



**BREAKTHROUGH
CONNECTIONS**

HARRIS COUNTY PURCHASING



Instructions

1. Mute mics. Ask questions via the Q&A feature. We will hold all questions to the end after the panelist conclude their presentation.
2. Please complete the survey that will be sent to you at the end of the presentation.

The Program will be starting momentarily

BREAKTHROUGH CONNECTIONS:

Welcome

Angela Freeman
Sr. Director
Corporate Services
**Houston Business
Council**





Angela Freeman
Sr. Director
Corporate Services



Bessy Banegas
Specialist
Corporate Services



Antoine Ferguson
Operations Manager



BREAKTHROUGH CONNECTION WITH HARRIS COUNTY

HARRIS COUNTY OFFICE OF THE PURCHASING AGENT





Kimberly J. Williams
Purchasing Agent
Harris County & Harris Health



Corey Douglas
Director, Purchasing Services
Harris County Purchasing Department



Tiffany Harris
Manager, Compliance
Harris County Purchasing Department



What We Will Cover Today

- **How to Register as a Vendor**
- **How to identify opportunities**
- **Harris County Bidding Process**
- **Harris County Bidding Requirements**
- **MWBE Opportunities**
- **Tips & Hints to Success in the Bidding Process**





**INTRODUCTION TO
HARRIS COUNTY &
HARRIS HEALTH
PURCHASING**

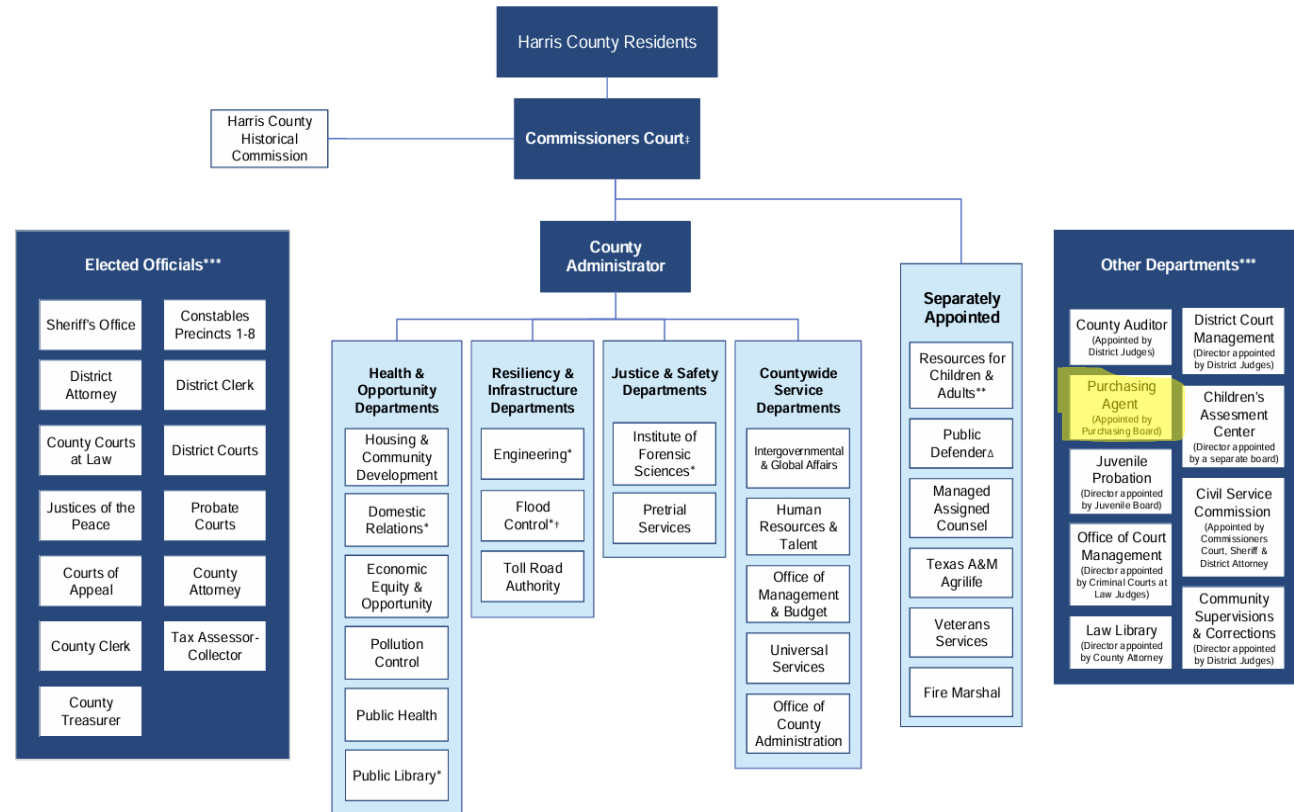
OFFICE OF THE HARRIS COUNTY PURCHASING AGENT



Harris County Countywide Organizational Chart

The Purchasing Agent procures goods and services for:

- Harris County Departments
- Harris County Hospital District dba Harris Health System
- Harris County Flood Control District
- Harris County Toll Road Authority
- Harris County Community Supervision & Corrections Department
- Harris County Resources for Children and Adults
- Juvenile Probation Department
- Greater Harris County 9-1-1 Emergency Network
- The Harris Center for Mental Health and DD



Why Pursue Government Contracts with Harris County?

1. Significant Purchasing Power

Harris County is one of the largest counties in the United States, operating with a multi-billion-dollar annual budget. • The FY2026 adopted county budget is \$2.8 billion, reflecting robust investment in public safety, infrastructure, technology, health services, and community programs.

2. Stable, Long-Term Demand for Goods & Services

County operations—including law enforcement, infrastructure, IT, flood control, and administrative services—require ongoing vendor support. This creates reliable opportunities for qualified suppliers.

3. Commitment to Transparency & Competitive Procurement

Harris County Purchasing operates under structured, open competition designed to ensure fairness, value, and compliance—ideal for vendors seeking predictable, well-managed procurement processes.

4. Major Investment in Public Health via Harris Health System

Vendors also benefit from contracting opportunities with Harris Health, a county supported health system serving millions of patient encounters annually. Harris Health's **FY2026 Approved Operating Budget is \$2.84 billion**, funding hospital operations, clinical services, IT, medical equipment, facilities, and capital projects.

5. Opportunities Across Diverse Categories

From construction and professional services to medical supplies, technology, and operations support—government contracting with Harris County provides wide-ranging opportunities for firms of all sizes, including MWBE suppliers.

HARRIS COUNTY FORMAL & INFORMAL PROCUREMENTS



FORMAL PROCUREMENTS

Formal procurements, also known as competitive or “advertised” procurements, are those purchases **in excess of \$100,000 and subject to the County Purchasing Act and approval of the award by the governing body.** The County Purchasing Act provides the requirements that must be followed by the Purchasing Office when competitive procurement is required under Texas law.

Harris County utilizes the Houston Chronicle as advertisement through general circulation. All Formal Solicitations are also available through the Bonfire Portal. Vendors are encouraged to view the portal for current opportunities, register to be notified of future opportunities, and submit formal responses.

Register at <https://harriscountytexas.com>

VS

INFORMAL PROCUREMENTS

Informal procurements, or “unadvertised” procurements, are the process used by the Purchasing Office when advertised competitive procurement is not required by law. Generally, this process is used for purchases **less than the competitive bid limit of \$100,000 or for purchases utilizing state contracts or cooperatives.**

To contact a Purchasing team member, please visit:

<https://purchasing.harriscountytexas.gov/Contact-Us/Department-Directory>

Vendors are encouraged to e-mail staff and provide a capability statement so that they may be invited to future informal opportunities.

Projects being solicited cooperatively may still appear on Bonfire, although they will not appear in a Newspaper of general circulation.

HARRIS HEALTH FORMAL & INFORMAL PROCUREMENTS



FORMAL PROCUREMENTS

Formal procurements, also known as competitive or “advertised” procurements, are those purchases **in excess of \$250,000 and subject to the County Purchasing Act and approval of the award by the governing body.** The County Purchasing Act provides the requirements that must be followed by the Purchasing Office when competitive procurement is required under Texas law.

Harris County utilizes the Houston Chronicle as advertisement through general circulation. All Formal Solicitations are also available through the Bonfire Portal. Vendors are encouraged to view the portal for current opportunities, register to be notified of future opportunities, and submit formal responses.

Register at <https://harriscountytexas.bonfirehub.com>

VS

INFORMAL PROCUREMENTS

Informal procurements, or “unadvertised” procurements, are the process used by the Purchasing Office when advertised competitive procurement is not required by law. Generally, this process is used for purchases **less than the competitive bid limit of \$250,000 or for purchases utilizing state contracts or cooperatives.**

To contact a Purchasing team member, please visit:

<https://purchasing.harriscountytexas.gov/Contact-Us/Department-Directory>

Vendors are encouraged to e-mail staff and provide a capability statement so that they may be invited to future informal opportunities.

Projects being solicited cooperatively may still appear on Bonfire, although they will not appear in a Newspaper of general circulation.

PROCUREMENT TYPES



Informal Procurements

\$0-\$5,000 – one quote

\$5,001-\$50,000 - two quotes

\$50,001-\$100,000- three quotes

- May be advertised in Bonfire as a Request for Offer (RSO) or through informal quote request

Personal Service Agreement (PSA)

- Utilized when services are provided personally and solely by individual based on established criteria.

Professional Service Agreement (PROSA)

- Utilized when services are provided by a specialized service provider holding a professional license with evaluations based on established criteria—

Competitive Sealed Bids – Invitation to Bid (ITB)

- Formal Procurement
- Awards are based on lowest, most responsive bid that meets requirements

Competitive Sealed Proposals (CSP)

- Formal Procurement
- Construction Services for a facility
- Awards will be made to the highest-ranking vendor based on the selection criteria, with price weighted at 50%

Request for Proposal (RFP)

- Formal Procurement
- Awards will be made to the responsible offeror whose proposal is determined to be the lowest and best evaluated offer, with price and other factors considered

Request for Qualifications (RFSQ)

- Formal Procurement
- Any contract requiring Architectural / Engineering services or other Professional Service as defined by Texas Government Code § 2254.002
- Awards will be made to the most qualified offeror, subject to negotiation of fair and reasonable compensation

M/WBE CLASSIFICATION

BE CERTIFIED WITH ONE OF THE ACCEPTED CERTIFICATIONS

Minority Business Enterprise/Women-Owned Business Enterprise:

- City of Houston (MBE/WBE)
- National Minority Supplier Development Council (NMSDC – MBE)
- **Houston Minority Supplier Development Council (HMSDC - MBE)**
- Women’s Business Enterprise National Council (WBENC – WBE)
- Women’s Business Enterprise Alliance (WBEA - WBE)
- U.S Small Business Administration 8(a) Certification

For more information regarding the
Harris County M/WBE Program visit

<https://deeo.harriscountytexas.gov/Inclusive-Procurements/Supplier-Diversity>

or scan the QR Code



For more information regarding the Harris Health
M/WBE Program visit

<https://www.harrishealth.org/about-us-hh/contractor-diversity-program>

Connect with Us: contractordiversity@harrishealth.org



**GETTING STARTED:
HOW TO REGISTER
AS A VENDOR**

To be considered for Harris County contracting opportunities, all businesses must register as a vendor in Bonfire. There is no cost to register, and the process is open to all interested vendors



- **Centralized Vendor Portal**
 - The Bonfire portal is the official platform for all Harris County advertised solicitations and active project details.
 - <https://harriscountytexas.com/bonfirehub.com/portal/?tab=openOpportunities>
- **Monday 2:00 PM Bid Opening**
 - Public bid openings are held every Monday at 2:00 PM Central — All submissions must be received in Bonfire before the posted closing time; late submissions are not accepted.
- **Comprehensive Project View**
 - Viewing opportunities reveals deadlines, key events, commodity codes, required forms, submission dropboxes, and messaging for Q&A.
- **Fair Vendor Communication**
 - All vendor questions and official responses are conducted through the portal's Messages section to ensure transparency and fairness.

New Vendor Registration In Procurement Portal Harris County



Browser address bar: <https://harriscountytx.bonfirehub.com/portal/?tab=openOpportunities>

Navigation bar: Nitro Sign, Homepage, HR STAR Homepage, Bonfire, Who To Call, Franchise, DIR, HC Employee Link, CPI, NIGP, Form 1295, HC Purchasing Dept., Opentext, Agenda Web Inquiry, Harris County Com...

Portal header: Portal, Log In, Register

Register

Register as a Vendor

Organization Name

First Name Last Name

Email Email (Again)

[Create account »](#)

Looking to submit a request?
[Create a Requester account »](#)

Need Help?
[Contact Euna Procurement Support here »](#)

Procurement Portal Harris County

Open Public Opportunities

Status	Ref. #	Project	Days Left	Action
OPEN	25/0185	ITB - Sprayer Material and	< 1	View Opportunity
OPEN	26/0011	ITB - Promoti for Harris Co	< 1	View Opportunity
OPEN	26/0119	RFSQ - Profe South Mayde Basin for the	< 1	View Opportunity
OPEN	26/0135	ITB - Electio	< 1	View Opportunity
OPEN	26/0145	ITB - Construction of the Meyergrove Stormwater Detention Basin - Phase 2 - for the Harris County Flood Control District (FEMA)	< 1	View Opportunity
OPEN	26/0153	ITB - Large Privacy Pods and Related Items for the Harris County Public Library	< 1	View Opportunity
OPEN	26/0154	ITB - Subdivision Drainage Improvements- Lakeshore for Harris County Precinct 3	< 1	View Opportunity
OPEN	KJ05142026	RFO - Dental Services/Healthcare for the Homeless Program	2	View Opportunity
OPEN	26/0096	RFP - Disaster Recovery Planning for Harris County (CDBG-MIT)	8	View Opportunity
OPEN	26/0136	RFP - Election Management System for Harris County Clerk's Office	8	View Opportunity
OPEN	26/0010	RFSQ - External Audit Services for Harris County, the Harris County Flood Control District, and Related Entities	8	View Opportunity



Commodity Codes & Vendor Matching

Bonfire uses NIGP commodity codes to match vendors with relevant solicitations

During registration, select all codes that accurately describe your company's products and/or services

Vendors may sync to as many commodity codes as necessary

Search for codes directly within Bonfire or at the Texas CPA Commodity Book: <https://commbook.app.cpa.state.tx.us/>

NAVIGATING BONFIRE



Visit the Harris County Bonfire portal at www.harriscountytexas.bonfirehub.com

or Scan the QR code



From the Portal, you can

- Log in or register for a vendor account
- View Open Public Opportunities
- View Past Public Opportunities
- View Public Contracts

A screenshot of the Harris County Procurement Portal. The browser address bar shows "harriscountytexas.bonfirehub.com/portal/?tab=openOpportunities". The page has a header with the Harris County logo, a "Portal" label, and "Log In" and "Register" buttons. The main content area is titled "Procurement Portal Harris County" and has three tabs: "Open Public Opportunities" (selected), "Past Public Opportunities", and "Public Contracts". Below the tabs is a search bar. A table lists five open opportunities with columns for Status, Ref. #, Project, Close Date, Days Left, and Action.

Status	Ref. #	Project	Close Date	Days Left	Action
OPEN	25/0002	RFP - Depository, Outsourced Disbursement/Integrated Payable, and Escrow Services for the District Attorney's Office	Apr 7th 2025, 2:00 PM CDT	6	View Opportunity
OPEN	25/0013	ITB - Accelerometer, Braking and Motion Detection Kits for Harris County Sheriff's Office (Federal Grant)	Apr 7th 2025, 2:00 PM CDT	6	View Opportunity
OPEN	25/0034	CSP - Renovation of Multiple Buildings at the Seabrook Youth Village for Harris County (Estimated Budget - \$9,576,572)	Apr 7th 2025, 2:00 PM CDT	6	View Opportunity
OPEN	25/0063	RFSQ - Professional Primary Care Concessionaire Services for the Access2Health SmartPod for Harris County Precinct 2	Apr 7th 2025, 2:00 PM CDT	6	View Opportunity
OPEN	25/0066	ITB - Concrete Channel Lining Repairs of Spring Branch Creek from Bracher Street to Pech Road for the Harris County Flood Control	Apr 7th 2025, 2:00 PM CDT	6	View Opportunity

BONFIRE/EUNA PROCUREMENT: OPPORTUNITY



25/0242 - ITB - Construction of Sidewalks and Related Items at Various Locations for Harris County Precinct 4



Harris County [Back to list](#)

Project Details

Project: ITB - Construction of Sidewalks and Related Items at Various Locations for Harris County Precinct 4

Ref. #: 25/0242

Type: ITB

Status: OPEN

Open Date: Jul 25th 2025, 11:00 AM CDT

Questions Due Date: Aug 8th 2025, 12:00 PM CDT

Contact Information: Lyndsey Bars, lyndsey.bars@pur.hctx.net

Close Date: Aug 18th 2025, 2:00 PM CDT

Days Left: 8

Project Description:

Construction of Sidewalks and Related Items at Various Locations for Harris County Precinct 4 - UPIN No: 25104MF3T401 (For one (1) year beginning approximately October 1, 2025)

August 2025

[prev](#) [next](#)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
OPEN						
3	4	5	6	7	8	9
OPEN						
		9:...				
10	11	12	13	14	15	16
OPEN						
17	18	19	20	21	22	23
OPEN						
24	25	26	27	28	29	30
31	1	2	3	4	5	6

BONFIRE/EUNA PROCUREMENT: OPPORTUNITY



Important Events:

Status	Event Name	Location	Description	Dates	Mandatory
ONGOING	Open Date	Online Portal	Posting date for the Opportunity	Jul 25th 2025, 11:00 AM CDT	N/A
UPCOMING	Close Date	Online Portal	Deadline for Submissions	Aug 18th 2025, 2:00 PM CDT	N/A
PASSED	Voluntary Pre-Bid Conference	Virtual Teams Meeting	A pre-bid conference is scheduled for August 05, 2025 at 9:30 a.m. CST, local time via Microsoft Teams. Join the meeting now Meeting ID: 281 055 875 065 9 P asscode: W84Dr3GV Or call in (audio only) +1 281-985-1862; 86698300#	Aug 5th 2025, 9:30 AM CDT - Aug 5th 2025, 10:00 AM CDT	No
PASSED	Questions Due Date	Online Portal	Deadline to submit Questions	Aug 8th 2025, 12:00 PM CDT	N/A

Commodity Codes:

- NIGP 912** Construction Services, General (Incl. Maintenance And Repair Services)
- NIGP 913** Construction Services, Heavy (Incl. Maintenance And Repair Services)
- NIGP 91226** Construction, Hike and Bike Trail
- NIGP 91252** Maintenance and Repair, Hike and Bike Trails
- NIGP 91347** Construction, Sidewalk and Driveway, Including Pedestrian and Handicap Ramps
- NIGP 91382** Maintenance and Repair, Sidewalk and Driveway, Including Removal

BONFIRE/EUNA PROCUREMENT:OPPORTUNITY



Supporting Documentation:

Download All Files

Search

File	Type	Description	Date Created	Actions
250242- Sign-in Sheet-Pre Bid Conference.pdf	Other	Document - Pre-Bid Conference Sign In Sheet	Aug 6th 2025, 10:34 AM CDT	Download
Bid Acknowledgement.pdf	Documentation	Bid Acknowledgement	Apr 1st 2021, 6:38 AM CDT	Download
Bid Bond and Bid Check Authorization Form.pdf	Documentation	Bid Bond and Bid Check Authorization Form	Oct 27th 2021, 1:58 PM CDT	Download
Bid Guaranty and Performance.pdf	Documentation	Bid Guaranty and Performance	Jan 10th 2022, 6:58 AM CST	Download
CPI-U Based Price Adjustment Calculations.pdf	Documentation	CPI-U Based Price Adjustment Calculations	Jul 21st 2025, 11:31 AM CDT	Download
Drawings.pdf	Documentation	Drawings	Jul 21st 2025, 11:31 AM CDT	Download
General Conditions for Roads, Bridges & Related Work.pdf	Documentation	General Conditions for Roads, Bridges & Related Work	Jul 21st 2025, 11:31 AM CDT	Download
General Notices, Notes and Information.pdf	Documentation	General Notices, Notes and Information	Jul 23rd 2025, 9:50 AM CDT	Download
Harris County Contractors Safety Record Policy and Questionnaire.pdf	Documentation	Harris County Contractors Safety Record Policy and Questionnaire	Feb 28th 2023, 6:32 PM CST	Download
Harris County General Requirements for Bids.pdf	Documentation	Harris County General Requirements for Bids	Mar 27th 2025, 4:14 PM CDT	Download
Harris County Minimum Insurance Requirements.pdf	Documentation	Harris County Minimum Insurance Requirements	Feb 9th 2021, 9:59 AM CST	Download

BONFIRE/EUNA PROCUREMENT:OPPORTUNITY



Heat Protection Safety Requirement Bid.pdf	Documentation	Heat Protection Safety Requirement	Jul 24th 2024, 12:33 PM CDT	Download
MWBE Goal Participation Information Packet.pdf	Documentation	MWBE Goal Participation Information Packet	Jul 21st 2025, 11:28 AM CDT	Download
MWBE Trucking Procedure Compliance Packet.pdf	Documentation	MWBE Trucking Procedure Compliance Packet	Feb 28th 2025, 8:20 AM CST	Download
MWBE Utilization Plan Commitment Form.pdf	Documentation	MWBE Utilization Plan Commitment Form	Sep 30th 2024, 9:38 AM CDT	Download
Policy for Payment.pdf	Documentation	Policy for Payment	Jun 3rd 2021, 11:09 AM CDT	Download
Q3 - 2025 - Road and Bridge Prevailing Wage Rates.pdf	Documentation	Prevailing Wage Rates, Worker Classification Definitions and Payroll Read more...	Jul 21st 2025, 11:30 AM CDT	Download
Specifications .pdf	Documentation	Specifications	Jul 24th 2025, 11:29 AM CDT	Download
Tax Residence Certification.pdf	Documentation	Tax Residence Certification	Feb 9th 2021, 9:58 AM CST	Download
Workers Compensation Insurance Requirements.pdf	Documentation	Workers Compensation Insurance Requirements	May 10th 2021, 10:16 AM CDT	Download

BONFIRE/EUNA PROCUREMENT: OPPORTUNITY



Requested Information:

Listed below are the documents and information needed to complete your submission:

Name	Type	# Files	Requirement	Instructions	Actions
Estimated Contract Value	Data Type: Number	N/A	REQUIRED		
Bid Bond	Data Type: Yes/No	N/A	REQUIRED		
Bid Check	Data Type: Yes/No	N/A	REQUIRED		
Copy of Bid Bond or Bid Check	File Type: PDF (.pdf)	Multiple	REQUIRED		
Bid Bond and Bid Check Return Authorization Form	File Type: PDF (.pdf)	Multiple	REQUIRED		
Acceptance of General Requirements for Bids	Data Type: Yes/No	N/A	REQUIRED		
Bid Acknowledgement	File Type: PDF (.pdf)	Multiple	REQUIRED		
Tax Residence Certification	File Type: PDF (.pdf)	Multiple	REQUIRED		
Form 1295 Certificate of Interested Parties	File Type: PDF (.pdf)	Multiple	REQUIRED		
Proof of Insurance	File Type: PDF (.pdf)	Multiple	REQUIRED		
Harris County Contractors Safety Record Policy and Questionnaire	File Type: PDF (.pdf)	Multiple	REQUIRED		
MWBE Utilization Plan Commitment Form	File Type: PDF (.pdf)	Multiple	REQUIRED		
Signed Letter of Intent for each MWBE firm specified in the Utilization Plan, and a copy of each MWBE's current Letter of Certification from a state or local government or agency recognized by the County	File Type: PDF (.pdf)	Multiple	REQUIRED		

BONFIRE/EUNA PROCUREMENT: OPPORTUNITY



BidTable (BT-34AD)	BidTable: Excel (.xlsx)	1	REQUIRED	You will need to fill out the provided Response Template for this BidTable.	Download
References (Q-37ER)	Questionnaire: Excel (.xlsx)	1	REQUIRED	You will need to fill out the provided Response Template for this Questionnaire.	Download
Contractor Qualifications (Q-19UX)	Questionnaire: Excel (.xlsx)	1	REQUIRED	You will need to fill out the provided Response Template for this Questionnaire.	Download
Contractor Questionnaire (Q-36FP)	Questionnaire: Excel (.xlsx)	1	REQUIRED	You will need to fill out the provided Response Template for this Questionnaire.	Download

Document Takers

Vendors	# Files	Actions
123 Construction Company	1	View
456 Construction and Engineering Group	1	View
789 Construction LLC	3	View
987 Engineering Co	3	View
654 Contractors LLC	20	View

Submission

Prepare

Prepare Your Submission

Prepare as:

Harris County

Prepare Your Submission

New to Bonfire? Here's a quick overview of the submission process.



***FORMAL PROCUREMENTS CLOSE MONDAYS AT 2 PM CST OF THE POSTED DUE DATE.**

ENGAGING WITH COOPERATIVES



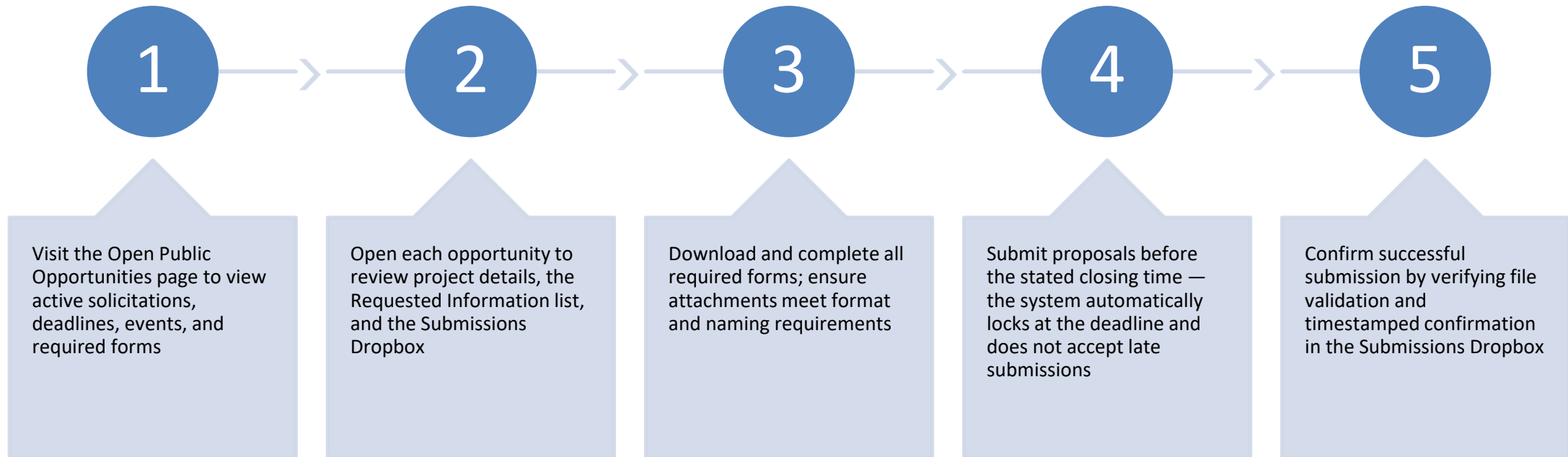
“Cooperative procurement” is defined by NIGP: The Institute for Public Procurement as “the combining of requirements of two or more public procurement entities to leverage the benefits of volume purchases, delivery and supply chain advantages, best practices and the reduction of administrative time and expenses.”

Harris County may choose to utilize cooperative agencies’ awarded contracts for services and/or products necessary. Harris County competitively sources cooperative quotes from awarded vendors to ensure competition of those purchases. Vendors must have an awarded Cooperative contract to participate in Cooperative Opportunities.

Harris County has Interlocal Agreements with the following Cooperative Agencies:

- BuyBoard <https://www.buyboard.com/home.aspx>
- TXMAS <https://comptroller.texas.gov/purchasing/contracts/txmas/>
- Equalis <https://equalisgroup.org/>
- Houston-Galveston Area Council (H-GAC) <https://www.hgacbuy.org/Home>
- Choice Partners <https://www.choicepartners.org/>
- OMNIA <https://www.omniapartners.com/>
- Sourcewell <https://www.sourcewell-mn.gov/>
- Department of Information Technology (DIR) <https://dir.texas.gov/>
- Government Services Administration (Schedule 70 & 84) <https://www.gsa.gov/>
- The Interlocal Purchasing System (TIPS) <https://www.tips-usa.com/>

Bonfire Electronic Bid Guidelines



How to Succeed as a Vendor with Harris County





TIPS FOR STAYING PREPARED TO BID

1. Register your company on Bonfire.
2. Monitor our Bonfire Portal each Friday afternoon to see the latest published projects.
3. Thoroughly examine all necessary project details to fully understand the County's requirements prior to submitting a bid.
4. Submit any questions regarding the open bid via the Messages section for Vendor Discussion on Bonfire.

***DO NOT CALL USING DEPARTMENTS; ALL QUESTIONS MUST BE SUBMITTED TO PURCHASING.**

7. Once you're prepared to respond to an open solicitation, make sure to follow the required steps within Bonfire and verify your files before submitting them.
8. Plan to ensure your submission is submitted on time, as Harris County does not accept late bids!



Harris County Bid Submission Due Dates and Public Bid Openings occur on Mondays at 2:00 PM CST.



Bonding Requirements

The bonding requirements for vendors awarded contracts with Harris County depend on the type and value of the contract, particularly if it is for construction, public works, or facility improvements.

Harris County and all vendors must comply with all applicable State law regarding bonding requirements. Bonding companies used by a contractor must be listed with the Department of the Treasury's Listing of Approved Sureties.

Bid Bonds



Bid Bonds:

- For construction, public works, or facility improvement contracts or subcontracts expected to exceed \$100,000, Harris County shall require the bidder to furnish a good and sufficient bid bond in the amount of five percent of the bid price.
- The bid bond serves as assurance that the bidder will execute the required contractual documents upon acceptance of the bid.
- A bid bond must be executed with a surety company authorized to do business in Texas.

Performance Bonds



Performance Bonds:

- If a project is for a public works contract and the contract is in excess of \$100,000, contractors are required to provide a performance bond for 100 percent of the contract price.
- For public works contracts under the County Purchasing Act, performance bonds are authorized, but not required, for any contract exceeding \$50,000 within 30 days of signing a contract or issuance of a purchase order.
- A performance bond is executed to secure the fulfillment of all the contractor's obligations under the contract.
- It is solely for the protection of Harris County.
- It is conditioned on the faithful performance of the work in accordance with the plans, specifications, and contract documents.
- Texas Government Code Section 2253.021 states that performance bonds must be executed by a corporate surety in accordance with specific provisions of the Texas Insurance Code.

Payment Bonds



Payment Bonds:

- If a project is for a public works contract and the contract is in excess of \$25,000, contractors are required to provide a payment bond.
- The payment bond is solely for the protection and use of payment bond beneficiaries who have a direct contractual relationship with the prime contractor or a subcontractor to supply public work labor or material.
- It is in the entire amount of the contract.
- Such bond must assure payment as required by law for any and all labor and materials incorporated, consumed, or used in connection with the contract.
- For contracts of \$50,000 or less, Harris County may include a provision in the bid notice or request for proposals stating that no money will be paid to the contractor until completion and acceptance of the work.

Minimum Insurance Requirements



During the term of the Contract, the Contractor at its sole expense shall provide primary commercial insurance of such type and with such terms and limits as may be reasonably associated with the Contract. As a minimum, the Contractor shall provide and maintain the following coverage and limits listed on the next slides.

The County reserves the right to require additional insurance if necessary. The Contractor shall furnish evidence of such insurance to the County in the form of unaltered insurance certificates.

If any part of the contract is sublet, **insurance shall be provided by or on behalf of any subcontractor, and shall be sufficient to cover their portion of the contract.** Contractor shall furnish evidence of such insurance to the County as well.

Failure to keep in force the required insurance coverage may result in termination of the contract. Upon request, certified copies of original insurance policies shall be furnished to the County.

Workers Compensation and Employers' Liability



Workers Compensation, as required by the laws of Texas, and **Employers' Liability**, as well as All States, USL&H and other endorsements if applicable to the project, and in accordance with state law.

Employers' Liability

- Each Accident: \$1,000,000
- Disease—Each Employee: \$1,000,000
- Policy Limit: \$1,000,000

Commercial General Liability



Commercial General Liability, including but not limited to the coverage indicated below. Coverage shall not contain any restrictive endorsements nor exclude or limit Products/Completed Operations, Contractual Liability, or Cross Liability. Where exposure exists, the County may require coverage for watercraft, blasting, collapse, explosions, blowout, cratering, underground damage, pollution, or other coverage. Harris County shall be named Additional Insured on primary/non-contributory basis.

- Each Occurrence: \$1,000,000
- Personal and Advertising Injury: \$1,000,000
- Products/Completed Operations: \$1,000,000
- General Aggregate (per project): \$2,000,000

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY)		
<small>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURERS, AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</small>						
<small>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, this policy(ies) must be endorsed. If SUBROGATION is WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</small>						
PRODUCER	NAME PHONE FAX ADDRESS	CONTACT NAME PHONE FAX ADDRESS	TAX ID#			
INSURED	INSURER A INSURER B INSURER C INSURER D INSURER E INSURER F	INSURER(S) AFFORDING COVERAGE	NAIC #			
COVERAGES		CERTIFICATE NUMBER:	REVISION NUMBER:			
<small>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</small>						
TYPE	TYPE OF INSURANCE	FORM	POLICY NUMBER	THRESHOLD (AMOUNT)	REVISION (DATE)	LIMITS
<input type="checkbox"/>	GENERAL LIABILITY					EACH OCCURRENCE \$
<input type="checkbox"/>	COMMERCIAL GENERAL LIABILITY					COVERAGE "B" LIMITED TO \$
<input type="checkbox"/>	CLAIMS-MADE					PERSONAL & ADVERTISING INJURY (per person) \$
<input type="checkbox"/>	OCUR					PERSONAL & ADVERTISING INJURY \$
<input type="checkbox"/>	GEN'L AGGREGATE LIMIT APPLIED PER:					GENERAL AGGREGATE \$
<input type="checkbox"/>	POLICY					PRODUCTS - COMPOUND AGG \$
<input type="checkbox"/>	LOC					EXCESS BODILY INJURY LIMIT \$
<input type="checkbox"/>	PERSONAL LIABILITY					BODILY INJURY (per person) \$
<input type="checkbox"/>	ANY AUTO					BODILY INJURY (per accident) \$
<input type="checkbox"/>	OWNED					PROPERTY DAMAGE \$
<input type="checkbox"/>	AUTO					ADVERTISING INJURY \$
<input type="checkbox"/>	HIRER					ADVERTISING INJURY \$
<input type="checkbox"/>	UMSHELLA LIAB					EACH OCCURRENCE \$
<input type="checkbox"/>	EXCESS LIAB					AGGREGATE \$
<input type="checkbox"/>	DESIGN PROFESSIONAL LIABILITY					DESIGN PROFESSIONAL LIABILITY \$
<input type="checkbox"/>	EMPLOYERS COMPENSATION AND EMPLOYERS LIABILITY					EMPLOYERS COMPENSATION \$
<input type="checkbox"/>	ANY PROFESSIONAL LIABILITY EXCLUSIVE					EMPLOYERS COMPENSATION \$
<input type="checkbox"/>	DESCRIPTION OF OPERATIONS below					E.I. DISEASE - EA EMPLOYEE \$
<input type="checkbox"/>						E.I. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 91, Additional Remarks Schedule, if more space is required)						
CERTIFICATE HOLDER		CANCELLATION				
		<small>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</small>				
		AUTHORIZED REPRESENTATIVE				

Automobile Liability



Automobile Liability, including coverage for all owned, hired, and non-owned vehicles used in connection with the Contract. Harris County shall be named Additional Insured on primary/non-contributory basis.

- Combined Single Limit-Each Accident: \$1,000,000

Professional/Errors & Omissions Liability



Professional/Errors & Omissions Liability (if applicable)

- Each Occurrence/Aggregate: \$1,000,000



1295 – Certificate of Interested Parties

If your organization is **exempt** from completing this form, please notify the appropriate Purchasing contact.

In Name of Government Entity (*Section 2*), please enter **Harris County**

In Contract ID # (*Section 3*), please enter **Job No. XX/XXXX**

In Description of Services (Section 3), please enter the **description of the appropriate Job/Contract**

CERTIFICATE OF INTERESTED PARTIES		FORM 1295		
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	
1 Name of business entity filing form, and the city, state and country of the business entity's place of business.				
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.				
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.				
4	Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
			Controlling	Intermediary
5 Check only if there is NO Interested Party. <input type="checkbox"/>				
6 UNSWORN DECLARATION				
My name is _____, and my date of birth is _____.				
My address _____ (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____.				
_____ Signature of authorized agent of contracting business entity (Declarant)				
ADD ADDITIONAL PAGES AS NECESSARY				



Harris County Tax Status

Harris County strictly enforces tax compliance for its vendors. If your business owes delinquent property or franchise taxes, **you will be disqualified** from winning or renewing lucrative Harris County contracts and vendor agreements.

Ensure you are current on county taxes to not miss any Job opportunities.

ANNETTE RAMIREZ
TAX ASSESSOR-COLLECTOR & VOTER REGISTRAR
P.O. BOX 3547
HOUSTON, TEXAS 77253-3547
TEL: 713-274-8000



2025 Property Tax Statement Web Statement

Statement Date:	June 10, 2026
Account Number	[REDACTED]

Supplement 02



Taxing Jurisdiction	Exemptions	Taxable Value	Rate per \$100	Taxes
Harris County	0	477,423	0.380960	\$1,818.79
Harris County Flood Control Dist	0	477,423	0.049660	\$237.09
Port of Houston Authority	0	477,423	0.006900	\$28.17
Harris County Hospital District	0	477,423	0.187610	\$895.69
Harris County Dept. of Education	0	477,423	0.004798	\$22.91
Lone Star College System	0	477,423	0.106000	\$506.97
Emergency Service Dist #24 (Fire)	0	477,423	0.098240	\$469.02
Emergency Service Dist #1 (EMS)	0	477,423	0.085145	\$406.50

Property Description	
[REDACTED]	[REDACTED]

Appraised Values	
Land - Market Value	0
Impr - Market Value	477,423
Total Market Value	477,423
Less Capped Mkt Value	0
Appraised Value	477,423

Exemptions/Deferrals	
[REDACTED]	[REDACTED]

Page: 1 of 1	
Total 2025 Taxes Due By January 31, 2026:	\$4,384.24
Payments Applied To 2025 Taxes	\$4,384.24
Total Current Taxes Due (Including Penalties)	\$0.00
Prior Year(s) Delinquent Taxes Due (If Any)	\$0.00
Total Amount Due For June 2026	\$0.00

Penalties for Paying Late	Rate	Current Taxes	Delinquent Taxes	Total
By February 28, 2026	7%	\$0.00	\$0.00	\$0.00
By March 31, 2026	9%	\$0.00	\$0.00	\$0.00
By April 30, 2026	11%	\$0.00	\$0.00	\$0.00
By May 31, 2026	13%	\$0.00	\$0.00	\$0.00
By June 30, 2026	15%	\$0.00	\$0.00	\$0.00

Tax Bill Increase (Decrease) from 2020 to 2025: Appraised Value -77%, Taxable Value -77%, Tax Rate 1%, Tax Bill -76%.

PLEASE CUT AT THE DOTTED LINE AND RETURN THIS PORTION WITH YOUR PAYMENT.



PAYMENT COUPON

Account Number	[REDACTED]
Amount Enclosed	[REDACTED]
\$	_____

Make check payable to:

Web Statement - Date Printed: 06-10-2026

IF YOU ARE 65 YEARS OF AGE OR OLDER OR ARE DISABLED AND THE PROPERTY DESCRIBED IN THIS DOCUMENT IS YOUR RESIDENCE HOMESTEAD, YOU SHOULD CONTACT THE APPRAISAL DISTRICT REGARDING ANY ENTITLEMENT YOU MAY HAVE TO A POSTPONEMENT IN THE PAYMENT OF THESE TAXES.

ANNETTE RAMIREZ
TAX ASSESSOR-COLLECTOR
P.O. BOX 4622
HOUSTON, TEXAS 77210-4622

[REDACTED] 00000000 00000000 00000000 00000000

Common Mistakes and How to Avoid Them





Missing Deadlines or Documentation

Consequences of Missing Deadlines

Missing submission deadlines or omitting documents frequently leads to disqualification from processes or opportunities.

Tracking System Implementation

Using a tracking system helps monitor deadlines and document submissions to avoid missing critical requirements.

Thorough Requirement Review

Carefully reviewing all submission requirements ensures all necessary documents are included and deadlines are met





Neglecting Follow-Up and Communication

Consequences of Poor Communication

Neglecting follow-up leads to missed opportunities and potential misunderstandings in professional settings.

Importance of Timely Responses

Prompt replies to inquiries demonstrate professionalism and help maintain strong relationships.

Commitment Through Follow-Up

Following up on submissions shows dedication and reinforces trustworthiness in professional interactions.



Necessary Documentation and Compliance

Accurate Documentation

Providing accurate tax forms and insurance certificates is essential for compliance with county standards.

Smooth Qualification Process

Complete and accurate documentation facilitates a smooth and efficient vendor qualification process.

Helpful Links & Resources

Resource	Contact
HARRIS COUNTY PURCHASING DIRECTORY	https://purchasing.harriscountytx.gov/
How to Obtain a Vendor ID	PSSuppliersRegistrat@pur.hctx.net
Where to Find Harris County Bids	https://harriscountytx.bonfirehub.com/portal/?tab=openOpportunities
Research & Pay Harris County Taxes	https://www.hctx.net/
How to Submit and Invoice & Track Payment	https://auditor.harriscountytx.gov/Accounts-Payable
How to Register to Do Business in Texas	https://comptroller.texas.gov/
Harris County MWBE Program	DEEO@harriscountytx.gov
Harris Health MWBE Program	contractordiversity@harrishealth.org



LET'S STAY IN TOUCH!

FOLLOW US ON LINKEDIN
FOR MORE NEWS & UPDATES



UPCOMING EVENTS

<https://deeo.harriscountytexas.gov/Inclusive-Procurements/Vendor-Diversity>

06/23/2026

Webinar: Breaking the Barrier – Effective Solicitation Review Workshop

08/11/2026

Webinar: Doing Business with Harris County



BREAKTHROUGH CONNECTIONS



Questions & Answers