

STATE OF TEXAS           §  
   §  
 COUNTY OF FORT BEND §

**AGREEMENT FOR LIBRARY FURNITURE  
 PURSUANT TO CHOICE PARTNERS COOPERATIVE CONTRACT 19/033MJ-16**

THIS AGREEMENT is entered into by and between Fort Bend County, (hereinafter "County"), a body corporate and politic under the laws of the State of Texas, and Library Interiors of Texas, LLC, (hereinafter "Contractor"), a company authorized to conduct business in the State of Texas (hereinafter collectively referred to as the "Parties").

WITNESSETH

WHEREAS, County desires that Contractor provide library furniture, (hereinafter the "Services") pursuant to Choice Partners Purchasing Cooperative Contract No. 22/023MJ-01; and

WHEREAS, Contractor represents that it is qualified and desires to perform such services.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth below, the parties agree as follows:

AGREEMENT

**Section 1. Scope of Services**

Contractor shall render Services to County as described in the attached Exhibit A and in accordance with the requirements of Choice Partners Purchasing Cooperative Contract No. 22/023MJ-01 both documents incorporated by reference as if set forth herein verbatim.

**Section 2. Personnel**

- A. Contractor represents that it presently has, or is able to obtain, adequate qualified personnel in its employment for the timely performance of the Scope of Services required under this Agreement and that Contractor shall furnish and maintain, at its own expense, adequate and sufficient personnel, in the opinion of County, to perform the Scope of Services when and as required and without delays.
- B. All employees of Contractor shall have such knowledge and experience as will enable them to perform the duties assigned to them. Any employee of Contractor who, in the opinion of County, is incompetent or by his conduct becomes detrimental to the project shall, upon request of County, immediately be removed from association with the project.

### **Section 3. Compensation and Payment**

- A. Contractor's fees shall be calculated at the rates set forth in the attached Exhibit A. The Maximum Compensation for the performance of Services within the Scope of Services described in Exhibit A is Six Hundred Forty-two Thousand Five Hundred Seventy-one and 68/100 dollars (\$642,571.68). In no case shall the amount paid by County under this Agreement exceed the Maximum Compensation without an approved change order.
- B. If the Agreement is terminated, County shall only be liable for payment for services performed and accepted before the effective date of termination and in accordance with the requirements of Section 3(D).
- C. All performance of the Scope of Services by Contractor including any changes in the Scope of Services and revision of work satisfactorily performed will be performed only when approved in advance and authorized by County.
- D. County will pay Contractor based on the following procedures: Upon completion of the tasks identified in the Scope of Services, Contractor shall submit to County two (2) original copies of invoices showing the amounts due for services performed in a form acceptable to County. County shall review such invoices and approve them within 30 calendar days with such modifications as are consistent with this Agreement and forward same to the Auditor for processing. County shall pay each such approved invoice within thirty (30) calendar days. County reserves the right to withhold payment pending verification of satisfactory work performed.

### **Section 4. Limit of Appropriation**

- A. Contractor clearly understands and agrees, such understanding and agreement being of the absolute essence of this Agreement, that County shall have available the total maximum sum of Six Hundred Forty-two Thousand Five Hundred Seventy-one and 68/100 dollars (\$642,571.68), specifically allocated to fully discharge any and all liabilities County may incur.
- B. Contractor does further understand and agree, said understanding and agreement also being of the absolute essence of this Agreement, that the total maximum compensation that Contractor may become entitled to and the total maximum sum that County may become liable to pay to Contractor shall not under any conditions, circumstances, or interpretations thereof exceed Six Hundred Forty-two Thousand Five Hundred Seventy-one and 68/100 dollars (\$642,571.68).

### **Section 5. Time of Performance or Term**

The time for performance of the Scope of Services by Contractor shall begin with receipt of the Notice to Proceed from County, to be scheduled at a time that is mutually agreeable between the Parties but without reasonable delay.

## **Section 6. Termination**

- A. County may terminate this Agreement in whole or, from time to time, at any time upon thirty (30) days written notice issued by the County Purchasing Agent for County's convenience or because of the failure of the Contractor to fulfill the contract obligations. County shall terminate by delivering to Contractor a Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, Contractor shall (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to County all data, drawings, specifications, reports, estimates, summaries, and other information and materials accumulated in performing this Agreement whether completed or in process.
- B. Upon termination of this Agreement, County shall compensate Contractor in accordance with Section 3, above, for those services which were provided under this Agreement prior to its termination and which have not been previously invoiced to County. Contractor's final invoice for said services will be presented to and paid by County in the same manner set forth in Section 3 above.
- C. If the termination is for failure of Contractor to fulfill the obligations under this Agreement, County may complete the work by contract or otherwise and Contractor shall be liable for any additional cost incurred by County.
- D. If, after termination for failure to fulfill contract obligations, it is determined that the Contractor had not failed, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the County.
- E. The rights and remedies of the County provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

## **Section 7. Modifications and Waivers**

- A. The parties may not amend or waive this Agreement, except by a written agreement executed by both parties.
- B. No failure or delay in exercising any right or remedy or requiring the satisfaction of any condition under this Agreement, and no course of dealing between the parties, operates as a waiver or estoppel of any right, remedy, or condition.
- C. The rights and remedies of the parties set forth in this Agreement are not exclusive of, but are cumulative to, any rights or remedies now or subsequently existing at law, in equity, or by statute.

## **Section 8. Ownership and Reuse of Documents**

All documents, data, reports, research, graphic presentation materials, etc., developed by Contractor as a part of its work under this Agreement, shall become the property of County upon

completion of this Agreement, or in the event of termination or cancellation thereof, at the time of payment under Section 3 for work performed. Contractor shall promptly furnish all such data and material to County on request.

**Section 9. Inspection of Books and Records**

Contractor will permit County, or any duly authorized agent of County, to inspect and examine the books and records of Contractor for the purpose of verifying the amount of work performed under the Scope of Services. County's right to inspect survives the termination of this Agreement for a period of four years.

**Section 10. Insurance**

- A. Prior to commencement of the Services, Contractor shall furnish County with properly executed certificates of insurance which shall evidence all insurance required and provide that such insurance shall not be canceled, except on 30 days' prior written notice to County. Contractor shall provide certified copies of insurance endorsements and/or policies if requested by County. Contractor shall maintain such insurance coverage from the time Services commence until Services are completed and provide replacement certificates, policies and/or endorsements for any such insurance expiring prior to completion of Services. Contractor shall obtain such insurance written on an Occurrence form from such companies having Bests rating of A/VII or better, licensed or approved to transact business in the State of Texas, and shall obtain such insurance of the following types and minimum limits:
1. Workers Compensation in accordance with the laws of the State of Texas. Substitutes to genuine Workers' Compensation Insurance will not be allowed.
  2. Employers' Liability insurance with limits of not less than \$1,000,000 per injury by accident, \$1,000,000 per injury by disease, and \$1,000,000 per bodily injury by disease.
  3. Commercial general liability insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 in the annual aggregate. Policy shall cover liability for bodily injury, personal injury, and property damage and products/completed operations arising out of the business operations of the policyholder.
  4. Business Automobile Liability coverage applying to owned, non-owned and hired automobiles with limits not less than \$1,000,000 each occurrence combined single limit for Bodily Injury and Property Damage combined.
- B. County and the members of Commissioners Court shall be named as additional insured to all required coverage except for Workers' Compensation and Professional Liability (if required). All Liability policies written on behalf of Contractor shall contain a waiver of

subrogation in favor of County and members of Commissioners Court. For Commercial General Liability, the County shall be named as an Additional Insured on a Primary & Non-Contributory basis.

- C. If required coverage is written on a claims-made basis, Contractor warrants that any retroactive date applicable to coverage under the policy precedes the effective date of the Contract and that continuous coverage will be maintained or an extended discovery period will be exercised for a period of 2 years beginning from the time the work under this Contract is completed.
- D. Contractor shall not commence any portion of the work under this Contract until it has obtained the insurance required herein and certificates of such insurance have been filed with and approved by Fort Bend County.
- E. No cancellation of or changes to the certificates, or the policies, may be made without thirty (30) days prior, written notification to Fort Bend County.
- F. Approval of the insurance by Fort Bend County shall not relieve or decrease the liability of the Contractor.

**Section 11. Indemnity**

**CONTRACTOR SHALL INDEMNIFY AND DEFEND COUNTY AGAINST ALL LOSSES, LIABILITIES, CLAIMS, CAUSES OF ACTION, AND OTHER EXPENSES, INCLUDING REASONABLE ATTORNEYS FEES, ARISING FROM ACTIVITIES OF CONTRACTOR, ITS AGENTS, SERVANTS OR EMPLOYEES, PERFORMED UNDER THIS AGREEMENT THAT RESULT FROM THE NEGLIGENT ACT, ERROR, OR OMISSION OF CONTRACTOR OR ANY OF CONTRACTOR'S AGENTS, SERVANTS OR EMPLOYEES. THE PARTIES AGREE THAT THIS INDEMNIFICATION PROVISION SHALL APPLY DURING THE PERFORMANCE OF SERVICES AS WELL AS DURING THE PERORMANCE OF ANY CONTINUING OBLIGATIONS THAT MAY EXIST (IF ANY) AFTER THE EXPIRATION OF THIS AGREEMENT.**

**Section 12. Confidential and Proprietary Information**

- A. Contractor acknowledges that it and its employees or agents may, in the course of performing their responsibilities under this Agreement, be exposed to or acquire information that is confidential to County. Any and all information of any form obtained by Contractor or its employees or agents from County in the performance of this Agreement shall be deemed to be confidential information of County ("Confidential Information"). Any reports or other documents or items (including software) that result from the use of the Confidential Information by Contractor shall be treated with respect to confidentiality in the same manner as the Confidential Information. Confidential Information shall be deemed not to include information that (a) is or becomes (other than by disclosure by Contractor) publicly known or is contained in a publicly available document; (b) is rightfully in Contractor's possession without the obligation of nondisclosure prior to the time of its disclosure under this Agreement; or (c) is

independently developed by employees or agents of Contractor who can be shown to have had no access to the Confidential Information.

- B. Contractor agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Contractor uses in maintaining the confidentiality of its own confidential information, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give, or disclose Confidential Information to third parties or use Confidential Information for any purposes whatsoever other than the provision of Services to County hereunder, and to advise each of its employees and agents of their obligations to keep Confidential Information confidential. Contractor shall use its best efforts to assist County in identifying and preventing any unauthorized use or disclosure of any Confidential Information. Without limitation of the foregoing, Contractor shall advise County immediately in the event Contractor learns or has reason to believe that any person who has had access to Confidential Information has violated or intends to violate the terms of this Agreement and Contractor will at its expense cooperate with County in seeking injunctive or other equitable relief in the name of County or Contractor against any such person. Contractor agrees that, except as directed by County, Contractor will not at any time during or after the term of this Agreement disclose, directly or indirectly, any Confidential Information to any person, and that upon termination of this Agreement or at County's request, Contractor will promptly turn over to County all documents, papers, and other matter in Contractor's possession which embody Confidential Information.
- C. Contractor acknowledges that a breach of this Section, including disclosure of any Confidential Information, or disclosure of other information that, at law or in equity, ought to remain confidential, will give rise to irreparable injury to County that is inadequately compensable in damages. Accordingly, County may seek and obtain injunctive relief against the breach or threatened breach of the foregoing undertakings, in addition to any other legal remedies that may be available. Contractor acknowledges and agrees that the covenants contained herein are necessary for the protection of the legitimate business interest of County and are reasonable in scope and content.
- D. Contractor in providing all services hereunder agrees to abide by the provisions of any applicable Federal or State Data Privacy Act.
- E. Contractor expressly acknowledges that County is subject to the Texas Public Information Act, TEX. GOV'T CODE ANN. §§ 552.001 et seq., as amended, and notwithstanding any provision in the Agreement to the contrary, County will make any information related to the Agreement, or otherwise, available to third parties in accordance with the Texas Public Information Act. Any proprietary or confidential information marked as such provided to County by Contractor shall not be disclosed to any third party, except as directed by the Texas Attorney General in response to a request for such under the Texas Public Information Act, which provides for notice to the owner of such marked information and the opportunity for the owner of such information to notify the Attorney General of the

reasons why such information should not be disclosed. The terms and conditions of the Agreement are not proprietary or confidential information.

**Section 13. Independent Contractor**

- A. In the performance of work or services hereunder, Contractor shall be deemed an independent contractor, and any of its agents, employees, officers, or volunteers performing work required hereunder shall be deemed solely as employees of Contractor or, where permitted, of its subcontractors.
- B. Contractor and its agents, employees, officers, or volunteers shall not, by performing work pursuant to this Agreement, be deemed to be employees, agents, or servants of County and shall not be entitled to any of the privileges or benefits of County employment.

**Section 14. Notices**

- A. Each party giving any notice or making any request, demand, or other communication (each, a "Notice") pursuant to this Agreement shall do so in writing and shall use one of the following methods of delivery, each of which, for purposes of this Agreement, is a writing: personal delivery, registered or certified mail (in each case, return receipt requested and postage prepaid), or nationally recognized overnight courier (with all fees prepaid).
- B. Each party giving a Notice shall address the Notice to the receiving party at the address listed below or to another address designated by a party in a Notice pursuant to this Section:

County: Fort Bend County  
Attn: County Judge  
401 Jackson, 1<sup>st</sup> Floor  
Richmond, Texas 77469

With a copy to: Fort Bend County  
Attn: Fort Bend County Libraries  
1003 Golfview Drive  
Richmond, Texas 77469

Contractor: Library Interiors of Texas, LLC  
3503 Wild Cherry Drive, Ste. 4  
Lakeway, Texas 78738-1822

- C. Notice is effective only if the party giving or making the Notice has complied with subsections 14(A) and 14(B) and if the addressee has received the Notice. A Notice is deemed received as follows:

1. If the Notice is delivered in person, or sent by registered or certified mail or a nationally recognized overnight courier, upon receipt as indicated by the date on the signed receipt.
2. If the addressee rejects or otherwise refuses to accept the Notice, or if the Notice cannot be delivered because of a change in address for which no Notice was given, then upon the rejection, refusal, or inability to deliver.

**Section 15. Compliance with Laws**

Contractor shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any matter affecting the performance of this Agreement, including, without limitation, Worker's Compensation laws, minimum and maximum salary and wage statutes and regulations, licensing laws and regulations. When required by County, Contractor shall furnish County with certification of compliance with said laws, statutes, ordinances, rules, regulations, orders, and decrees above specified.

**Section 16. Performance Warranty**

- A. Contractor warrants to County that Contractor has the skill and knowledge ordinarily possessed by well-informed members of its trade or profession practicing in the greater Houston metropolitan area and Contractor will apply that skill and knowledge with care and diligence to ensure that the Services provided hereunder will be performed and delivered in accordance with the highest professional standards.
- B. Contractor warrants to County that the Services will be free from material errors and will materially conform to all requirements and specifications contained in the attached Exhibit A.

**Section 17. Assignment and Delegation**

- A. Neither party may assign any of its rights under this Agreement, except with the prior written consent of the other party. That party shall not unreasonably withhold its consent. All assignments of rights by Contractor are prohibited under this subsection, whether they are voluntarily or involuntarily, without first obtaining written consent from County.
- B. Neither party may delegate any performance under this Agreement.
- C. Any purported assignment of rights or delegation of performance in violation of this Section is void.

**Section 18. Applicable Law**

The laws of the State of Texas govern all disputes arising out of or relating to this Agreement. The parties hereto acknowledge that venue is proper in Fort Bend County, Texas,

for all legal actions or proceedings arising out of or relating to this Agreement and waive the right to sue or be sued elsewhere. Nothing in the Agreement shall be construed to waive the County's sovereign immunity.

**Section 19. Successors and Assigns**

County and Contractor bind themselves and their successors, executors, administrators and assigns to the other party of this Agreement and to the successors, executors, administrators and assigns of the other party, in respect to all covenants of this Agreement.

**Section 20. Third Party Beneficiaries**

This Agreement does not confer any enforceable rights or remedies upon any person other than the parties.

**Section 21. Severability**

If any provision of this Agreement is determined to be invalid, illegal, or unenforceable, the remaining provisions remain in full force, if the essential terms and conditions of this Agreement for each party remain valid, binding, and enforceable.

**Section 22. Publicity**

Contact with citizens of Fort Bend County, media outlets, or governmental agencies shall be the sole responsibility of County. Under no circumstances whatsoever, shall Contractor release any material or information developed or received in the performance of the Services hereunder without the express written permission of County, except where required to do so by law.

**Section 23. Captions**

The section captions used in this Agreement are for convenience of reference only and do not affect the interpretation or construction of this Agreement.

**Section 24. Conflict**

In the event there is a conflict between this Agreement and the attached exhibit, this Agreement controls.

**Section 25. Certain State Law Requirements for Contracts** For purposes of section 2252.152, 2271.002, and 2274.002, Texas Government Code, as amended, Contractor hereby verifies that Contractor and any parent company, wholly owned subsidiary, majority-owned subsidiary, and affiliate:

- A. Unless affirmatively declared by the United States government to be excluded from its federal sanctions regime relating to Sudan or Iran or any federal sanctions regime relating to a foreign terrorist organization, is not identified on a list prepared and maintained by

the Texas Comptroller of Public Accounts under Section 806.051, 807.051, or 2252.153 of the Texas Government Code.

- B. If employing ten (10) or more full-time employees and this Agreement has a value of \$100,000.00 or more, Contractor does not boycott Israel and is authorized to agree in such contracts not to boycott Israel during the term of such contracts. "Boycott Israel" has the meaning provided in section 808.001 of the Texas Government Code.
- C. If employing ten (10) or more full-time employees and this Agreement has a value of \$100,000.00 or more, Contractor does not boycott energy companies and is authorized to agree in such contracts not to boycott energy companies during the term of such contracts. "Boycott energy company" has the meaning provided in section 809.001 of the Texas Government Code.
- D. If employing ten (10) or more full-time employees and this Agreement has a value of \$100,000.00 or more, Contractor does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and is authorized to agree in such contracts not to discriminate against a firearm entity or firearm trade association during the term of such contracts. "Discriminate against a firearm entity or firearm trade association" has the meaning provided in section 2274.001(3) of the Texas Government Code. "Firearm entity" and "firearm trade association" have the meanings provided in section 2274.001(6) and (7) of the Texas Government Code.

**Section 26. Human Trafficking**

BY ACCEPTANCE OF CONTRACT, CONTRACTOR ACKNOWLEDGES THAT FORT BEND COUNTY IS OPPOSED TO HUMAN TRAFFICKING AND THAT NO COUNTY FUNDS WILL BE USED IN SUPPORT OF SERVICES OR ACTIVITIES THAT VIOLATE HUMAN TRAFFICKING LAWS

**Section 27. Entire Agreement**

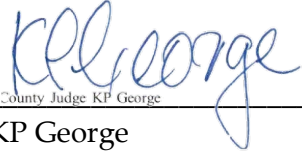
This executed instrument is understood and intended to be the final expression of the parties' agreement and is a complete and exclusive statement of the terms and conditions with respect thereto, superseding all prior agreements or representations, oral or written, and all other communication between the parties relating to the subject matter of this agreement. Any oral representations or modifications concerning this instrument shall be of no force or effect excepting a subsequent modification in writing signed by all the parties hereto.

*{Remainder of page intentionally left blank}*

*{Execution page to follow}*

IN WITNESS WHEREOF, the parties hereto have signed or have caused their respective names to be signed to multiple counterparts to be effective on the 13th day of September, 2022.

**FORT BEND COUNTY**

  
\_\_\_\_\_  
County Judge KP George  
KP George  
County Judge



ATTEST:

  
\_\_\_\_\_  
Laura Richard, County Clerk

September 13, 2022  
\_\_\_\_\_  
Date

**LIBRARY INTERIORS OF TEXAS, LLC**

  
\_\_\_\_\_  
Authorized Agent- Signature

Trevor Taylor  
\_\_\_\_\_  
Authorized Agent- Printed Name

President  
\_\_\_\_\_  
Title

September 1, 2022  
\_\_\_\_\_  
Date

**AUDITOR'S CERTIFICATE**

I hereby certify that funds in the amount of \$ 642,571.68 are available to pay the obligation of Fort Bend County within the foregoing Agreement.

  
\_\_\_\_\_  
Robert Ed Sturdivant, County Auditor

EXHIBIT A: Library Interiors of Texas, LLC Quotation No. Q2670 and Quote No. Q2684-REV

i:\agreements\2022 agreements\library\library interiors of texas, llc (22-lib-101209)\agreement for furniture.fulshear library (kcj - 08.23.2022)

# EXHIBIT A

REQ # 215891

Quotation No. Q2670



Bill To: LIBRARY INTERIORS OF TEXAS, LLC  
3503 Wild Cherry Dr, Bldg 4  
Lakeway, TX 78738  
P. 888-689-5489 (LITX)  
F. 888-690-5489 (LITX)

Bill-to: Fort Bend County Libraries  
1001 Golfview Drive  
Richmond, TX 77469

Contact: John Harold

Issued By: Patrick Feist

Ship-to: Fort Bend County Libraries  
1001 Golfview Drive  
Richmond, TX 77469

Contact: John Harold

Library Interiors - TX Project ID: Q2670

Date: 7.25.2022

Vendor Contract #: 19/033MJ-16

Item	Colors/Finishes	Quantity	Part #	Description	Unit List	Ext List	Disc	Unit Net	Ext Net
<b>Choice Partners - Furniture, Fixtures, Equipment (FFE) and Related Items: Contract Number 19/033MJ-16 - May 15, 2019 /4</b>					\$	\$	%	\$	\$
Item 1	Custom Stain on Rift Cut Oak TBD Standard HPL Top Indian Premium Black Toekick	1	CUSTOM	Worden Youth Desk per Modified Mission Bend Specifications	30,150.00	30,150.00	42%	17,487.00	17,487.00
Item 2	Custom Stain on Rift Cut Oak Indian Premium Black Top Indian Premium Black Toekick	1	CUSTOM	Worden Circulation Desk per Modified Mission Bend Specifications	85,250.00	85,250.00	42%	49,445.00	49,445.00
Item 3	Custom Stain on Rift Cut Oak TBD Standard HPL Top Indian Premium Black Toekick	1	CUSTOM	Worden Reference Desk per Modified Mission Bend Specifications	50,650.00	50,650.00	42%	29,377.00	29,377.00
								<b>Product Total:</b>	<b>\$96,309.00</b>
								Freight:	5,600.00
								Installation:	9,125.00
<b>This Quote is Valid for 30 Days from Date of Issue, after which Re-Quoting may be Required.</b>								<b>Total, supplied and delivered:</b>	<b>\$111,034.00</b>



Library Interiors of Texas, LLC. standard terms and conditions of sale apply.



REQ # 215862

Quote No. Q2684-REV



LIBRARY INTERIORS OF TEXAS, LLC  
 3503 Wild Cherry Drive, Building 4  
 Lakeway, TX, 78738  
 P: 888-689-5489 (LITX)  
 F: 888-690-5489 (LITX)

Bill-to Fort Bend County Libraries  
 1001 Golfview Drive  
 Richmond, TX 77469

Contact: John Harold

Project ID: Q2684-REV

Date: 7.25.2022

Vendor Contract #: 19/033MJ-16

Issued By: Patrick Feist

Ship-to: Fort Bend County Libraries  
 1001 Golfview Drive  
 Richmond, TX 77469

Contact: John Harold

Item #	Colors/Finishes	Tag	Quantity	Description	Unit List	Ext List	Disc	Unit Net	Ext Net
<b>Choice Partners - Furniture, Fixtures, Equipment (FFE) and Related Items: Contract Number 19/033MJ-16 - May 15, 2019 / 4</b>					\$	\$	%	\$	\$
<b>Children's Librarian (111)</b>									
Item 1	Autumn White	SH1	1	Estey Welded Frame Single-Face 78"H Shelving per Mission Bend TYP.	1,239.41	1,239.41	55%	557.74	557.74
Item 2	Autumn White	SEP1	2	Estey Welded Frame Single-Face 78"H Steel End Panel per Mission Bend TYP.	346.57	693.14	55%	155.96	311.91
<b>Children's Workroom (112)</b>									
Item 3	Autumn White	SH2	9	Estey Welded Frame Single-Face 90"H Shelving per Mission Bend TYP.	1,384.69	12,462.19	55%	623.11	5,607.98
Item 4	Autumn White	SEP2	6	Estey Welded Frame Single-Face 90"H Steel End Panel per Mission Bend TYP.	387.71	2,326.28	55%	174.47	1,046.82
<b>Friend's Book Sale (Outside Elev 114)</b>									
Item 5	Autumn White	SH1	5	Estey Welded Frame Single-Face 78"H Shelving per Mission Bend TYP.	1,239.41	6,197.07	55%	557.74	2,788.68
<b>Youth Reference Desk (116)</b>									
Item 6	Autumn White	SH3	6	Estey Welded Frame Single-Face 42"H Shelving per Mission Bend TYP.	737.45	4,424.67	55%	331.85	1,991.10
Item 7	TBD Stain to Match Rift Cut Red Oak	EP1	2	Worden End Panel for Single-Face Shelving per Mission Bend TYP. 42"h x 13"w	705.10	1,410.20	42%	408.96	817.92
Item 8	TBD Standard HPL Rift Cut Red Oak	CT1	1	Worden Canopy Top for Single-Face Shelving per Mission Bend TYP. 216"l x 13"w	1,904.10	1,904.10	42%	1,104.38	1,104.38
<b>Picture Books (117)</b>									
Item 9	Autumn White	SH4	15	Estey Welded Frame Double-Face Divider 42"H Shelving per Mission Bend TYP.	1,310.94	19,664.15	55%	589.92	8,848.87



Library Interiors of Texas, LLC. standard terms and conditions of sale apply.



Quote No. Q2684-REV

Item #	Colors/Finishes	Tag	Quantity	Description	Unit List	Ext List	Disc	Unit Net	Ext Net
<b>Choice Partners - Furniture, Fixtures, Equipment (FFE) and Related Items: Contract Number 19/033MJ-18 - May 15, 2019 / 4</b>					\$	\$	%	\$	\$
Item 10	TBD Stain to Match Rift Cut Red Oak	EP2	8	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 42"h x 25"w	1,100.00	8,800.00	42%	638.00	5,104.00
Item 11	TBD Standard HPL Rift Cut Red Oak	CT2	3	Worden Canopy Top for Double-Face Shelving per Mission Bend TYP. 144"l x 25"w	2,256.10	6,768.30	42%	1,308.54	3,925.61
Item 12	TBD Standard HPL Rift Cut Red Oak	CT3	1	Worden Canopy Top for Double-Face Shelving per Mission Bend TYP. 108"l x 25"w	1,824.90	1,824.90	42%	1,058.44	1,058.44
<b>Juvenile Easy Reader (117 Wall)</b>									
Item 13	Autumn White	SH5	18	Estey Welded Frame Single-Face Divider 42"H Shelving per Mission Bend TYP.	806.44	14,515.96	55%	362.90	6,532.18
Item 14	TBD Stain to Match Rift Cut Red Oak	EP1	4	Worden End Panel for Single-Face Shelving per Mission Bend TYP. 42"h x 13"w	705.10	2,820.40	42%	408.96	1,635.83
Item 15	TBD Standard HPL Rift Cut Red Oak	CT4	2	Worden Canopy Top for Single-Face Shelving per Mission Bend TYP. 324"l x 13"w	2,657.60	5,315.20	42%	1,541.41	3,082.82
<b>Parenting, Mag, Storykit/Juvenile Fiction (118A)</b>									
Item 16	Autumn White	SH6-A	2	Estey Welded Frame Double-Face w/Periodical 66"H Shelving per Mission Bend TYP.	1,790.12	3,580.25	55%	805.56	1,611.11
Item 17	Autumn White	SH6-B	2	Estey Welded Frame Double-Face w/Hanging Bar 66"H Shelving per Mission Bend TYP.	1,315.69	2,631.38	55%	592.06	1,184.12
Item 18	TBD Stain to Match Rift Cut Red Oak	EP3	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66"h x 25"w	1,519.10	3,038.20	42%	881.08	1,762.16
<b>Juvenile Fiction (118A)</b>									
Item 19	Autumn White	SH7	12	Estey Welded Frame Double-Face 66"H Shelving per Mission Bend TYP.	1,345.13	16,141.50	55%	605.31	7,263.68
Item 20	TBD Stain to Match Rift Cut Red Oak	EP3	6	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66"h x 25"w	1,519.10	9,114.60	42%	881.08	5,286.47
<b>Juvenile Paperback (118A)</b>									
Item 21	Autumn White	SH8	4	Estey Welded Frame Double-Face Divider 66"H Shelving per Mission Bend TYP.	1,984.46	7,937.82	55%	893.00	3,572.02
Item 22	TBD Stain to Match Rift Cut Red Oak	EP4	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66" x 25"w	1,317.80	2,635.60	42%	764.32	1,528.65
<b>Audiovisual (118B)</b>									
Item 23	Autumn White	SH9	8	Estey Welded Frame Double-Face AV 66"H Shelving per Mission Bend TYP.	2,002.81	16,022.50	55%	901.27	7,210.12



Quote No. Q2684-REV

Item #	Colors/Finishes	Tag	Quantity	Description	Unit List	Ext List	Disc	Unit Net	Ext Net
<b>Choice Partners - Furniture, Fixtures, Equipment (FFE) and Related Items: Contract Number 19/033MJ-18 - May 15, 2019 / 4</b>					\$	\$	%	\$	\$
Item 24	TBD Stain to Match Rift Cut Red Oak	EP4	4	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66"h x 25"w	1,317.80	5,271.20	42%	764.32	3,057.30
<b>Juvenile Non-Fiction (119)</b>									
Item 25	Autumn White	SH7	48	Estey Welded Frame Double-Face 66"H Shelving per Mission Bend TYP.	1,345.13	64,566.00	55%	605.31	29,054.70
Item 26	TBD Stain to Match Rift Cut Red Oak	EP3	12	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66"h x 25"w	1,519.10	18,229.20	42%	881.08	10,572.94
<b>Middle Grade Paperback (119)</b>									
Item 27	Autumn White	SH8	8	Estey Welded Frame Double-Face Divider 66"H Shelving per Mission Bend TYP.	1,984.46	15,875.64	55%	893.00	7,144.04
Item 28	TBD Stain to Match Rift Cut Red Oak	EP4	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66"h x 25"w	1,317.80	2,635.60	42%	764.32	1,528.65
Item 29	Autumn White	SH7	8	Estey Welded Frame Double-Face 66"H Shelving per Mission Bend TYP.	1,345.13	10,761.00	55%	605.31	4,842.45
Item 30	TBD Stain to Match Rift Cut Red Oak	EP3	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66"h x 25"w	1,519.10	3,038.20	42%	881.08	1,762.16
<b>Collections (119)</b>									
Item 31	Autumn White	SH7	5	Estey Welded Frame Double-Face 66"H Shelving per Mission Bend TYP.	1,345.13	6,725.63	55%	605.31	3,026.53
Item 32	TBD Stain to Match Rift Cut Red Oak	EP3	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66"h x 25"w	1,519.10	3,038.20	42%	881.08	1,762.16
<b>AV/Periodicals (119)</b>									
Item 33	Autumn White	SH10	5	Estey Welded Frame Double-Face AV/ Flat 66"H Shelving per Mission Bend TYP.	1,919.89	9,599.45	55%	863.95	4,319.75
Item 34	TBD Stain to Match Rift Cut Red Oak	EP5	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 66"h x 25"w	1,364.00	2,728.00	42%	791.12	1,582.24
<b>Patron Holds (119.1)</b>									
Item 35	Autumn White	SH11	5	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	9,612.11	55%	865.09	4,325.45
Item 36	TBD Stain to Match Rift Cut Red Oak	EP6	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	3,473.80	42%	1,007.40	2,014.80
<b>MISC SF (119 Wall)</b>									



Quote No. Q2684-REV

Item #	Colors/Finishes	Tag	Quantity	Description	Unit List	Ext List	Disc	Unit Net	Ext Net
<b>Choice Partners - Furniture, Fixtures, Equipment (FFE) and Related Items: Contract Number 19/033MJ-16 - May 15, 2019 / 4</b>					\$	\$	%	\$	\$
Item 37	Autumn White	SH12	3	Estey Welded Frame Single-Face 48"H Shelving per Mission Bend TYP.	843.16	2,529.47	55%	379.42	1,138.26
Item 38	TBD Stain to Match Rift Cut Red Oak	EP7	2	Worden End Panel for Single-Face Shelving per Mission Bend TYP. 48"h x 13"w	761.20	1,522.40	42%	441.50	882.99
<b>Middle Grade Magazines (119 Wall)</b>									
Item 39	Autumn White	SH13	3	Estey Welded Frame Single-Face 48"H Shelving per Mission Bend TYP.	1,261.89	3,785.66	55%	567.85	1,703.55
Item 40	TBD Stain to Match Rift Cut Red Oak	EP7	2	Worden End Panel for Single-Face Shelving per Mission Bend TYP. 48"h x 13"w	761.20	1,522.40	42%	441.50	882.99
<b>Middle Grade Display (119.1 Wall)</b>									
Item 41	Autumn White	SH12	3	Estey Welded Frame Single-Face 48"H Shelving per Mission Bend TYP.	843.16	2,529.47	55%	379.42	1,138.26
Item 42	TBD Stain to Match Rift Cut Red Oak	EP7	2	Worden End Panel for Single-Face Shelving per Mission Bend TYP. 48"h x 13"w	761.20	1,522.40	42%	441.50	882.99
<b>Middle Grade Display Tall (119.1 Wall)</b>									
Item 43	Autumn White	SH1	5	Estey Welded Frame Single-Face 78"H Shelving per Mission Bend TYP.	1,239.41	6,197.07	55%	557.74	2,788.68
Item 44	TBD Stain to Match Rift Cut Red Oak	EP6	2	Worden End Panel for Single-Face Shelving per Mission Bend TYP. 78"h x 13"w	1,736.90	3,473.80	42%	1,007.40	2,014.80
<b>Branch Manager (131)</b>									
Item 45	Autumn White	SH1	1	Estey Welded Frame Single-Face 78"H Shelving per Mission Bend TYP.	1,239.41	1,239.41	55%	557.74	557.74
Item 46	Autumn White	SEP1	2	Estey Welded Frame Single-Face 78"H Steel End Panel per Mission Bend TYP.	346.57	693.14	55%	155.96	311.91
<b>Circulation Manager (131)</b>									
Item 47	Autumn White	SH1	1	Estey Welded Frame Single-Face 78"H Shelving per Mission Bend TYP.	1,239.41	1,239.41	55%	557.74	557.74
Item 48	Autumn White	SEP1	2	Estey Welded Frame Single-Face 78"H Steel End Panel per Mission Bend TYP.	346.57	693.14	55%	155.96	311.91
<b>Workroom (133)</b>									
Item 49	Autumn White	SH2	8	Estey Welded Frame Single-Face 90"H Shelving per Mission Bend TYP.	1,384.69	11,077.50	55%	623.11	4,984.88



Quote No. Q2684-REV

Item #	Colors/Finishes	Tag	Quantity	Description	Unit List	Ext List	Disc	Unit Net	Ext Net
<b>Choice Partners - Furniture, Fixtures, Equipment (FFE) and Related Items: Contract Number 19/033M-J-16 - May 15, 2019 / 4</b>					\$	\$	%	\$	\$
Item 50	Autumn White	SEP2	2	Estey Welded Frame Single-Face 90"H Steel End Panel per Mission Bend TYP.	387.71	775.43	55%	174.47	348.94
<b>Friends Room (135)</b>									
Item 51	Autumn White	SH2	5	Estey Welded Frame Single-Face 90"H Shelving per Mission Bend TYP.	1,384.69	6,923.44	55%	623.11	3,115.55
Item 52	Autumn White	SEP2	6	Estey Welded Frame Single-Face 90"H Steel End Panel per Mission Bend TYP.	387.71	2,326.28	55%	174.47	1,046.82
Item 53	Autumn White	SH14	3	Estey Welded Frame Double-Face 90"H Shelving per Mission Bend TYP.	2,172.14	6,516.42	55%	977.46	2,932.39
Item 54	Autumn White	SEP3	2	Estey Welded Frame Double-Face 90"H Steel End Panel per Mission Bend TYP.	713.71	1,427.42	55%	321.17	642.34
<b>Reference Desk (210)</b>									
Item 55	Autumn White	SH15	6	Estey Welded Frame Single-Face 42"H Shelving per Mission Bend TYP.	803.59	4,821.56	55%	361.62	2,169.70
Item 56	TBD Stain to Match Rift Cut Red Oak	EP8	2	Worden End Panel for Single-Face Shelving per Mission Bend TYP. 42"h x 13"w	696.30	1,392.60	42%	403.85	807.71
<b>Adult Non-Fiction (212)</b>									
Item 57	Autumn White	SH11	82	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	157,638.52	55%	865.09	70,937.33
Item 58	TBD Stain to Match Rift Cut Red Oak	EP6	26	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	45,159.40	42%	1,007.40	26,192.45
<b>World Language (217)</b>									
Item 59	Autumn White	SH11	14	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	26,913.89	55%	865.09	12,111.25
Item 60	TBD Stain to Match Rift Cut Red Oak	EP6	8	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	13,895.20	42%	1,007.40	8,059.22
<b>Periodicals (217)</b>									
Item 61	Autumn White	SH16	8	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	2,600.36	20,802.91	55%	1,170.16	9,361.31
Item 62	TBD Stain to Match Rift Cut Red Oak	EP6	4	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	6,947.60	42%	1,007.40	4,029.61
<b>LESL/TEST (217)</b>									



Library Interiors of Texas, LLC. standard terms and conditions of sale apply.



Quote No. Q2684-REV

Item #	Colors/Finishes	Tag	Quantity	Description	Unit List	Ext. List	Disc	Unit Net	Ext. Net
<b>Choice Partners - Furniture, Fixtures, Equipment (FFE) and Related Items: Contract Number 19/033MJ-16 - May 15, 2019 / 4</b>					\$	\$	%	\$	\$
Item 63	Autumn White	SH11	4	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	7,689.68	55%	865.09	3,460.36
Item 64	TBD Stain to Match Rift Cut Red Oak	EP6	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	3,473.80	42%	1,007.40	2,014.80
<b>Reference (217)</b>									
Item 65	Autumn White	SH11	4	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	7,689.68	55%	865.09	3,460.36
Item 66	TBD Stain to Match Rift Cut Red Oak	EP6	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	3,473.80	42%	1,007.40	2,014.80
<b>Audiovisual (218)</b>									
Item 67	Autumn White	SH17	18	Estey Welded Frame Double-Face AV 78"H Shelving per Mission Bend TYP.	2,155.37	38,796.57	55%	969.91	17,458.46
Item 68	TBD Stain to Match Rift Cut Red Oak	EP9	6	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,502.60	9,015.60	42%	871.51	5,229.05
<b>Graphic Novels (220A)</b>									
Item 69	Autumn White	SH18	9	Estey Welded Frame Double-Face Divider 78"H Shelving per Mission Bend TYP.	2,437.05	21,933.45	55%	1,096.67	9,870.05
Item 70	TBD Stain to Match Rift Cut Red Oak	EP6	6	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	10,421.40	42%	1,007.40	6,044.41
<b>Young Adult (220A)</b>									
Item 71	Autumn White	SH11	18	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	34,603.58	55%	865.09	15,571.61
Item 72	TBD Stain to Match Rift Cut Red Oak	EP6	6	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	10,421.40	42%	1,007.40	6,044.41
<b>Fiction (220B)</b>									
Item 73	Autumn White	SH11	69	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	132,647.05	55%	865.09	59,691.17
Item 74	TBD Stain to Match Rift Cut Red Oak	EP6	14	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	24,316.60	42%	1,007.40	14,103.63
<b>Fiction and School Reading/Classics (220B)</b>									
Item 75	Autumn White	SH11	7	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	13,456.95	55%	865.09	6,055.63



Library Interiors of Texas, LLC. standard terms and conditions of sale apply.



Quote No. Q2684-REV

Item #	Colors/ Finishes	Tag	Quantity	Description	Unit List	Ext. List	Disc	Unit Net	Ext Net	
<b>Choice Partners - Furniture, Fixtures, Equipment (FFE) and Related Items: Contract Number 19/033MJ-16 - May 15, 2019 / 4</b>					\$	\$	%	\$	\$	
Item 76	TBD Stain to Match Rift Cut Red Oak	EP6	2	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	3,473.80	42%	1,007.40	2,014.80	
<b>Large Print (2208)</b>										
Item 77	Autumn White	SH11	14	Estey Welded Frame Double-Face 78"H Shelving per Mission Bend TYP.	1,922.42	26,913.89	55%	865.09	12,111.25	
Item 78	TBD Stain to Match Rift Cut Red Oak	EP6	4	Worden End Panel for Double-Face Shelving per Mission Bend TYP. 78"h x 25"w	1,736.90	6,947.60	42%	1,007.40	4,029.61	
<b>Adult Work (235)</b>										
Item 79	Autumn White	SH2	8	Estey Welded Frame Single-Face 90"H Shelving per Mission Bend TYP.	1,384.69	11,077.50	55%	623.11	4,984.88	
Item 80	Autumn White	SEP2	2	Estey Welded Frame Single-Face 90"H Steel End Panel per Mission Bend TYP.	387.71	775.43	55%	174.47	348.94	
<b>Office (236)</b>										
Item 81	Autumn White	SH1	2	Estey Welded Frame Single-Face 78"H Shelving per Mission Bend TYP.	1,239.41	2,478.83	55%	557.74	1,115.47	
Item 82	Autumn White	SEP1	2	Estey Welded Frame Single-Face 78"H Steel End Panel per Mission Bend TYP.	346.57	693.14	55%	155.96	311.91	
<b>Early Childhood Computers</b>										
Item 83	TBD Stain to Match Red Oak	N/A	10	Jasper Chair Taylor Backless Stool (Substitute for Discontinued Style)	302.50	3,025.00	40%	181.50	1,815.00	
					<b>Total List:</b>	<u>1,013,912.48</u>		<b>Total Product Net:</b>	<u>486,487.68</u>	
								Freight & Delivery:	16,300.00	
								Installation:	28,750.00	
								<b>Total, Supplied, Delivered and Installed:</b>	<u>\$531,537.68</u>	

This Quote is Valid for 30 Days from Date of Issue, after which Re-Quoting may be Required.



# Library Interiors of Texas

**Contract Category:** Furniture, Fixtures, Equipment (FFE) and Related Items

**Contract Number:** 19/033MJ-16

**Contract Terms:**

**Initial Award Date:** May 15, 2019

**1<sup>st</sup> Renewal Start Date:** May 15, 2020

**2<sup>nd</sup> Renewal Start Date:** May 15, 2021

**3<sup>rd</sup> Renewal Start Date:** May 15, 2022

**Current Expiration Date:** May 14, 2023

**Renewals Remaining:** 0

**CP Contract Manager:**

**Monique Francis**

[monique@choicepartners.org](mailto:monique@choicepartners.org)

713-316-4259

**Contract Partner:** Library Interiors of Texas

**Contract Partner Web Site:**

<http://www.libraryinteriorsoftexas.com>

**Approved Market Area:** National

**APPROVED PRODUCT OR SERVICE:**

Furniture, Fixtures, Equipment (FFE) and Related Items

**MWBE/HUB Status:** Certified



**ABOUT THIS PARTNER:**

Uniting domestic favorites with the best of European vendors, we offer one of the most comprehensive portfolios of library furniture and shelving available today.

Library Interiors of Texas offers a cooperative approach to all aspects of furnishing a library from needs assessment through design, procurement of exclusive products, project management, to installation and after sales care. Architects, designers and library professionals can be assured that they will be offered the finest furnishing choices, delivered on time, within budget, and with continuing service.

May 28, 2019

Trevor Taylor, President  
Library Interiors of Texas, LLC  
401 Congress Avenue, Suite 1540  
Austin, Texas 78701

**Subject: Contract Award**

Dear Mr. Taylor:

Congratulations! Harris County Department of Education (HCDE) has awarded **Library Interiors of Texas, LLC** a contract for the following commodity/service, based on the proposal submitted to HCDE Choice Partners on **April 2, 2019**:

**Furniture, Fixtures, Equipment (FFE) and Related Items Contract No. 19/033MJ-16**

The contract is effective **May 15, 2019** and will expire on **May 14, 2020**. The contract may be renewed annually for up to **three (3)** additional years, if mutually agreed to by Choice Partners and **Library Interiors of Texas, LLC**.

Your contract manager, Monique Joseph, will contact you in the next few weeks and set up an appointment to discuss the contract details and new vendor orientation. The partnership between **Library Interiors of Texas, LLC** and Choice Partners should be mutually beneficial for us, as well as our participating agencies.

A press release announcing the awards made this month is posted both at [www.choicepartners.org](http://www.choicepartners.org) and at [www.hcde-texas.org](http://www.hcde-texas.org). Your contract manager will send you the Choice Partners seal to add to your website and marketing materials, and will request additional information so we can accurately describe your company on our website.

If you have any questions or concerns in the meantime, please feel free to call us at the office at 713-696-2122.

Sincerely,



Jeff Drury, Director  
Choice Partners  
A division of Harris County Department of Education

Enclosure: Signed Contract Page



# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY  
 CERTIFICATION OF FILING**

**Certificate Number:**  
 2022-930035

**Date Filed:**  
 09/06/2022

**Date Acknowledged:**  
 09/13/2022

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**  
 Library Interiors of Texas, LLC  
 Lakeway, TX United States

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**  
 Fort Bend County

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**  
 FBC Contract 22-Lib-101209  
 Various shelving and panels for the New Fulshear Library

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Michael, Taylor	Lakeway, TX United States	X	
	Trevor, Taylor	Austin, TX United States	X	
	Moira, Taylor	Austin, TX United States	X	

**5 Check only if there is NO Interested Party.**

**6 UNSWORN DECLARATION**

My name is \_\_\_\_\_, and my date of birth is \_\_\_\_\_.

My address is \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(month) (year)

\_\_\_\_\_  
 Signature of authorized agent of contracting business entity  
 (Declarant)