

**THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
CONFLICTS OF INTEREST DISCLOSURE**

**Purpose:** The purpose of the Conflict of Interest Disclosure is to protect the North Central Texas Council of Government’s (NCTCOG) interest when it is contemplating entering into a contractual arrangement by ensuring a fair and unbiased selection process. This disclosure helps mitigate the risk of real or perceived conflicts of interest for members of the selection committee regarding personal interests in the selection of a proposer.

**Definitions:** For the purpose of this policy the following terms shall have the following meanings:

“Conflict of Interest” shall mean any situation in which a person is in a position to derive personal benefit from actions or decisions made in their official capacity. Examples of conflict of interest include:

- Is currently employed by, or is a consultant to or under contract with Proposer; or,
- Is negotiating or has an arrangement concerning future employment or contracting with Proposer; or,

“Financial interest” shall mean any person who has, directly or indirectly, through business, investment, or family relationship any of the following:

- An ownership or investment interest in any entity with which NCTCOG has a transaction or Contractual arrangement; or,
- A compensation arrangement with any entity or individual with which the NCTCOG has a transaction or Contractual arrangement; or,
- A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which NCTCOG is negotiating a transaction or arrangement.

**Determining Whether a Conflict of Interests Exists:** A conflict of exists if a member of the committee has a real or perceived financial interest or may receive personal benefit because of their decision with regards to NCTCOG’s selection process. All committee members are required to disclose any conflict of interest to NCTCOG for review. As part of NCTCOG’s review, NCTCOG may request to discuss the conflict of interest with the committee member. If a conflict of interest is determined to exist, NCTCOG will excuse the committee member from the selection committee.

STATEMENT OF DISCLOSURE

The following firms/ entities have responded to [2024 Transit Cooperative Vehicle Procurement +RAISE FY21 Bus Procurement]

- *[Company Name]*

To mitigate any potential concerns regarding conflict of interest, I hereby acknowledge that:  
(check one)

Neither I, nor any member of my immediate family, have a conflict of interest or financial interest in any of the firms submitting a proposal. Also, I agree to respect the confidentiality of submitted proposals.

I, and/or a member of my immediate family, has a potential conflict of interest or financial interest in a firm submitting a proposal as detailed below:

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NCTCOG Staff

ACTION TAKEN:

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Accepted for participation on the Selection Committee for the above-referenced procurement.

Released from participation on the Selection Committee for the above-referenced procurement.

\_\_\_\_\_ Date: \_\_\_\_\_

Emily, CGMS  
Program Manager