



F2026143

Annual Contract for Juvenile Forensic Assessment Services

Issue Date: 6/18/2026

Questions Deadline: 6/24/2026 12:00 PM (CT)

Response Deadline: 7/13/2026 02:00 PM (CT)

Contact Information

Contact: Erin Dawdy, Senior Buyer

Address: Purchasing

100 E Weatherford St

Suite 303

Fort Worth, TX 76196

Phone: (817) 884-1150

Fax: (817) 884-1150

Event Information

Number: F2026143
Title: Annual Contract for Juvenile Forensic Assessment Services
Type: Request for Qualifications
Issue Date: 6/18/2026
Question Deadline: 6/24/2026 12:00 PM (CT)
Response Deadline: 7/13/2026 02:00 PM (CT)
Notes: The purpose of this contract is to identify qualified supplier(s) for the provision of forensic assessment services.

1. CONTRACT TERMS: Vendor(s) will be awarded a twelve (12) month contract, effective from the date of award or notice to proceed as determined by the Tarrant County Purchasing Department. At Tarrant County's option and approval by the Vendor, the contract may be renewed for two (2) additional twelve (12) month period(s), as further explained in Renewal Options. Prices must remain firm for the entire contract.

2. RENEWAL OPTIONS: Tarrant County reserves the right to exercise an option to renew the contract of the Vendor for two (2) additional twelve (12) month period(s), provided such option is stipulated and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. Required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option or seek a new solicitation.

Billing Information

Contact: Accounts Payable
Address: Auditor's Office
Administration
506
100 E Weatherford St
Suite 506
Fort Worth, TX 76196-0103
Phone: (817) 884 x1205
Fax: (817) 884 x1104
Email: sap-invoices@tarrantcountytexas.gov

Bid Activities

Virtual Pre-Proposal Conference

6/23/2026 2:00:00 PM (CT)

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

DATE: Tuesday, June 23, 2023
TIME: 2:00 P.M., CST

RSVP: Vendors planning to attend the Pre-Bid Conference must RSVP to BidQuestions-RSVP@tarrantcountytx.gov by 5:00 p.m., CST, Monday, June 22, 2023. In the email, state your company name, names of attendees, an email address and phone number for each attendee, and reference the solicitation for which you are RSVPing. Confirmed receipt by Tarrant County of this email is required. After the RSVP deadline, a GoToMeeting invitation will be sent to participants.

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

Bid Attachments

TC_General_Terms_and_Conditions091724.pdf Tarrant County General Terms and Conditions (9/17/2024)	Download
TC_HUB_Policy053123.pdf Tarrant County HUB Policy (5/31/23)	Download
TC_Special_Terms_and_Conditions_Standard_Ver 3_051926.pdf Tarrant County Special Terms and Conditions	Download
F2026143 Scope of Work.pdf F2026143 Scope of Work	Download
Deficiencies and Deviations Form.pdf Deficiencies and Deviations Form	Download
F2026143 -2026 Juvenile Forensic Assessment Proposal Response Form Attachment A.pdf F2026143 -2026 Juvenile Forensic Assessment Proposal Response Form Attachment A	Download
F2026143 - Statment of Qualifications - Fitness-Resp. Attachment B.pdf F2026143 - Statment of Qualifications - Fitness-Resp. Attachment B	Download

Requested Attachments

Deficiencies and Deviations

All proposal deficiencies and deviations from solicitation specifications must be identified. It is the Respondent's responsibility to identify all deficiencies and deviations. Unless specifically listed, the proposal response is assumed to be in full compliance with the solicitation specifications. If not identified, all requirements of the solicitation must be fulfilled at no additional expense to Tarrant County. If there are deficiencies and deviations relating to the specifications, a Response Attachment denoting the identified variances must be included with response.

Juvenile Forensic Assessment Response Form

(Attachment required)

Please complete form (Attachment A) and upload.

Curriculum Vitae

(Attachment required)

Please upload Curriculum Vitae for each clinician who will provide services.

Sample Evaluation

(Attachment required)

Please upload sample evaluation report with all identifying information redacted.

Copy of Texas Professional License

(Attachment required)

Please upload corresponding document.

Form 1295

(Attachment required)

Please upload any corresponding documents, <https://www.ethics.state.tx.us/filinginfo/1295/>.

W9 Form

Please upload any corresponding document(s).

Statement of Qualifications Form

Please upload Attachment B Form if applicable.

Required *IF* submitting for consideration for Fitness to Proceed, Responsibility for Conduct, Discretionary Transfer, or Psychosexual Evaluations

Please upload

Copy of Texas licensure as a Licensed Sex Offender Treatment Provider (LSOTP)

OR Documentation of training/continuing education related to assessment of adolescent sex offenders

Continuing Education Certificates

Please upload if applicable.

Diversity Certification

Please upload corresponding documents.

Bid Attributes

1 Cooperative Purchasing Confirmation

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

https://www.tarrantcountytx.gov/content/dam/main/purchasing/Cooperative_Purchasing/ParticipatingEntities.pdf

If you, the Bidder, check Yes, the following will apply:

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

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

☐ Yes ☐ No
(Required: Check only one)

2 Secondary/Alternate Award Agreement Confirmation

Secondary or Alternate Vendors serve in a backup capacity only. In the event the Primary is unable to honor the terms and conditions of the contract, the Secondary Vendor(s) may be called. If the Secondary Vendor is unable to honor the terms and conditions of the contract the Alternate Vendor(s) may be called. The Primary Vendor is the first contact. Use of the Secondary or Alternate Vendor(s) must be approved, in writing, by the Tarrant County Purchasing Agent or his designee in compliance with Texas Local Government Code 262.027(g).

1. In the event the Secondary or Alternate Vendors are called upon, they will offer the materials and services at their awarded price(s), or better. Any attempt to increase their awarded price(s) may cause the removal of the Vendor from the contract. Calling upon the Secondary or Alternate Vendors does not necessarily affect the status of any awarded Vendor, including the Primary Vendor.

2. If a Secondary or Alternate Vendor represents themselves as the Primary Vendor without written authorization from the Tarrant County Purchasing Agent, or his designee, the Secondary or Alternate Vendor may be removed from the contract.

Would you, as the Vendor, be willing to accept a Secondary or Alternate Award based on the above?

☐ Yes ☐ No

(Required: Check only one)

3 Insurance Requirements

MINIMUM INSURANCE REQUIREMENTS:

1. Vendor shall take out, pay for and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County.

1) Workers' Compensation/Employer's Liability a. Worker's Compensation — statutory b. Employer's Liability — \$500,000

2) Commercial General Liability: a. Bodily Injury/Personal Injury/Property Damage — \$1,000,000 per occurrence/\$3,000,000 aggregate

3) Auto Liability: a. Combined Single Limit (CSL) — \$500,000 per occurrence

Tarrant County reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by Tarrant County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Vendor.

Required Provisions:

1) Proof of Carriage of Insurance – All Certificates of Insurance will be required in duplicate and filed with the Tarrant County Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, Texas 76196 prior to work commencing.

2) All Certificates shall provide Tarrant County with an unconditional thirty (30) days written notice in case of cancellation or any major change.

3) As to all applicable coverage, policies shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.

4) All copies of the Certificates of Insurance shall reference the project name and solicitation number for which the insurance is being supplied.

5) Vendor agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.

6) If applicable, the Vendor is responsible for making sure any subcontractor(s) performing work under this agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.

☐ I understand and agree.

(Required: Check if applicable)

4 Warranty

WARRANTY PRICE:

The price to be paid by the county shall be that contained in seller's bid which seller warrants to be no higher than the seller's current prices on orders by others for products of the kind and specification covered by this agreement for similar quantities under similar or like conditions and methods of purchase. In the event the seller breaches the warranty the prices of the items shall be reduced to the seller's current prices on orders by others, or in the alternative, the county may cancel this contract without liability to the seller for breach or the seller's actual expense.

The seller warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for commission, percentage, brokerage, or contingent fee excepting bona fide employees of bona fide established commercial or selling agencies maintained by the seller for the purpose of securing business. For breach or violation of this warranty, the county shall have the right in addition to any other right or rights to cancel this contract without liability and to deduct from the contract price, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

WARRANTY PRODUCTS:

The seller shall not limit or exclude any implied warranties and any attempt to do so shall render this contract voidable at the option of the county. The seller warrants that the goods furnished will conform to the specifications, drawings and descriptions listed in the bid invitation and to the sample(s) furnished by the seller, if any. If the event of a conflict between the specifications, drawings and descriptions, the specifications shall govern.

SAFETY WARRANTY:

The seller warrants that the product sold to the county shall conform to the standards promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act (OSHA) of 1970. In the event the product does not conform to OSHA standards, the county may return the product for correction or replacement at the seller's expense. In the event the seller fails to make the appropriate correction within a reasonable time, correction made by the county will be at the seller's expense.

NO WARRANTY AGAINST COUNTY INFRINGEMENTS:

As part of this contract for sale the seller agrees to ascertain whether goods manufactured in accordance with the specifications attached to this agreement will give rise to the rightful claim of any third person by way of infringement or the like. The county makes no warranty that the production of goods according to the specifications will not give rise to such a claim, and in no event shall the county be liable to the seller for indemnification in the event that the seller is sued on the grounds of infringement or the like. If the seller is of the opinion that an infringement or the like will result, he will notify the county to this effect in writing within two weeks after the signing of this agreement. If the county does not receive notice and is subsequently held liable for the infringement or the like, the seller will save the county harmless. If the seller in good faith ascertains that production of the goods in accordance with the specifications will result in infringement or the like, this contract shall be null and void except that the county will pay the seller the reasonable cost of search as to infringements.

☐ I understand and agree.

(Required: Check if applicable)

5 Deficiencies and Deviations

All proposal deficiencies and deviations from solicitation specifications must be identified. It is the Respondent's responsibility to identify all deficiencies and deviations. Unless specifically listed, the proposal response is assumed to be in full compliance with the solicitation specifications. If not identified, all requirements of the solicitation must be fulfilled at no additional expense to Tarrant County. **If there are deficiencies and deviations relating to the specifications, a Response Attachment denoting the identified variances must be included with response.**

☐ There are no deficiencies or deviations. ☐ Deficiencies and deviations are identified.

(Required: Check only one)

6 Diversity Classifications

Check all that apply:

- ☐ HUB-Historically Underutilized Business
- ☐ DBE-Disadvantaged Business Enterprise
- ☐ MBE-Minority Owned Business
- ☐ WBE-Woman Business Enterprise
- ☐ SBE-Small Business Enterprise
- ☐ LGBTBE-Certified LGBT Business Enterprise
- ☐ WO-Women Owned
- ☐ NAM-Native American
- ☐ VO-Veteran Owned
- ☐ HISP-Hispanic American
- ☐ DV-Disabled Veteran
- ☐ AP-Asian Pacific American
- ☐ AI-Asian Indian American
- ☐ AA-African American
- ☐ 8A-8(a) Business Development
- ☐ None Apply

(Required: Check all that apply)

7 REFERENCES**8 References Statement**

Please list three (3) references, other than past or present employees of Tarrant County, who can verify your performance as a Vendor. Performance includes, but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine Vendor's ability to provide the intended goods or service of the bid. Tarrant County PREFERS references to be from Government customers. References must be able to verify the quality of service Vendor's company provides and that the Bidder has completed a project of similar size and scope of work in this response. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your bid. Failure to supply the required references will deem the bid as non-responsive and will not be considered for award. Bidder involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

9 _____ **Reference 1** _____

10 Government/Company Name

(Required: Maximum 100 characters allowed)

11 Address

(Required: Maximum 1000 characters allowed)

2 1	Reference Telephone Number <div><div>() - - - - -</div>ext: <div></div></div> <div>(Required)</div>
2 2	Reference Email Address <div></div> <div>(Required: Email address)</div>
2 3	Reference Scope of Work <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>(Required: Maximum 4000 characters allowed)</div>
2 4	Reference Contract Period <div></div> <div></div> <div></div> <div>(Required: Maximum 1000 characters allowed)</div>
2 5	Reference 3
2 6	Government/Company Name <div></div> <div></div> <div></div> <div>(Required: Maximum 100 characters allowed)</div>
2 7	Address <div></div> <div></div> <div></div> <div>(Required: Maximum 1000 characters allowed)</div>
2 8	Reference Contact Person and Title <div></div> <div></div> <div></div> <div>(Required: Maximum 1000 characters allowed)</div>
2 9	Reference Telephone Number <div><div>() - - - - -</div>ext: <div></div></div> <div>(Required)</div>

30

Reference Email Address

(Required: Email address)

31

Reference Scope of Work

(Required: Maximum 4000 characters allowed)

32

Reference Contract Period

(Required: Maximum 1000 characters allowed)

33

Certification of Eligibility

By submitting a Bid in response to this solicitation, the Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities. In the event of placement on the list between the time of Bid submission and time of award, the Bidder will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

☐ I understand and agree.

(Required: Check if applicable)

34

Disclosure of Interested Parties

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

☐ I understand and agree.

(Required: Check if applicable)

35

Entities that Boycott Israel and Prohibition Against Involvement with Iran, Sudan, and Foreign Terrorist Organizations

Vendor represents and warrants that (1) it does not, and shall not for the duration of the Contract, boycott Israel or (2) the verification required by Section 2271.002 of the Texas Government Code does not apply to the Contract. Vendor further verifies pursuant to Texas Local Government Code Section 2252.152 that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States Secretary of State as authorized by 8 U.S.C. Section 1189. If circumstances relevant to this provision change during the course of the Contract, Vendor shall promptly notify County.

☐ I understand and agree.

(Required: Check if applicable)

3
6**Entities that Boycott Energy Companies**

In accordance with Section 2276 of the Texas Government Code (relating to prohibition on contracts with companies boycotting certain energy companies), Vendor represents and warrants that: (1) it does not, and will not for the duration of the Contract, boycott energy companies or (2) the verification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Vendor shall promptly notify County.

☐ I understand and agree.

(Required: Check if applicable)

3
7**Entities that Discriminate Against Firearm and Ammunition Industries**

In accordance with Section 2274.002 of the Texas Government Code (relating to prohibition on contracts with companies that discriminate against firearm and ammunition industries), Vendor certifies that: (1) it does not, and will not for the duration of the Contract, have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or (2) the certification required by Section 2274.002 of the Texas Government Code does not apply to the Contract. If circumstances relevant to this provision change during the course of the Contract, Vendor shall promptly notify County.

☐ I understand and agree.

(Required: Check if applicable)

3
8**Full Legal Name of Company**

(Required: Maximum 1000 characters allowed)

3
9**Street Address**

(Required: Maximum 1000 characters allowed)

4
0**City**

(Required: Maximum 1000 characters allowed)

4
1**State**

(Required: Maximum 1000 characters allowed)

4
2**Zip Code**

(Required: Maximum 1000 characters allowed)

4
3**Name of Authorized Individual Submitting Bid**

*(Required: Maximum 1000 characters allowed)*4
4**Phone # of Authorized Individual Submitting Bid**

(____) ____ - ____ ext: _____

*(Required)*4
5**Is your Company's Principal Place of Business in Texas?**

The Purchasing Office, subject to approval by the Commissioners Court when required, shall oversee the application of local preference for the purchase of general construction or an improvement, a public works project, or a purchase of a service, supplies, materials, or equipment that do not involve federal funds. In relevant situations, the Purchasing Office will use the following criteria in determining whether to recommend a higher bid from a local vendor:

- a. The bidder is a nonresident bidder, and
- b. The bidder's principal place of business is located in a state that regulates the award of government contracts to a bidder whose principal place of business is not located in that state. The Comptroller publishes a list of these states in the Texas Register.

☐ Yes ☐ No*(Required: Check only one)*4
6**Is your Company's Principal Place of Business in Tarrant County?**

The Purchasing Office, subject to approval by the Commissioners Court when required, shall oversee the application of local preference for the purchase of goods or real property pursuant to Local Government Code §271.905 and may consider doing so on a case-by-case basis. In relevant situations, the Purchasing Office shall use the following criteria in determining whether to recommend a higher bid from a local vendor:

- a. the employment of residents of Tarrant County created through the award of the bid to the local vendor, and
- b. any increase in tax revenue created through the award of the bid to the local vendors.

☐ Yes ☐ No*(Required: Check only one)*4
7**Respondent Acceptance**

Respondent affirms acceptance of all fixed fees, premiums, and reimbursement limits set forth in the Pricing section of the Scope of Work. Respondent further agrees that any services or fees not expressly listed may only be billed at rates authorized in advance and in writing by Tarrant County. Failure to accept these terms will result in a FAIL rating.

☐ Yes*(Required: Check if applicable)*

Supplier Information

Company Name:

Contact Name:

Address:

Phone:

Fax:

Email:

Supplier Notes

By submitting a response to this RFQ and signing below, you are agreeing to the following: 1. You are an authorized representative of the Bidder and are duly authorized to sign on behalf of the Bidder and bind the Bidder to this contract. 2. You agree this bid becomes the property of Tarrant County after the opening. 3. You have familiarized yourself with the local conditions under which the work is to be performed and given consideration to the conditions of delivery, handling and storage of equipment and all other matters that may be incidental to the work, before submitting a bid. You also affirm that you have read and do understand the specifications and any attachments contained in this solicitation. 4. You agree, on behalf of the Bidder, that if the bid is accepted, Bidder will furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the specifications. 5. You agree that the period for acceptance of this bid will be ninety (90) calendar days. 6. You attest that this bid has not been prepared in collusion with any other Bidder, nor any employee of Tarrant County, and that the contents of this bid have not been communicated to any other Bidder or to any employee of Tarrant County prior to the official opening of this bid. 7. You assign, on behalf of vendor to Tarrant County, all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

Print Name

Signature