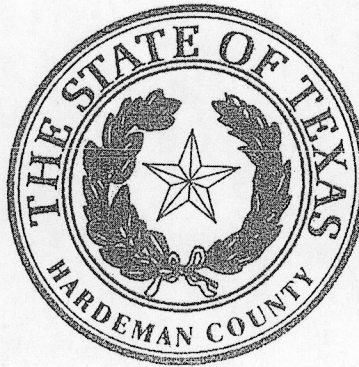


**Hardeman County, Texas  
Request for Proposals**



**RFP 25-001**

**SUBMIT SEALED PROPOSALS TO:**

Hardeman County  
County Judge  
PO BOX 30  
Quanah, TX 79252

Note: All correspondence must include the term  
"County Judge Insurance "  
In address to assist in proper delivery

**SUBMIT NO LATER THAN:**

April 15, 2025  
4:30 PM

**LABEL SEALED ENVELOPE/BOX:**

RFP 25-001  
Insurance

ALL RFP's MUST BE RECEIVED IN AND TIME/DATE MARKED BY THE COUNTY JUDGE OF  
HARDEMAN COUNTY ON OR BEFORE THE SPECIFIED TIME/DATE STATED ABOVE.

RFP'S RECEIVED AS REQUIRED WILL THEN BE OPENED AND NAMES PUBLICLY READ.

RFP's RECEIVED AFTER THE SPECIFIED TIME, WILL BE RETURNED UNOPENED.

Results will be provided, upon request,  
after final agreement is approved by  
Commissioners Court

Requests for information must  
be in writing and directed to:  
Ronald Ingram  
County Judge  
PO Box 30  
Quanah, TX 79252  
[judge@co.hardeman.tx.us](mailto:judge@co.hardeman.tx.us)

## **1.0 INTRODUCTION:**

Hardeman County, Texas (hereafter referred to as the ("County")) seeks sealed Proposals ("Proposals or RFP" from qualified firms seeking to act as an insurance broker of record (Respondent")) with respect to the County's property and casualty insurance program. Respondents must offer a proposal that will meet the scope of services, qualifications and general description of work activities identified in the RFP.

It is the County's intention and expectation to pay a fixed sum only for the provision of those services, including all out-of-pocket expenses. The initial contract period and renewal(s) are based solely on the County's discretion and judgment.

## **2.0 GUIDELINES:**

By virtue of submitting a proposal, interested parties are acknowledging:

The County reserves the right to reject any or all proposals if it determines that select proposals are not responsive to the RFP. The County reserves the right to reconsider any proposal submitted at any phase of the procurement. It also reserves the right to meet with select Respondents at any time to gather additional information. Furthermore, the County reserves the right to delete or add scope up until the final contract signing.

All Respondents submitting proposals agree that their pricing is valid for a minimum of ninety (90) days after proposal submission to the County. Furthermore, the County is by statute exempt from the State Sales Tax and Federal Excise Tax; therefore, proposal prices shall not include taxes.

This Proposal does not commit the County to award nor does it constitute an offer of employment or a contract for services. Costs incurred in the submission of this proposal, or in making necessary studies or designs for the preparation thereof, are the sole responsibility of the Respondents. Further, no reimbursable cost may be incurred in the anticipation of award. Proposals containing elaborate artwork, expensive paper and binding and expensive visual or other presentations are neither necessary nor desired.

In an effort to maintain fairness in the process, all inquiries concerning this procurement are to be directed only to the County Judge in writing. Attempts to contact any members of the County's Commissioners' Court or any other County employee to influence the procurement decision may lead to immediate elimination from further consideration.