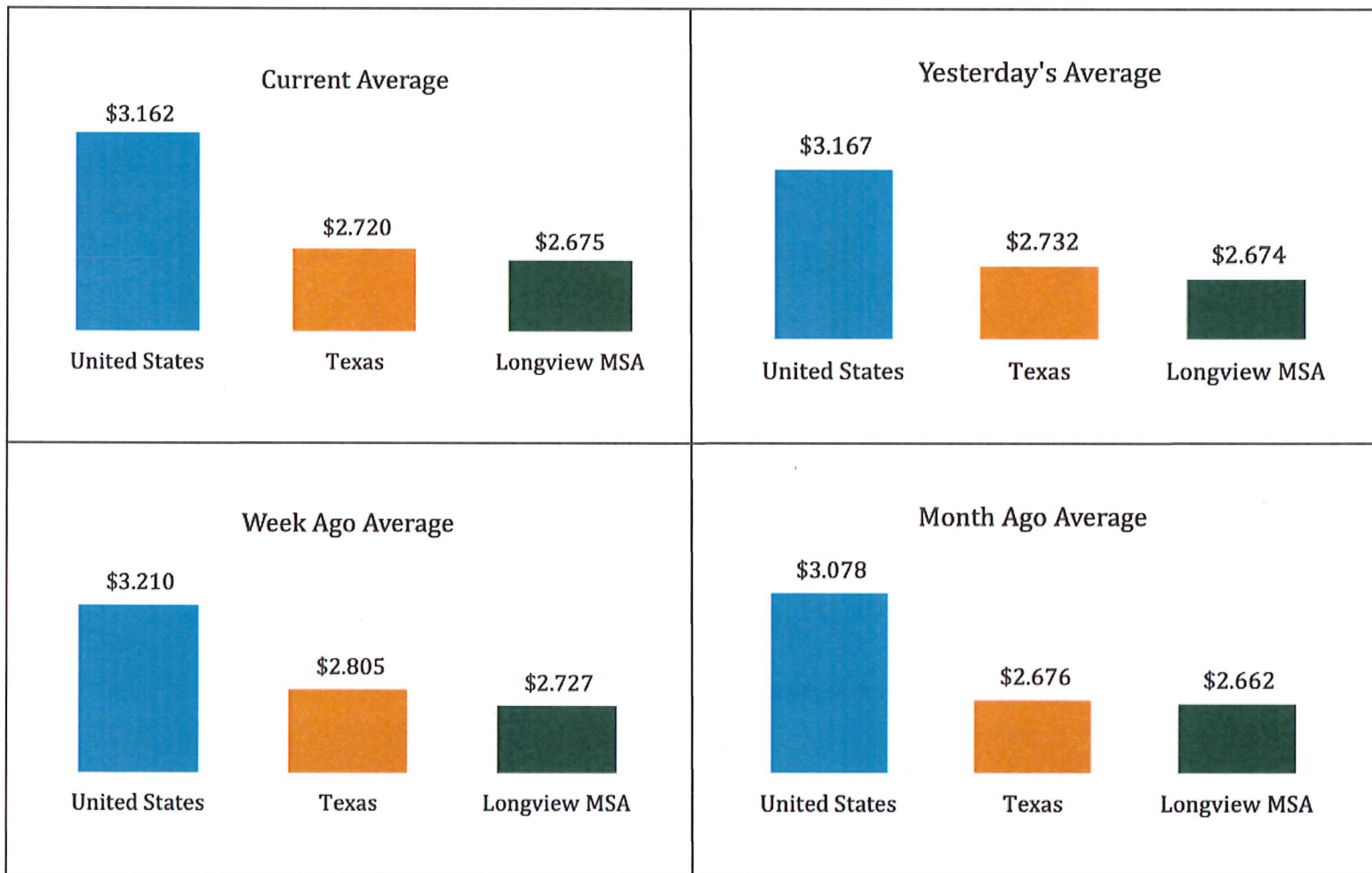


Gasoline & Diesel Prices

22

Regular

Prices as of 04/18/2025



Year Ago Average



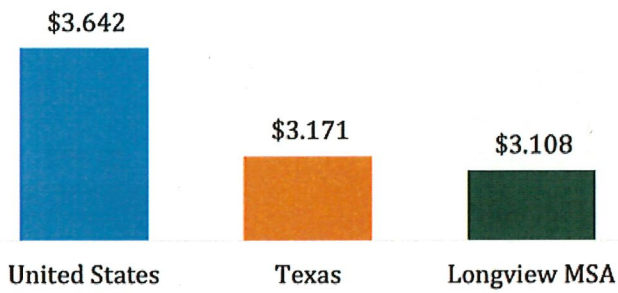
Gasoline & Diesel Prices

23

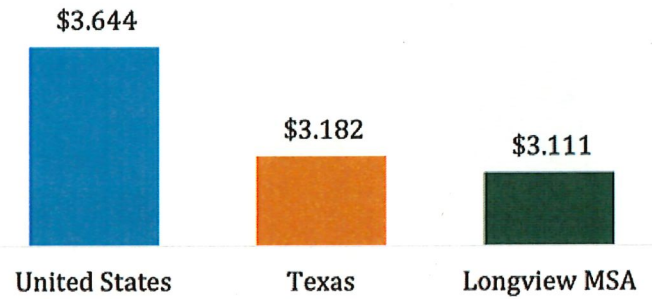
Mid-Grade

Prices as of 04/18/2025

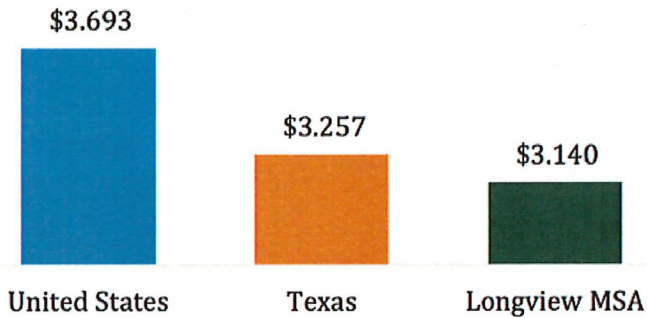
Current Average



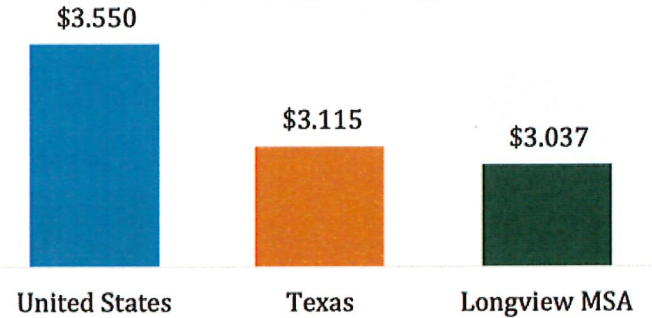
Yesterday's Average



Week Ago Average



Month Ago Average



Year Ago Average



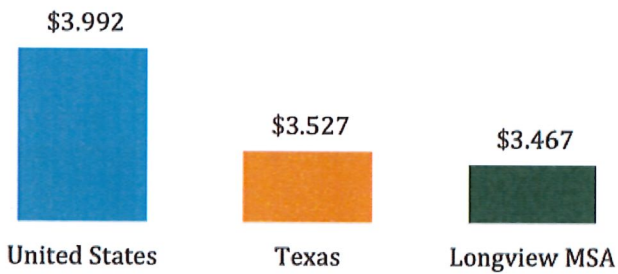
Gasoline & Diesel Prices

24

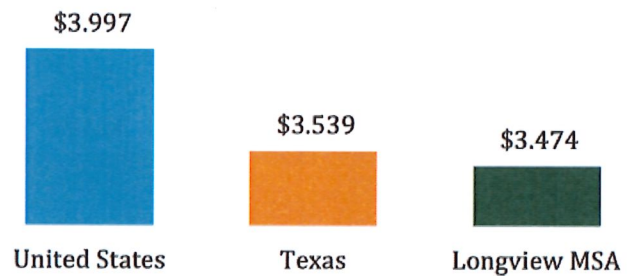
Premium

Prices as of 04/18/2025

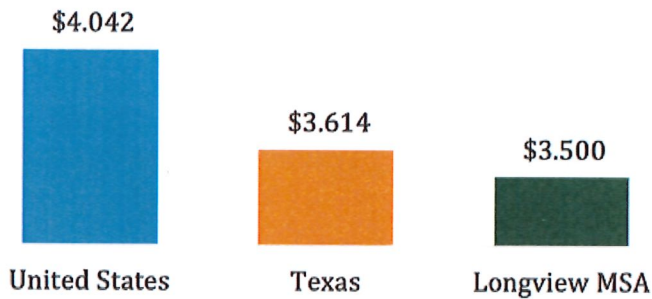
Current Average



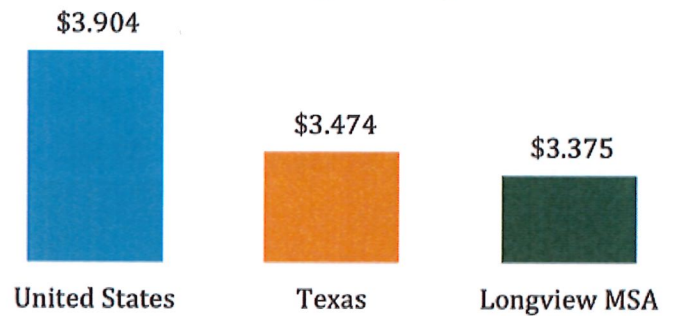
Yesterday's Average



Week Ago Average



Month Ago Average



Year Ago Average



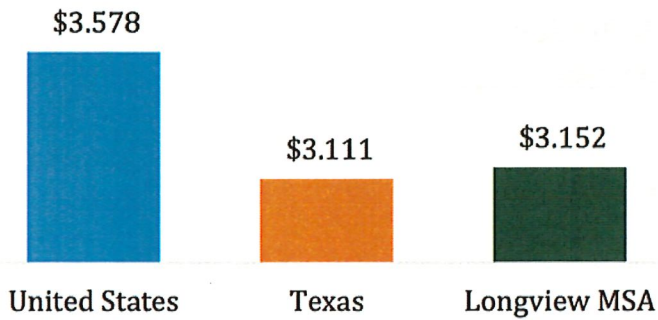
Gasoline & Diesel Prices

25

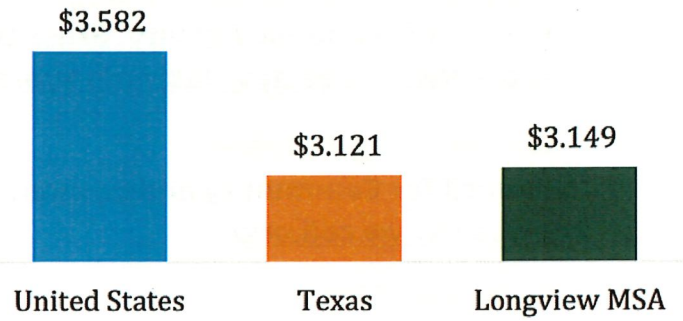
Diesel

Prices as of 04/18/2025

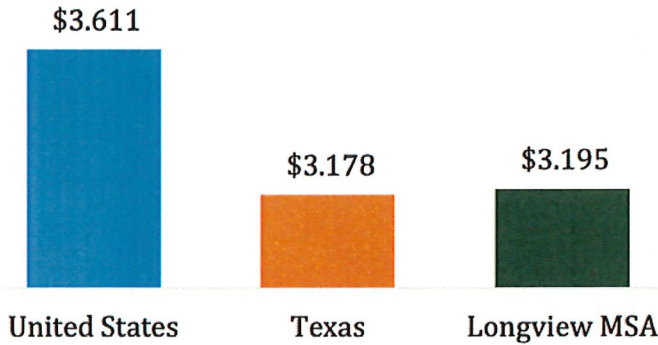
Current Average



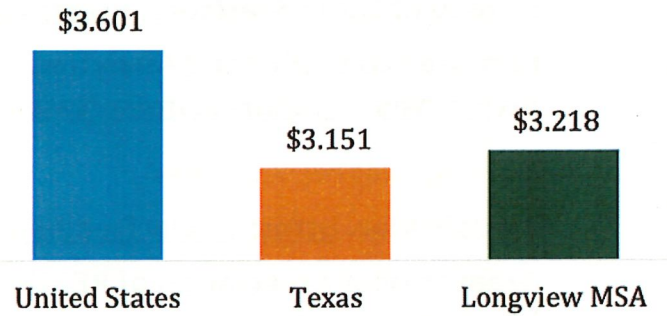
Yesterday's Average



Week Ago Average



Month Ago Average



Year Ago Average



LONGVIEW DATA DASHBOARD

Data Sources

Demographic variables

U.S. Census Bureau. 2022 ACS 5-year estimates.

<https://data.census.gov/>

Gross Domestic Product variables

Bureau of Economic Activity. Gross Domestic Product.

<https://www.bea.gov/data/gdp/gross-domestic-product>

Cost of Living variables

Council for Community and Economic Research.

<https://www.coli.org/>

Taxes variables

Texas Comptroller.

<https://comptroller.texas.gov/taxes/sales/>

Labor Market variables

Bureau of Labor Statistics. <https://www.bls.gov/>

Chmura Economics and Analytics.

<https://www.chmura.com/software>

Housing Market variables

Freddie Mac. <https://www.freddiemac.com/>

Greater Tyler Association of REALTORS® | GTAR .

<https://www.gtar.com/>

Burns Commercial Properties.

<https://burns-commercial.com/tyler-tx-commercial-real-estate-market-trends/>

Texas Real Estate Research Center

<https://trerc.tamu.edu/>

Gasoline and Diesel variables

AAA Gas Prices. <https://gasprices.aaa.com/>



LONGVIEW DATA DASHBOARD

A collaborative effort by the team:



President / CEO

Wayne Mansfield

Vice President, Economic Development

Heather Malone

<https://longviewusa.com/>



UT Tyler
HIBBS INSTITUTE

Acting Director and Senior Research Analyst

Manuel Reyes, D.E.D.

Junior Research Analyst

Cecilia Cuellar, Ph.D.

Research Assistant

Pedro Gallardo-Toledo

<https://www.uttyler.edu/hibbs-institute/>

ATTACHMENT C COMMUNITY PROFILE

BRIEF HISTORY OF THE COMMUNITY

The town's origin dates to 1870, when O. H. Methvin granted one hundred acres of land to the Southern Pacific Railroad for a symbolic one dollar. This transaction marked the beginning of a new town deep in the East Texas piney woods. That original one-hundred-acre tract is now known as downtown Longview, named for the "long view" visible to railroad surveyors from Rock Hill in 1870.

The City of Longview was officially incorporated on May 17, 1871. It first grew as a railroad, farming, and lumber hub, and in 1873, it was named the seat of Gregg County. A significant shift occurred in 1931 with the nearby Lathrop Discovery Oil Well, which tapped the East Texas Oil Field—the world's largest at the time. This transformed Longview into a major center for petroleum, finance, industry, healthcare, culture, and religion. Today, Longview is still considered a primary hub for a large region, having also grown its market impact in the retail and entertainment industries.

Longview's founding one hundred acres are honored by the One Hundred Acres of Heritage Foundation, which established a downtown community park to commemorate the city's past and provide a gathering space.

Profile of the Government

The City of Longview functions under a Council-Manager form of government. Its city limits encompass 54.8 square miles, situated 120 miles east of Dallas, Texas, and 60 miles west of Shreveport, Louisiana. The Home Rule Charter, adopted in January 1979, officially established this Council-Manager system, which includes six City Council Districts. The city's Mayor is elected at-large by all voters.

Longview's natural setting in the pine forest is particularly appealing to nature enthusiasts. With numerous lakes nearby, it serves as a sportsman's paradise. The climate is highly favorable for year-round activities, featuring an average maximum temperature of 93°F in July and an average minimum of 37°F in January. An average annual precipitation of 49.55 inches supports the area's lush landscape. Conveniently positioned on Interstate 20, Longview is just one hour from Shreveport, two hours from Dallas, and three hours from Houston, making it ideally located.



Educational Facilities

Four independent school districts serve Longview residents: Longview ISD, Pine Tree ISD, Spring Hill ISD, and Hallsville ISD. Many schools within these districts have achieved state and national recognition for their educational excellence.



Additionally, the area features twelve private/parochial schools, which are faith-based and primarily funded by tuition and private donations.

Longview is also home to Letourneau University, one of the nation's premier Christian colleges. It provides degrees in nearly 60 fields and draws over 2,700 students annually from almost all 50 states and over 30 different countries. A branch of Kilgore College, ranked the 8th best community college nationally by College Choice in 2017, is also located in Longview. Other regional higher education institutions include The University of Texas at Tyler Longview University Center, as well as East Texas Baptist University, Wiley College, and Texas State Technical College, all in nearby Marshall.



Longview is situated on Interstate 20 and is only 50 minutes south of Interstate 30. It is also 50 minutes from Interstate 49 to the east and three hours from Interstate 10 to the south. US Highways 259 and 80 provide four-lane artery routes. State Highways 31, 149, 300, Loop 281, Spur 63, and Spur 502 offer access to other areas of Texas, Oklahoma, Louisiana, and Arkansas.

East Texas Regional Airport is a commercial airport with daily service from American Eagle, an American Airlines subsidiary. The airport features two runways, the longest being 10,000 feet, and is equipped with radar approach and an FAA-operated control tower. It also serves as an alternate landing site for the Space Shuttle and hosts a Foreign Trade Zone.

Two freight railways, Burlington Northern Santa Fe (BNSF) and Union Pacific, serve the city. BNSF runs one train daily through Longview, while Union Pacific operates 25 trains daily. Amtrak, the passenger line, also has a station in Longview, offering daily service twice a day on its Texas Eagle route. As a prominent regional medical hub, Longview provides a wide range of medical options and facilities.

Culture & Recreation

Longview offers numerous churches to meet the spiritual needs of its residents. Beyond its strong beliefs, Longview is a community committed to cooperation, recreation, and mutual support. A wide variety of organizations are available, spanning from volunteer service groups to neighborhood associations and clubs. Women can participate in professional organizations, family and special interest clubs, and sports teams. Men's groups include everything from service-focused international clubs to recreational sporting groups. For children, options include Boy Scouts, Camp Fire, Girl Scouts, Boys and Girls Clubs of America, 4-H, sports teams, and junior civic organizations. Visitors will find numerous hotels and motels for their stay.



The city boasts extensive recreational opportunities. These include 36 parks, 4 disc golf courses, 2 public swimming pools, 5 splash pads, 51 athletic fields (for football, soccer, baseball, and softball), and over 10 miles of walking trails. The greater Longview area also offers several golf courses, tennis courts, and pickleball courts.

Furthermore, Longview maintains a very active arts and culture community, featuring one public library, a community theatre, a children's theatre, a symphony, a symphonic band, a ballet, a historical museum, an art museum, and a children's museum. The City also owns and manages the Longview Convention Complex, which provides 47,000 square feet of exhibition space along with pavilions, fairgrounds, and a rodeo arena.



SAFETY

Longview's residents are well-served by 175 sworn police personnel and 178 certified firefighters. The Longview Police Department employs a community-based policing strategy. An impressive ninety-nine percent of the Longview Fire Department staff is trained at the EMT-Paramedic level, enabling the city to offer the highest standard of pre-hospital emergency medical care. The Fire Department's fleet includes 35 front-line emergency response vehicles. The city's Property Protection Classification from the Insurance Services Office (ISO) is currently a "2," just one point away from a perfect "Class-1" score.



Although located in a region with abundant rainfall, water sources and systems remain a key priority for residents. The city draws its municipal water from Lake Cherokee, Lake O' the Pines, and the Sabine River. These three sources feed three water treatment plants, which have a combined capacity of 52 million gallons per day. Average daily consumption is 16,500,000 gallons. The city's wastewater treatment relies on an activated sludge plant with an annual capacity of 21,000,000 gallons per day, currently processing an average flow of 12,000,000 gallons per day.

LONGVIEW AT A GLANCE

82,531

Population

More than 80,000 diverse residents call Longview home.

34.9

Median age

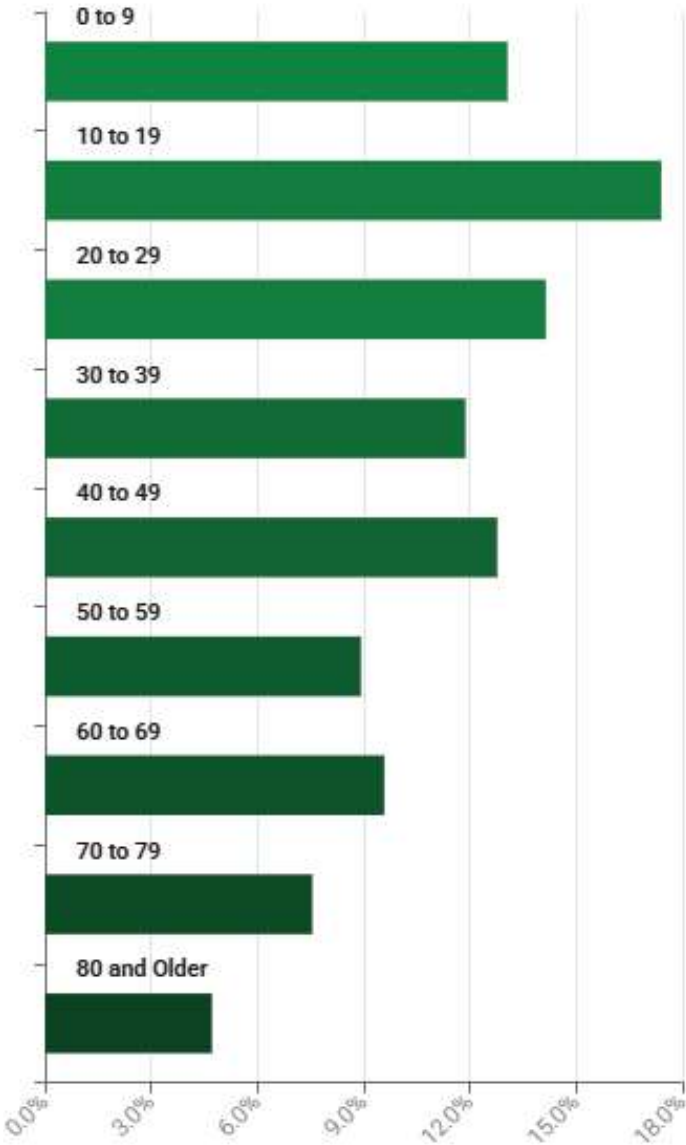
The median age in Longview is six years younger than the US median.

\$51,209

Median Household Income

19.7 minutes

Average Commute Time



	<u>2010 Census</u>	<u>2024 Census</u>	<u>2026 Est.</u>
Total Population	80,455	83,668	85,643
Total Households	30,562	32,169	32,520

Households by Income (November 2025 Census)

Population	\$82,765
Per Capita Income	\$33,465
Median Household Income	\$62,488
Median Home Costs	\$198,800
Unemployment Rate	5.1%

ESRI Sources: US Census Bureau and ESRI forecasts for 2025 and 2026

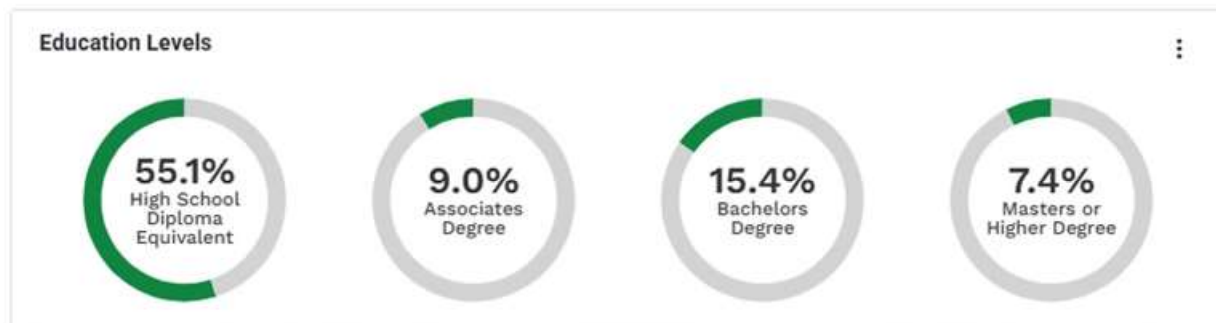


Public Schools

District	Longview ISD	Pine Tree ISD	Spring Hill ISD	Hallsville ISD
Campus	14	7	4	6
Students	8,561	4,553	2,066	4,865
Graduates	609	295	110	329
Students per Teacher	14.3	14.5	13.9	12.8
Web site:	www.lisd.org	www.ptisd.org	www.shisd.net	www.hisd.com

Colleges & Universities

School	Enrollment	City	Type
East Texas Baptist University	1,714	Marshall	Four Year
Tyler Junior College	12,585	Tyler	Community College
University of Texas at Longview	174	Longview	Four Year
University of Texas at Tyler	9,927	Tyler	Four Year
Jarvis Christian College	867	Hawkins	Four Year
Kilgore College	5,031	Kilgore	Community College
LeTourneau University	3,150	Longview	Four Year



Source: Longview Economic Development (LEDCO), 2025

Property Tax Rates

Taxing Entity	Property Tax Rate as Tax Factor
City of Longview	0.005789
Gregg County (incl. R&B)	0.002817
Harrison County	0.003110
Longview ISD	0.013276
Pine Tree ISD	0.012825
Spring Hill ISD	0.014897
Hallsville ISD	0.010064

Sales and Use Tax Rates

Taxing Entity	Property Tax Rate as Tax Factor
City of Longview	1.50%
Gregg County	0.50%
State of Texas	6.25%
Total	8.25%

Median Property Value

\$183K



Median Monthly Rent

\$1,061



Average Commuting Time

21



Major Employers 2025

Company Name	Category	Employment
Christus Good Shepherd Health System	Medical Services	3,000
Eastman Chemical	Chemicals	1,510
Longview Regional Medical Center	Medical Services	1,393
Dollar General	Distribution	762
Komatsu	Heavy Equipment	675
AAON Coil Products, Inc.	Heat Transfer Coils	613
Gap, Inc.	Distribution	555
Trinity Rail, LLC	Railway Cars	450
Kito-Crosby Group	Forged Load Binders	400
Diagnostic Clinic of Longview	Medical Services	350
LeTourneau University	University	343
Stemco, LLC	Truck Equipment	304
Mr. Cooper	Telecommunications	300
MG Foods	Food Mfg	260
Sysco Distribution of East Texas	Distribution	212
Westlake Chemical	Chemicals	205
Capacity of Texas	Machinery Manufacturing	190
Genpak, LLC	Plastics & Rubber Prod Mfg.	190
Norris Cylinder	Manufacturing	175
Holt CAT	Heavy Equipment	170
Southwest Steel Casting Company	Steel Castings	113

2025 LEDCO Economic Development

CITY OF LONGVIEW TOP TAXPAYERS 2025


TAXPAYER	MARKET VALUE	TAXABLE VALUE
The Gap INC	202,232,060	169,628,920
Komatsu Mining Corp/Komatsu America Corp	258,521,610	163,347,950
Joy Global Longview Operations LLC	124,353,600	122,974,208
CP/AAON INC/AAON Coil Products INC	118,967,280	102,623,070
Longview Medical Center LP/Longview Regional Hospital	98,015,480	97,842,907
GSHS INC/Good Shepherd Hospital/GAHC3 Longview	130,668,690	89,509,438
AEP Southwestern Electric Power Co	80,223,110	80,176,691
Dollar General/Dollar General Store/DG Distribution	185,468,870	69,785,560
Fundamental SCM 3 LLC/ Property Mgt	69,308,390	69,308,390
Wal-Mart Neighborhool Market/Wal-mart Stores/Sam's	64,632,870	64,632,870

Source: Gregg & Harrison County Appraisal District


<p><u>Highways</u></p> <ul style="list-style-type: none"> • Interstate 20 • US Highways 80 and 259 <p><u>Rail Service</u></p> <ul style="list-style-type: none"> • Union Pacific • Burlington Northern Santa Fe • Amtrak <p><u>Air</u></p> <ul style="list-style-type: none"> • East Texas Regional Airport (GGG) • Shreveport Regional Airport (an hour away)
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Visitor Information Center


Convention & Visitors Bureau 


Arts & Education


Artsview Children's Theatre (Downtown) 


Gregg County Historical Museum (Downtown) 

Longview Museum of Fine Arts (Downtown) 


Longview Public Library (Downtown) 

Longview World of Wonders (Downtown) 

S.E. Belcher Jr. Chapel and Performance Center 

R.G. LeTourneau Museum at LeTourneau Univ. 

Amusements

Air U / Gym U / Cheer U 


Carmike Cinemas 10 

G-Force Indoor Kart & Trampoline Park 

Kid's Station 

Laser X 

Longview Bingo Center 


Oil Bowl Lanes 

Putt Putt Golf and Games 

Regal Longview Stadium 14 

Top Fun 


Colleges & Universities

Kilgore College - Longview (Downtown) 


LeTourneau University 

UT Tyler Longview University Center 

Golf

The First Tee of the Piney Woods 


Pinecrest Country Club 


The Challenge at Oak Forest 

Wood Hollow Golf Course 


Government


Gregg County Courthouse (Downtown) 


Longview City Hall (Downtown) 

Longview Police Department (Downtown) 


Hospitals


Good Shepherd Medical Center 


Good Shepherd Northpark Medical Plaza 


Longview Regional Medical Center 


Meeting Spaces & Community Centers


Broughton Recreation Center 


Green Street Recreation Center 


Hilton Garden Inn and Conference Center 


Holiday Inn Conference Center 

Longview Community Center 

Maude Cobb Convention and Activity Center 

J.R. Curtis, Jr. Garden for the Blind 

Panther Park Community Center 

Stamper Park Resource Center 


Middle & High Schools

Forest Park Middle School 


Foster Middle School 

Judson Middle School 

Longview High School 

Pine Tree Junior High & High School 

St. Mary's Catholic School 

Spring Hill High School 

Parks, Trails, & Sports Venues

Broughton Park & Recreation Center	ⓧⓉ
Cargill Long Park & Trail	Ⓣⓧ
Grace Creek Mountain Bike Trail	Ⓣⓧ
Guthrie and Rotary Park	ⓧⓉ
Heritage Plaza (Downtown)	Ⓣ
Hinsley Park	ⓧⓉⓉ
Ingram Park	ⓧⓉⓉⓉⓉⓉ
Lear Park Sports Complex	ⓉⓧⓉⓉ
Jack Mann Splash Pad	Ⓣ
Kidsview Playground	ⓧⓉ
LeTourneau University	ⓉⓉⓉⓉ
Longview Arboretum	ⓧⓉ
Longview Depot Park (Downtown)	Ⓣ
Longview Swim Center at Pine Tree H.S.	Ⓣ
McWhorter Park	ⓧⓧⓉⓉ
Julieanna Park & Trail	ⓧⓧⓉ
Panther Park & Recreation Center	ⓧⓉ
Patterson Park	ⓧⓉⓉ
Paul G. Boorman Trail	ⓧⓧ
Lois Jackson Park	ⓧⓉ
Stragent Dog Parks	ⓧ
Paula Martin Jones Recreation Center	ⓉⓧⓉ
Spring Hill Park	ⓧⓉⓉⓉ
Stamper Park	ⓧⓉⓉⓉ
Mary C. Womack Football Field	ⓉⓉ
Teague Park & Veterans Plaza	ⓧⓉⓉⓉⓉⓉⓉ
Timpson Park	ⓉⓉ
Williams Lake at Mobberly Baptist Church	ⓧⓉⓉⓉ




East Texas Regional Airport

Private & Commercial Providers

American Eagle Airlines Provides
Daily non-stop flights to
DFW International Airport

Shopping

Major Shopping Centers 

Transportation

East Texas Regional Airport	
Longview Transportation Center Station	ⓉⓉ
Greyhound Bus Station	Ⓣ
Historic Train Depot Station	Ⓣ
Longview Transit	Ⓣ
Magrill Plaza (Downtown)	ⓉⓧⓉ

SEE MORE ONLINE AT:
visitlongviewtexas.com



ATTACHMENT I REFERENCES

Provide three professional references from projects similar in scope and size within the last five (5) years. Include with each, the name, address, email address, work telephone number, and dates of service for the reference as well as a brief description of the nature of the professional association.

Name _____

Address _____

Phone _____ Contact _____

Services provided _____

Date Services Provided _____

Email _____

Name _____

Address _____

Phone _____ Contact _____

Services provided _____

Date Services Provided _____

Email _____

Name _____

Address _____

Phone _____ Contact _____

Services provided _____

Date Services Provided _____

Email _____

CITY OF LONGVIEW

ATTACHMENT III-TEXAS STATE LAW VERIFICATIONS

I, _____ (Person's name), the undersigned representative of (Company or Business name) _____ (hereafter referred to as the "Company") being an adult over the age of eighteen (18) years of age, after being duly sworn by the undersigned notary, do hereby depose and verify under oath as follows:

- **IRAN, SUDAN AND FOREIGN TERRORIST ORGANIZATIONS (SENATE BILL 252):** By submission of a response to City Longview Request for Solicitation (RFP/BID, RFQ) _____, the responding Company represents that, to the extent this proposal submission or any contracts executed in response to this proposal constitutes a governmental contract within the meaning of Section 2252.151 of the Texas Government Code, as amended, solely for purposes of compliance with Section 2252.152 of the Texas Government Code, and except to the extent otherwise required by applicable federal law, neither the responding Company, nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the Company is a company listed by the Texas Comptroller of Public Accounts under Sections 806.051, 807.051, or 2252.153 of the Texas Government Code.
- **ANTI-BOYCOTT ISRAEL VERIFICATION (HOUSE BILL 89):** By submission of a response to the City of Longview RFP, the responding Company represents that, to the extent this proposal submission, or any contracts executed in response to this proposal, constitutes a contract for goods or services within the meaning of Section 2271.002 of the Texas Government Code, as amended, solely for purposes of compliance with Chapter 2271 of the Texas Government Code, and subject to applicable federal law, including without limitation, 50 U.S.C. Section 4607, the responding Company, as well as any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the Company, (1) does not boycott Israel and (2) will not boycott Israel through the term of any such contract. The term "boycott Israel" as used in this paragraph has the meaning assigned to such term in Section 808.001 of the Texas Government Code, as amended.
- **VERIFICATION REGARDING NO DISCRIMINATION AGAINST FIREARMS (SENATE BILL 19):** By submission of a response to the City of Longview RFP, the responding Company represents that, to the extent this proposal submission, or any contracts executed in response to this proposal, constitutes a contract for goods or services for which a written verification is required under Section 2274.002, Texas Government Code (as added by Senate Bill 19, 87th Texas Legislature, Regular Session), as amended, the responding Company hereby verifies that it, as well as any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the Firm, (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (2) will not discriminate during the term of any such contract against a firearm entity or firearm trade association. The foregoing verification is made solely to comply with Section 2274.002, Texas Government Code (as added by Senate Bill 19, 87th Texas Legislature, Regular Session), as amended, to the extent such section does not contravene applicable Texas or federal law. As used in the foregoing verification, "discriminate against a firearm entity or firearm trade association" shall have the meaning assigned to such term in Section 2274.001, Texas Government Code (as added by Senate Bill 19, 87th Texas Legislature, Regular Session).
- **VERIFICATION REGARDING NO ENERGY COMPANY BOYCOTTS (SENATE BILL 13):** By submission of a response to the City of Longview RFP, the responding Company represents that, to the extent this proposal submission, or any contracts executed in response to this proposal, constitutes a contract for goods or services for which a written verification is required under Section 2274.002, Texas Government Code (as added by Senate Bill 13, 87th Texas

Legislature, Regular Session), as amended, the responding Company hereby verifies that the responding Company, as well as any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the Firm, (1) does not boycott energy companies and (2) will not boycott energy companies during the term of any such contract. The foregoing verification is made solely to comply with Section 2274.002, Texas Government Code (as added by Senate Bill 13, 87th Texas Legislature, Regular Session), as amended, to the extent such section does not contravene applicable Texas or federal law. As used in the foregoing verification, "boycott energy companies" shall have the meaning assigned to such term in Section 809.001(1), Texas Government Code.

SIGNATURE OF COMPANY REPRESENTATIVE

DATE

STATE OF _____ §
COUNTY OF _____ §

On this day, BEFORE ME, the undersigned, personally appeared _____, the _____ of the Company, and personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual executed the instrument for purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of _____, 20____.

[SEAL]

NOTARY PUBLIC in and for the
State of _____

ATTACHMENT IV

NOTICE TO ALL CITY CONTRACTORS AND ALL POTENTIAL CITY CONTRACTORS:

On May 23, 2005, the Texas Senate passed House Bill 914, adding Chapter 176 to the Local Government Code, and imposing new disclosure and reporting obligations on contractors and potential contractors to local governmental entities beginning on January 1, 2006. Failure to abide by these statutory requirements can result in possible criminal penalties. The City of Longview is requiring you to complete the attached Conflict of Interest Questionnaire (CIQ) Form, prepared by the Texas Ethics Commission, at the direction of the legislature and strongly recommends you become familiar with House Bill 914.

The City of Longview will not provide any further interpretation or information regarding these requirements; however, you may contact the Texas Ethics Commission at

<http://www.ethics.state.tx.us/> or at 1-512-463-5800.

Please remit the CIQ form with your RFP.

Thank you.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

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

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

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

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

OFFICE USE ONLY

Date Received

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

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

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

Name of Officer

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

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

Yes No

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

Yes No

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

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

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

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

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

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

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

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

(2) the vendor:

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

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

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

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

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

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

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

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

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

ATTACHMENT V



SUBMITTAL CHECKLIST RFP 26-0045 COMMUNITY SURVEY

1. _____ EXECUTED "ATTACHMENT I" OFFER STATEMENT AND BUSINESS INFORMATION
2. _____ ACKNOWLEDGEMENT OF ADDENDA IF APPLICABLE
3. _____ PROVIDE CLEAR, DETAILED RESPONSES TO EVALUATION CRITERIA
4. _____ INSURANCE CERTIFICATES
5. _____ CONFLICT OF INTEREST FORM
6. _____ DRUG AND ALCOHOL TESTING POLICY
7. _____ THREE REFERENCES
8. _____ EXCEPTIONS TO RFP IF APPLICABLE
9. _____ COST PROPOSAL ATTACHMENT A
10. _____ VERIFICATION FORM



CITY OF LONGVIEW PURCHASING DIVISION

Addendum No 1

April 17, 2026

City of Longview RFP # 26-0034 Community Survey

The specifications and contract documents are modified as described below. This addendum becomes a part of the contract documents. All provisions of the original specifications and contract documents shall remain in full force and effect, except as modified by this addendum.

City of Longview offers the following answers to questions received:

1. As stated within the RFP document, the most recent survey was completed in 2014. What prompted the survey to be completed at this time?

ANSWER: Funding became available, although we do not have a budget at this time. The City of Longview established a grant department and the department is in need of data. In addition, City Council understands the importance of this project.

2. Can an exception be made to the format of Attachment A: Cost Proposal?

ANSWER: In order to make a fair, apples to apples comparison of cost, the format will need to be followed within Attachment A. However, additional cost information may be provided as long as it is also reflected in Attachment A.

3. Can direct costs be listed in Attachment A? Such as the cost for mailouts?

ANSWER: Yes. If a task is not assigned to a specific person's name, it may still be listed utilizing the format within Attachment A.

4. Is the population roughly the same across all six districts?

ANSWER: Yes.

5. The RFP states that the awarded firm is to, "Prepare and present the final findings report within 120 days (4 months) of contract award. However, it also states that, "The presentation to Council regarding the survey results is due December 2026." Which timeline do we need to go by?

ANSWER: December 2026 is the absolute latest timeframe for Council's presentation. If the awarded firm is able to complete the presentation to Council within 120 days, or even earlier, that is encouraged and welcomed. NOTE: PROJECT MUST BE COMPLETED BY DECEMBER 2026.

6. What methods of public engagement were most helpful during the last survey in 2014? Do you have any feedback on methodologies used?

ANSWER: The most successful type of public engagement was a large public meeting. However, data was flawed during the process. In addition, COVID changed how public engagement occurs. The City of Longview is relying on the awarded firm to give recommendations and outline the best methods to utilize.

7. Once the firm has been awarded, will the City of Longview provide geographic information and details for each district?

ANSWER: Yes.

8. Will hyperlinks be able to be accessed within the submittal if saved on the flashdrive?

ANSWER: Yes, the flashdrive should contain both the technical proposal submittal and cost proposal submittal. The technical proposals saved on the flash drive will be distributed to the evaluation team. Any hyperlinks should be accessible.

9. Was the 2014 survey done internally or by an outside firm? Who was the firm if so?

ANSWER: Freese & Nichols was the firm utilized and the survey was done as part of our comprehensive plan.

10. On Page 10 – Target Population. How should residency within specific council districts be verified? Will the City provide any geographic or address-based data to assist with district assignment and for the random selection of households?

ANSWER: The successful candidate will be able to work with the City's GIS Department on this informational need. Previous surveys used the Water / Wastewater / Sanitation Billing Data to distribute the surveys.

11. On Page 11 – Sampling Requirements.

§ For the requirement that completed surveys “most closely match recent census estimates,” which demographic variables are mandatory for alignment or weighting: age, race/ethnicity, gender, geography, renter/owner, or others?

ANSWER: These are sufficient.

§ Should businesses inside city limits be included in the same statistical design as residents, or treated as a separate audience with separate sampling and reporting?

ANSWER: They need to be separated from the residential queries.

§ Should renters, students, and visitors be included in the sampling frame? If so will the Vendor be provided a list of businesses, renters, or other contacts including email and cell phone number for more modern methods of collection from the Chambers, or City, or will the Vendor need to incur the costs for these contact lists?

ANSWER: We are not specifically looking to include these categories or identifications.

12. Do you have an approved list of benchmarking cities? If not, we will include recommendations in our proposal.

ANSWER: City of Longview would like to see recommendations. However, Council just approved the below 14 cities for pay plan studies.

Tyler, Wichita Falls, San Angelo, Baytown, Temple, Bryan, Mansfield, Missouri City, North Richland Hills, Texarkana, New Braunfels, Conroe, San Marcos, Victoria

13. Do you want the survey offered in multiple languages (English and Spanish)?

ANSWER: English only.

14. Do you have a preferred survey platform to be used? If not, we can offer PsychData, which we typically use for most Community Surveys.

ANSWER: We have no preference.

If you have any further questions, please contact the Purchasing Department.

Amanda Phillips, NIGP-CPP, CPPB
Purchasing Agent
PO Box 1952
Longview, TX 75606
903-237-1322
purchasing@longviewtexas.gov
Posted – April 17, 2026



**CITY OF LONGVIEW
PURCHASING DIVISION**

Addendum No 2

April 23, 2026

City of Longview RFP # 26-0034 Community Survey

The specifications and contract documents are modified as described below. This addendum becomes a part of the contract documents. All provisions of the original specifications and contract documents shall remain in full force and effect, except as modified by this addendum.

City of Longview offers the following answers to questions received:

- The attendee list from the Pre-Proposal meeting was requested. It is attached.

If you have any further questions, please contact the Purchasing Department.

Amanda Phillips, NIGP-CPP, CPPB
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903-237-1322
purchasing@longviewtexas.gov
Posted – April 23, 2026



RFP # 26-0034 Community Survey
Optional Pre-Proposal Meeting (Virtual)
April 16, 2026

Company Name	Name of Person Attending	E-Mail
Social & Economic Sciences Research Center, Washington State University	Kent Miller	Kent.miller@wsu.edu
ReconMR	Sam Fleishman	Sam.fleishman@reconmr.com
The Henne Group	Daryl LaFleur	proposals@thehennegroup.com
ReconMR	Christian Riepe	(didn't list)
Probolsky Research	Adam Probolsky	adam@probolskyresearch.com
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