

\$5.00

CITY OF SAN ANGELO REQUEST FOR BIDS

Parks & Recreation Department

Large River Pump

RFB No. PK-03-17



City of San Angelo
72 West College Avenue
San Angelo, Texas 76903

Submittal Deadline
December 15, 2016/2:00 PM, Local Time

TABLE OF CONTENTS

This Table of Contents is intended as an aid and not as a comprehensive listing of the Bid package. Bidders are responsible for reading the entire Bid package and complying with all specifications.

Section	Page
INVITATION TO BID	1
GENERAL.....	1
DOCUMENT AVAILABILITY.....	1
DIGITAL FORMAT.....	1
REQUIRED RESPONSE.....	1
DEADLINE AND DELIVERY LOCATION.....	1
COPIES.....	1
DELIVERY ADDRESSES.....	1
ADDENDA.....	1
REJECTION OF BIDS.....	2
POINTS OF CONTACT.....	2
1. INSTRUCTIONS TO VENDORS	3
1.1. INTERPRETATIONS.....	3
1.2. RESTRICTIONS ON COMMUNICATIONS.....	3
1.3. CORRECTIONS, ADDITIONS, OR DELETIONS.....	3
1.4. CONFIDENTIALITY.....	3
1.5. ACCEPTANCE OF BID CONTENT.....	4
1.6. SPECIFICATIONS.....	4
1.7. SUBSTITUTIONS.....	4
1.8. MATERIALS.....	4
1.9. BID ITEMS.....	4
1.10. TAXES.....	4
1.11. AUTHORIZED SIGNATURE.....	4
1.12. MODIFICATION OR WITHDRAWAL OF BIDS.....	4
1.13. PRICES.....	4
1.14. DELIVERY DATE.....	5
1.15. DEFAULT IN DELIVERY.....	5
1.16. DELIVERY TIMES.....	5
1.17. EVALUATION FACTORS.....	5
1.18. DISQUALIFICATION.....	5
1.19. CLOSING TIME & DATE.....	5
1.20. LATE BIDS.....	5
1.21. COPIES OF BID TABULATION RESULTS.....	5
1.22. AWARD OF CONTRACT.....	6
1.23. PARTIAL AWARD.....	6
1.24. RESERVATIONS.....	6
2. TERMS AND CONDITIONS	7
2.1. ORDER PLACEMENT.....	7
2.2. SHIPMENT UNDER RESERVATION PROHIBITED.....	7
2.3. TITLE & RISK OF LOSS.....	7
2.4. DELIVERY TERMS AND TRANSPORTATION CHARGES.....	7
2.5. NO REPLACEMENT OF DEFECTIVE TENDER.....	7
2.6. PLACE OF DELIVERY.....	7

2.7.	INVOICES & PAYMENTS.....	7
2.8.	GRATUITIES	7
2.9.	SPECIAL TOOLS & TEST EQUIPMENT.....	8
2.10.	WARRANTY-PRICE	8
2.11.	WARRANTY-PRODUCT.....	8
2.12.	SAFETY WARRANTY.....	8
2.13.	NO WARRANTY BY CITY AGAINST INFRINGEMENTS	8
2.14.	RIGHT OF INSPECTION.....	8
2.15.	CANCELLATION.....	8
2.16.	TERMINATION.....	8
2.17.	FORCE MAJEURE	9
2.18.	ASSIGNMENT-DELEGATION.....	9
2.19.	WAIVER.....	9
2.20.	MODIFICATIONS.....	9
2.21.	INTERPRETATION-PAROL EVIDENCE.....	9
2.22.	APPLICABLE LAW	9
2.23.	ADVERTISING.....	9
2.24.	RIGHT TO ASSURANCE	9
2.25.	EQUAL EMPLOYMENT OPPORTUNITY.....	9
2.26.	CONFLICT OF INTEREST.....	10
2.27.	CERTIFICATE OF INTERESTED PARTIES (FORM 1295)	10
2.28.	TAXES AND PERMITS	10
2.29.	EXAMINATION OF CONTRACT DOCUMENTS.....	10
2.30.	FAMILIARIZATION WITH THE TYPE OF WORK	10
2.27.	LEGAL VENUE	10
2.28.	FUNDS – PRICE	11
2.29.	CLAIMS FOR OVERCHARGES	11
2.30.	PIGGY-BACK PROCUREMENTS	11
2.31.	PRICE ESCALATION.....	11
2.32.	TERMS.....	11
3.	NO BID REPLY	12
4.	SPECIFICATIONS	13
5.	BID FORMS.....	17
	BID SHEET	18
	AUTHORIZED SIGNATURE/CONTACT INFORMATION	19
	ADDENDUM ACKNOWLEDGEMENT	20
	DISCLOSURE OF CERTAIN RELATIONSHIPS.....	21
	DEBARMENT AND SUSPENSION CERTIFICATION	26
	LOCAL PREFERENCE CONSIDERATION APPLICATION.....	28
	VENDOR COMPLIANCE WITH RECIPROCITY ON NON-RESIDENT VENDORS.....	29
	DRAFT CONTRACT.....	30



INVITATION TO BID

General

The Parks and Recreation Department of the City of San Angelo is requesting bids for the procurement and installation of a replacement pump to use in an existing wet well near the bank of the Concho River. The wet well is used to pump river water to fountains situated along the river. The existing wet well was designed and constructed to accept a Flowserve pump model 8MSX15A or pre-approved equivalent.

All items must meet or exceed the specifications as published. Any deviations/alternatives from the brand names specified will require prior approval from the City's Parks and Recreation Department as meeting or exceeding the product specification standards signified by brands listed. Approval of alternative product must be obtained via email five (5) working days prior to bid opening. Alternative bids not receiving prior approval will be considered non-responsive. Route all requests for specification approval through the Purchasing Division at sapurch@cosatx.us.

Document Availability

Bid Documents are available in the Purchasing Division or may be downloaded from the City's website at www.cosatx.us. To locate the documents on the website go to:

- Bid Information > RFB: PK-03-17/ Large River Pump

Digital Format

If bid specifications are obtained in digital format in order to prepare a bid, the bid must be submitted in hard copy according to the instructions contained in this bid package. If, in its bid response, vendors make any changes whatsoever to the published bid specifications, the bid specification **as published** shall control. Furthermore, if an alteration of any kind to the bid specification is discovered after the contract is executed and is or is not being performed; the contract is subject to immediate cancellation without recourse.

Required Response

The City requires a response to any Request for Bid (RFB) notifications mailed to potential vendors. Should a company choose not to bid on the project, then in order to remain on the City of San Angelo's potential Vendors List a "No Bid Reply" form, located in section 3 of this RFB, must be submitted.

Deadline and Delivery Location

Sealed RFB submittals must be received no later than **December 15, 2016, 2:00 PM, Local Time**. The clock located in Purchasing will be the official time. Bids not received on time will be rejected.

It is the sole responsibility of the vendor to ensure that the sealed RFB submittal arrives in the Purchasing Office by the specified deadline, regardless of method chosen by the firm for delivery.

Faxed or electronically submitted bids will not be accepted.

Copies

Submit: One (1) unbound original (binder clips acceptable), two (2) bound copies (binders, staples or binder clips are acceptable), and one (1) copy in PDF format on USB Flash Drive of all required bid forms.

Delivery Addresses

City of San Angelo
Purchasing Division, RFB: PK-03-17
72 W. College Ave., Suite 330
San Angelo, Texas 76903

Mark Sealed Bid Envelope: "RFB NO. PK-03-17/Large River Pump"

Addenda

Should specifications be revised prior to the deadline for submission of the bid, the City's Purchasing Division will issue an addendum addressing the nature of the change and post it on the City's website. Vendors should **acknowledge any addenda and return the form with their bid package**. Vendor is responsible for checking the



CITY OF SAN ANGELO
PURCHASING DIVISION
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219

City's website to determine if any addenda have been issued prior to submitting a bid. Failure to consider all addenda will be at the Vendor's risk.

Rejection of Bids

The City of San Angelo reserves the right to reject all bids, to waive informalities or irregularities, and to reject non-conforming, non-responsive, or conditional bids.

Points of Contact

Candice Blake, Specialist

Purchasing Division
City of San Angelo
72 W. College Ave.
San Angelo, Texas 76903
sapurch@cosatx.us
(325) 657-4219

Michael Dennis, Supervisor

Parks & Recreation Department
City of San Angelo
1022 Veteran's Memorial Dr.
San Angelo, Texas 76903



1. INSTRUCTIONS TO VENDORS

1.1. Interpretations

All questions about the meaning or intent of the bid documents, including specifications shall be submitted to the Purchasing Division in writing. Replies will be issued by addenda and posted on the City's website. Questions received less than five (5) days prior to the date for opening of bids will not be answered. Only questions answered by formal written addenda will be binding. Oral interpretations or clarifications will be without legal effect. The bid invitation number must appear on all correspondence, inquiries, etc. It is the vendor's responsibility to ensure all addenda have been considered prior to bidding.

1.2. Restrictions on Communications

- A. Vendors should not communicate with: 1) elected City officials and their staff regarding the RFB from the time the RFB has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RFB has been released until the contract is awarded. These restrictions extend to "thank you" letters, phone calls, emails and any contact that results in the direct or indirect discussion of the RFB and/or Bid submitted by vendor. Violation of this provision by vendor and/or its agent may lead to disqualification of Vendor from consideration.

Exceptions to the Restrictions on Communication with City employees include:

1. Private (non-business) contacts with the City by the Vendor's employees acting in their personal capacity;
2. Casual social contacts that do not include mention of the RFB;
3. Vendors may submit written questions concerning this RFB to the email listed below up to five (5) days prior to submission due date. Questions received after the stated deadline will not be answered;

It is required that all questions be sent by email to sapurch@cosatx.us. **Please ensure the RFB Number and Title is in the Subject Line.** Questions submitted and the City's responses will be published in the form of an Addendum to the City's web site at www.cosatx.us. Vendor is responsible for calling the City or reviewing the website to determine if any addenda have been issued prior to their submittal. Only questions answered by formal addenda will be binding;

4. Vendors may provide responses to questions asked of them after responses are received and opened. During interviews, if any, verbal questions and explanations will be permitted. If interviews are conducted, vendors shall not bring lobbyists. The City reserves the right to exclude any persons from interviews as it deems in its best interests;
 5. Upon completion of the evaluation process, vendors shall receive a notification letter indicating the recommended firm and anticipated City Council agenda date. Vendors desiring a review of the solicitation process may submit a written request no later than five (5) calendar days from the date the letter was sent. The letter will indicate the name and address for submission of requests for review.
- B. The City reserves the right to accept or reject any or all bids, and to waive any informalities or irregularities in the RFB process.
- C. City reserves the right to contact any vendor to negotiate if such is deemed desirable by City. Such negotiations initiated by City staff persons, shall not be considered a violation by vendor of this section.

1.3. Corrections, Additions, or Deletions

Corrections, additions, or deletions to any portion of the RFB will be in the form of a written addendum.

1.4. Confidentiality

All bids submitted shall remain confidential. After award, bids will be made available for public inspection. The City shall not be responsible for the confidentiality of any trade secrets or other information contained or disclosed in the bid unless clearly identified as such.



1.5. Acceptance of Bid Content

Before submitting a bid, each vendor shall make all investigations and examinations necessary to ascertain all conditions and requirements affecting the performance of the contract, and to verify any representations made by the City upon which the bid will rely. If the vendor receives an award, failure to have made such investigation and examinations will in no way relieve the vendor from his obligation to comply in every detail with all provisions and requirements.

1.6. Specifications

The specifications herein shall be the basis of comparison. Where a definite item is specified, it is not the intention to discriminate against any product made by another manufacturer, but rather, the intention is to set a definite standard, style, and function. Vendors are required to quote equipment that will meet or exceed the minimum or maximum specifications herein.

1.7. Substitutions

It is the intention of the City of San Angelo to purchase equipment similar or equal to that specified. **Variation from the specification must be noted in bid by vendor. Absence of noted variations will be interpreted to mean that the item quoted is in exact accordance with the specification.** Each vendor, if not bidding on specified equipment, is required to furnish with the bid, a complete detailed description, and specifications of each item upon which they are bidding, supported by the manufacturer's catalog, photographs, guarantee, complete name, and any other pertinent information. An "or equal" item must reflect the general appearance, design, dimensions, or color of the item specified. Samples, if required, shall be furnished free of expense to the City. Samples not used or destroyed in examination and testing will be returned to the vendor, if requested, at the vendor's expense. Each sample must be marked with vendor's name, address, and RFB reference. Approval of substitute "or equal" items remains with the City, and in all cases is final. In the event an item is not accepted as an "or equal", the City may allow the vendor to supply the remaining items meeting specifications at the bid price.

1.8. Materials

The vendor certifies all materials and equipment supplied resulting from this bid invitation shall be new and unused, unless noted elsewhere in the invitation.

1.9. Bid Items

Vendors are expected to examine all specifications, drawings, standard provisions, and instructions. Failure to do so will be at the vendor's risk. Bids are to be submitted on each item and total extended, however more than one bid may be submitted on products meeting the specifications.

1.10. Taxes

All bids are to be submitted less Federal Excise and State of Texas Sales Taxes. Tax exemption certificates will be executed upon request.

1.11. Authorized Signature

Bids must show vendor name, address, and be manually signed. The person signing the bid must have authority to bind his firm in a contract. Any erasures or other changes must be initialed by the person signing the bid.

1.12. Modification or Withdrawal of Bids

Bid pricing **CANNOT** be altered or amended after the closing time. Bids may be modified or withdrawn prior to the closing hour and date, by written notice to the Purchasing Division. A bid may also be withdrawn in person by a vendor or his authorized agent, provided his identity is made known and he signs a receipt for the bid. No bid may be withdrawn after the closing time and date without acceptable reason in writing and with approval of the Purchasing Division.

1.13. Prices

Vendor is to quote its lowest and best price Free On Board (F.O.B.) destination on each item to shipping location in San Angelo, Texas unless otherwise specified in the invitation. Pricing shall include packaging, transportation, unloading, and any trade and cash discounts will be taken, if earned. Bids must be firm, however if a vendor believes it necessary to base its price on price adjustment, such a bid may be considered, but only as an alternate bid. Pricing is to be submitted as quantity per unit specified with extended totals, however in the event of a discrepancy in extension, the unit prices shall govern. Pricing shall be entered on the Bid Sheet in ink or typewritten.



1.14. Delivery Date

Bid must show the number of calendar days required to place the materials at the place of destination under normal conditions. Failure to specify delivery date or state unrealistically short or long delivery dates may cause the bid to be disregarded.

1.15. Default in Delivery

The vendor must keep the City advised at all times as to the status of the order. When delivery delay can be foreseen, the Vendor shall give prior notice to the Purchasing Division who shall have the right to extend the delivery date, if reasons for delay are reasonable and acceptable. Default in promised delivery, without acceptable reasons, or failure to meet specifications without remedy, shall cause the City to purchase the goods elsewhere and charge any increase in cost and handling to the defaulting Vendor. This does not limit any other remedies to the City for damage entitled under the Uniform Commercial Code.

1.16. Delivery Times

Deliveries will be accepted only during normal working hours, i.e.; 8:00 a.m. to 12:00 p.m. and from 1:00 p.m. to 5:00 p.m., Monday thru Friday, unless prior arrangements have been made. For large orders, 24 hour notice to the receiving department is required to eliminate delays in delivery.

1.17. Evaluation Factors

It is **not** the policy of the City to purchase on the basis of low bids alone. In evaluating bids, the following considerations shall be taken into account to determine the "best value" for the City:

- A. the purchase price, including reasonable payment discounts;
- B. the reputation of the Vendor and of the Vendor's goods or services;
- C. the quality of the Vendor's goods or services;
- D. the extent to which the goods or services meet the City's needs;
- E. the Vendor's past relationship with the City;
- F. the impact on the ability of the City to comply with laws and rules relating to historically underutilized businesses;
- G. the total long-term cost to the City to acquire the Vendor's goods or services; and,
- H. Any other relevant factor specifically listed in the request for bids.

1.18. Disqualification

The Vendor may be disqualified for any of the following reasons:

- A. The Vendor is involved in any litigation against the City of San Angelo;
- B. The Vendor is in arrears on any existing contract or has defaulted on a previous contract with the City;
or,
- C. The Vendor is debarred, suspended, or otherwise excluded from or ineligible for participation in State or Federal assistance programs.

1.19. Closing Time & Date

All bids must be returned in sufficient time to be received in the Purchasing Division on or before the advertised closing date and time. Emailed or faxed bids will not be accepted.

1.20. Late Bids

Bids received after the bidding deadline, regardless of the mode of delivery, will be not be considered.

1.21. Copies of Bid Tabulation Results

To obtain Bid Tabulation results, download from the City's website www.cosatx.us >Bid Information > RFB:PK-03-17 / Large River Pump, or send a self-addressed stamped envelope to: City of San Angelo, Purchasing Division, 72 West College Avenue, San Angelo, Texas 76903.



1.22. Award of Contract

The City reserves the right to accept or reject any or all bids, and to waive any informalities or irregularities in the RFB process. The City is an equal opportunity employer.

1.23. Partial Award

Bidders may furnish pricing for all or any portion of the bid invitation. UNLESS bidder specifies otherwise in his bid, the City may award contracts for any item or group of items listed.

1.24. Reservations

The City expressly reserves the right to accept, reject, or cancel all bids AND:

- A. Waive any defect, irregularity, or informality in any bid or bidding procedure;
- B. Extend the bid closing time and date;
- C. Reissue a bid invitation or Bid;
- D. Procure any item by other means;
- E. Increase or decrease the quantity specified, unless the bidder specifies otherwise;
- F. Waive as an informality, minor deviations from specifications at a lower price than the low bid meeting all aspects of the specifications and consider it, if it is determined that total cost is lower and overall function is improved or not impaired;
- G. Consider and accept an alternate bid as provided herein when most advantageous to the City;
- H. Extend any contract when most advantageous to the City;
- I. The City reserves the right to award multiple contracts based on low bids for individual items or groups of similar items.



2. TERMS AND CONDITIONS

2.1. Order Placement

No order shall be accepted without a Purchase Order and all invoices must reflect the Purchase Order number. City's obligation is payable only and solely from funds available for the purpose of this purchase. Lack of funds shall render this contract null and void to the extent funds are not available and any delivered but unpaid for goods will be returned to Vendor by City. Accepting orders without a Purchase Order number shall be at the risk of the Vendor.

2.2. Shipment under Reservation Prohibited

Bidder is not authorized to ship the goods under reservation and no tender of a bill of lading will operate as a tender of goods.

2.3. Title & Risk of Loss

The title and risk of loss of the goods shall not pass to City until City actually receives and takes possession of the goods at the point or points of delivery.

2.4. Delivery Terms and Transportation Charges

F.O.B. destination, unless delivery terms are specified in Vendor's bid, or actual costs, whichever is lower. If the quoted delivery terms do not include transportation costs, the City shall have the right to designate what method of transportation shall be used to ship the goods. Delivery may be a consideration in the award when shown to be a benefit to the City.

2.5. No Replacement of Defective Tender

Every tender or delivery of goods must fully comply with all provisions of this contract as to the method and place of delivery, quality and the like. If a tender is made which does not fully conform, this will constitute a breach and Vendor will not have the right to substitute a conforming tender. Where the time for performance has not yet expired, the Vendor may reasonably notify City of his intention to cure and may then make a conforming tender within the contract time.

2.6. Place of Delivery

The place of delivery shall be that set forth in the block of the purchase order entitled "Ship To". The terms of this agreement are "no arrival, no sale".

2.7. Invoices & Payments

Vendor shall submit separate invoices on each purchase order or purchase release after or at the time of each delivery. Invoices shall indicate the purchase order or purchase release number and the supply agreement number, if applicable. Invoices shall be itemized and they shall list transportation charges, if any, separately. A copy of the bill of lading, and the freight waybill, when applicable, should be attached to the invoice. Payment shall not be due until the above instruments are submitted on or after delivery. If invoices are not included in the delivery package then they should be mailed to the ordering Division.

No order must be accepted without a Purchase Order and all invoices must reflect the Purchase Order number.

Payment may be withheld by City, at the discretion of the City, to Vendor until all required documents pertaining to the sale are received by the City.

All invoices should be mailed to:

**Billing Address Parks Department
City of San Angelo
72 W. College Ave.
San Angelo, Texas 76903**

2.8. Gratuities

The City may, by written notice to the Vendor, cancel this contract without liability to Vendor if it is determined by the City that gratuities were offered from an agent or representative of the Vendor to any officer or employee of the City with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending, or the making of any determinations in respect to the performing of such contract. In the event this contract is canceled by City, remedies to recover or withhold the amount of the cost shall be incurred by Vendor in providing such gratuities.



2.9. Special Tools & Test Equipment

If the price stated on the face hereof includes the cost of any special tooling or special test equipment fabricated or required by Vendor for the purpose of filling this order, such special tooling equipment and any drawings or related documents thereto shall become the property of the City and to the extent feasible shall be identified by the Vendor as such.

2.10. Warranty-Price

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

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

2.11. Warranty-Product

Vendor shall not limit or exclude any implied warranties and any attempt to do so shall render this contract voidable at the option of the City. Vendor warrants that the goods furnished will conform to the specifications, drawings, and descriptions. Any warranties will become into effect on the contract effective date.

2.12. Safety Warranty

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

2.13. No Warranty by City against Infringements

As part of this contract for sale, Vendor agrees to ascertain whether goods manufactured in accordance with the specifications attached to this agreement will give rise to the rightful claim of any third person by way of infringement or the like. City makes no warranty that the production of goods according to the specification will not give rise to such a claim, and in no event shall City be liable to Vendor for indemnification in the event that vendor issued on the grounds of infringement or the like. If Vendor is of the opinion that an infringement or the like will result, he will notify City to this effect in writing within two weeks after the signing of the agreement. If City does not receive notice and a claim of infringement is made, Vendor will indemnify, defend, and hold harmless City, its Council members, officials, agents, consultants, and employees free and harmless from and against any and all claims, suits, judgments, costs, penalties, fines, damages, and attorneys' fees and expenses asserted by any person or persons. If Vendor, in good faith, ascertains that production of the goods in accordance with the specifications will result in infringement or the like, this contract shall be void.

2.14. Right of Inspection

City shall have the right to inspect the goods at delivery before accepting them. Acceptance of the goods upon delivery should in no way constitute a waiver of any right or privilege contained with this contract or under law.

2.15. Cancellation

City shall have the right to cancel for default all or any part of the undelivered portion of the order if Vendor breaches any of the terms hereof including warranties of Vendor or if the Vendor becomes insolvent or commits acts of bankruptcy. Such right of cancellation is in addition to and not in lieu of any other remedies which City may have in law or equity.

2.16. Termination

Performance under this contract may be terminated in whole, or in part by the City in accordance with this provision. Termination performance hereunder shall be effected by the delivery to vendor of a "Notice of Termination" specifying the extent to which performance under this contract is terminated and the date upon which such termination becomes effective.



2.17. Force Majeure

Neither party shall be held responsible for losses resulting if the fulfillment of any terms or provisions of this contract is delayed or prevented by any cause not within the control of the party whose performance is interfered with, which by the exercise of reasonable diligence said party is unable to prevent.

2.18. Assignment-Delegation

No right or interest in the contract shall be assigned nor shall any delegation of any obligation made by Vendor be valid without the written permission of the City. Any attempted assignment or delegation by Vendor shall be wholly void and totally ineffective for all purposes unless made in conformity with this paragraph.

2.19. Waiver

No claim or right arising out of a breach of this contract can be discharged in whole or in part by a waiver or renunciation of the claim or right unless the waiver or renunciation is supported by consideration and is in writing signed by the aggrieved party.

2.20. Modifications

This contract can be modified or rescinded only by a writing signed by both of the parties or their duly authorized agents.

2.21. Interpretation-Parol Evidence

This writing is intended by the parties as a final expression of their agreement and is intended as a complete agreement for dealings between the parties and no usage of the trade shall be relevant to supplement or explain any term used in this agreement. Acceptance or acquiescence in a course of performance rendered under this agreement shall not be relevant to determine the meaning of this agreement even though the accepting or acquiescing party has knowledge of the performance and opportunity for objection. Whenever a term defined by the Uniform Commercial Code is used in the agreement, the definition contained in the Code is to control.

2.22. Applicable Law

This agreement shall be governed by the Uniform Commercial Code. Whenever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and in force on the date of this agreement.

2.23. Advertising

Vendor shall not advertise or publish, without City's prior consent, the fact that City has entered into this contract, except to the extent necessary to comply with proper requests for information from an authorized representative of the Federal, State, or Local government.

2.24. Right to Assurance

Whenever one party to this contract in good faith has reason to question the other party's intent to perform, he may demand that the other party give written assurance of his intent to perform. In the event that a demand is made and no assurance is given within five (5) days, the demanding party may treat this failure as an anticipatory repudiation of the contract.

2.25. Equal Employment Opportunity

Vendor agrees that during the performance of its contract it will:

- Treat all applicants and employees without discrimination as to race, color, religion, sex, national origin, marital status, age, or handicap.

- Identify itself as an Equal Opportunity Employer in all help wanted advertising or request. The Vendor shall be advised of any complaints filed with the City alleging that Vendor is not an Equal Opportunity Employer. The City reserves the right to consider its reports from its human relations administrator in response to such complaints in determining whether or not to terminate any portion of this contract for which purchase orders or authorities to deliver have not been included; however, the Vendor is specifically advised that no Equal Opportunity Employment complaint will be the basis for cancellation of this contract for which a purchase order has been issued or authority to deliver granted.

All Vendors must be Equal Opportunity Employers. Disadvantaged and Minority Vendors are encouraged to participate.



2.26. Conflict Of Interest

Vendor agrees to comply with the conflict of interest provisions of the City Of San Angelo Charter and Code of Ordinances. Vendor agrees to maintain current, updated disclosure of information on file with the City Clerk throughout the term of the contract.

Chapter 176 of the Texas Local Government Code requires a vendor who enters or seeks to enter into a contract for the sale or purchase of real property, goods, or services with a local governmental entity or local government officer thereof to file a conflict of interests' disclosure questionnaire with the governmental entity prescribed.

A Conflict of Interest Questionnaire Form (CIQ) – included in the bid forms - must be submitted no later than the seventh (7th) business day after the date the vendor begins discussion, negotiation, applies or responds to a request for proposal or bids, or correspondence in writing related to a potential contract with the local governmental entity.

2.27. Certificate of Interested Parties (Form 1295)

In 2015, the Texas Legislature adopted [House Bill 1295](#), which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

Filing Process:

On January 1, 2016, the ethics commission made available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. **An authorized agent of the business entity must sign the printed copy of the form and have the form notarized.** The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

Information regarding how to use the filing application and the application are both available at https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm. Instructional videos are available under the heading Instructional Videos for Business Entities.

2.28. Taxes and Permits

Attention is directed to the requirements of the General Conditions regarding payment of taxes and obtaining permits. All taxes that are lawfully assessed against the City or the selected Vendor in connection with the Work shall be paid by the Vendor. The bid prices shall include all such taxes and the costs of all required permits. The City is exempt from State Sales Tax.

2.29. Examination of Contract Documents

Each Vendor shall thoroughly examine and be familiar with this document, specifications, etc. The submission of a bid shall constitute an acknowledgment that the Vendor has thoroughly examined and is familiar with the contract documents. The failure or neglect of a Vendor to receive or examine any of the contract documents shall in no way relieve him from any obligations with respect to his bid or to the contract. No claim for extra or additional compensation will be allowed based upon a lack of knowledge of any contract document, and the City will in no case be responsible for any loss or for unanticipated costs that may be suffered by the selected Vendor as a result of conditions pertaining to the work.

2.30. Familiarization with the Type of Work

Before submitting a bid, each prospective Vendor shall familiarize himself with the Work, local labor conditions and all laws, regulations, and other factors affecting performance of the Work. He shall carefully correlate his observations with requirements of this Request and otherwise satisfy himself of the expense and difficulties attending performance of the Work. The submission of a bid will constitute a representation of compliance by the Vendor. There will be no subsequent financial adjustment for lack of such familiarization.

2.27. Legal Venue

Tom Green County, Texas



2.28. Funds – Price

The vendor submitting the lowest and best bid for each item will establish a price agreement with the City. The item(s) ordered will be selected based on the availability of funds, needs of each user, price, delivery, and value to the City. The City reserves the right to award in the bid in whole, by category or by product.

2.29. Claims for Overcharges

Vendor hereby assigns to City any and all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

2.30. Piggy-Back Procurements

Other municipalities or public agencies in the State of Texas may be interested in purchasing products as procured through this Bid.

Governmental Entities utilizing Inter-Governmental Contracts with the City will be eligible, but not obligated, to purchase materials/services under the contract(s) awarded because of this Bid. All purchases by Governmental Entities other than the City will be billed directly to that Governmental Entity and paid by that Governmental Entity. The City will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their material/services as needed, e.g., Tom Green County, etc.

2.31. Price Escalation

Price must be firm for the first year of the base one (1) year term. A price increase shall at no time be more than what similar volume customers would pay (see Warranty-Price). The Bidder must provide the City a fifteen (15) day notice for a price escalation request. The Bidder must provide cost analysis and/or other documentation to justify any increase, to include industry and industry group level trends and indexes and should not exceed an annual increase of 4% of the originally quoted cost.

The City Manager or his designee may approve a contract term extension with or without a price increase or reduction at his or her full discretion. An increase in price must be justified in writing or by documentation from the Bidder to the satisfaction of the City Manager or his designee. If no agreement is reached, the City may re-bid the contract.

2.32. Terms

This supply agreement will be for one (1) year effective from the bid award date by the City Council. One (1) additional one (1) year term extensions will be available subject to agreement by both parties.

The Bidder must notify the City ninety (90) days prior to the end of each one (1) year term as to their intention to terminate the contract. Terms will renew automatically unless ninety (90) days written notice is given by either party for termination.



3. NO BID REPLY

For PK-03-17 / Large River Pump

If for any reason, you are not submitting a bid/proposal, please check one or more reasons below and return the form to us either by mail or by email to sapurch@cosatx.us in order to remain in our database for these types of products or services.

By providing us this information, we hope to improve future request packages that will elicit your participation.

===== # # # =====

PLEASE PRINT

We wish to: **Remain On**
 Be Deleted From the list of vendors for the City of San Angelo.

A. We hereby submit a "No Bid" because:

- 1. We are not interested in selling through the bid process.
- 2. We are unable to prepare the bid form in time to meet the due date.
- 3. We do not wish to bid under the terms and conditions of the Request for Bid/Proposal. OBJECTIONS: _____

- 4. We do not feel we can be competitive.
- 5. We cannot submit a bid because of the marketing or franchising policies of the manufacturing company.
- 6. We do not wish to sell to the City of San Angelo. OBJECTIONS: _____

- 7. We do not sell the items or provide the services requested.
- 8. Other: _____

Firm _____

Signed _____

Date _____

Thank you for your assistance!



4. SPECIFICATIONS

General

- Refer to Instructions to Vendors before completing Bid Sheet and quote your best price F.O.B. destination, on each item.
- All items must meet or exceed the specifications as published. Any deviations/alternatives from the brand names specified will require prior approval from the City's Parks and Recreation Department as meeting or exceeding the product specification standards signified by brands listed. Approval of alternative product must be obtained five (5) working days prior to bid opening. Alternative bids not receiving prior approval will be considered non-responsive. Route all requests for specification approval through the Purchasing Division at sapurch@cosatx.us.
- The vendor is responsible for determining if any addenda have been issued and agrees that the prices(s) quoted reflect any changes or modifications created by any addenda.

PRODUCT

- A. Furnished pump shall be a new, un-used unit.
- B. The pump shall fit on the existing guiderail system and base elbow, and wiring shall be compatible with the existing terminal boxes, seal leak monitoring systems, and motor thermal switch monitoring systems.
- C. The mating between the pump and the discharge base shall be achieved by means of a metal to metal contact. Sealing of the pump to the discharge base by means of an O-Ring, profile gasket or diaphragm shall not be acceptable. The pump shall be automatically connected to the discharge piping when lowered into position and no portion of the pump shall bear directly on the wet well floor.
- D. The pump shall be designed and built for 24-hour continuous service at any and all points within the specified range of operation, without overheating, without damaging cavitation and without excessive vibration or noise.
- E. The pump shall be furnished with a stainless steel nameplate (with embossed data) securely mounted to the body of the equipment. As a minimum, the nameplate for the pump shall include the manufacturer's name and model number, serial number, rated flow capacity, head and speed. As a minimum, nameplates for motors shall include the manufacturer's name and model number, serial number, horsepower, speed, input voltage, amps, number of cycles, power, and service factors.
- F. The pump shall be capable of passing a three inch diameter sphere without damage to the pump or clogging of the pump. The pumps shall be designed such that the pump shaft horsepower (BHP) shall not exceed the motor rated horsepower throughout the entire operating range of the pump performance curve.



CONDITIONS OF OPERATION

- A. The pump shall be a Flowserve Model MSX, ABS Model XFP, or pre-approved equal.
- B. The pump shall be designed for the conditions of service as follows:

Number of Units to be Supplied	1
Maximum Full Load Motor Speed (rpm)	1760
Maximum Motor horsepower (Hp)	75
Discharge Size(inches)	8
Minimum Shut-Off Head at Design Speed (feet)	129
Primary Capacity (gpm)	1900
Minimum TDH at Primary Capacity (feet)	92'
Secondary Capacity (gpm)	1500
Minimum TDH at Secondary Capacity (feet)	100'
Minimum Efficiency at Primary Capacity (%)	68

PUMP CONSTRUCTION

- A. The pump casing shall be a heavy-duty single volute design with an integral centerline discharge flange. The volute shall be constructed of ASTM A48, Class 30 gray cast iron. The pump volute shall be a single high quality casting with smooth passages without blowholes, porosity, or other irregularities. The pump casing discharge flange must meet ANSI flange thickness, dimension, and bolt pattern requirements.
- B. Impellers shall be constructed of ASTM A48, Class 30 cast iron. Impeller shall be cast in one piece, shall have a minimum number of vanes, and shall be dynamically balanced. The impeller shall be keyed to the shaft and firmly held in place by a stainless steel bolt. The arrangement shall be such that the impeller cannot be loosened by torque from either forward or reverse rotation.
- C. Removable wearing ring shall be provided for the casing. Wear rings made of rubber or other soft materials are not acceptable.
- D. The pump shaft shall be a rigid integral unit, made from Type 416 stainless steel of sufficient size to transmit the full driver horsepower with a liberal safety factor, accurately machined over its entire length and free from any harmful or damaging vibrations. Steel shafts with stainless steel sleeves are not an acceptable alternate.
- E. The pump shall be provided with bearings both radial and thrust, of the anti-friction type, of ample size to carry all loads imposed under continuous operation, minimizing shaft deflection and excessive heat buildup. Bearings shall be permanently lubricated. Bearings shall be designed in accordance with the ABMA standards for a minimum L-10 life of 50,000 hours.
- F. The pump shall be fitted with a chamber that acts as a barrier between the pumped fluid and motor. The chamber shall have accessibility from the exterior of the pump. A moisture sensor probe shall be installed in the chamber to detect moisture.
- G. The pump shall be provided with two mechanical seals. Each seal shall operate independently of the other. The upper and lower mechanical seal shall have Silicon Carbide seal faces. Each seal shall require neither maintenance nor adjustment.



- H. The pump shall be fitted with Type 316 stainless steel external hardware to prevent corrosion. All external surfaces coming into contact with the pumped fluid, other than stainless steel, shall have a baked on epoxy finish.
- I. The motors shall be housed in an air-filled stator housing and cooled by means of an internal closed-loop-cooling system. This system shall circulate a clean barrier fluid around the exterior of the stator housing providing superior cooling to the motor. Cooling systems that utilize the pumped media or require access to a clean water source shall not be acceptable.
- J. The pump shall be fitted with Buna-N or Viton O-Rings where watertight sealing is required.
- K. The pump shall include 35 feet of submersible power/control cable, which shall meet requirements for use in hazardous locations. The exterior jacket shall be capable of submergence in non-potable water. Cable entry shall be in a sealed water proof chamber. The cable entry assembly shall allow easy replacement of the cable.
- L. The pump shall be equipped with a quick-disconnecting discharge base assembly. There shall be no need for personnel to enter the wet well to install the pump. Once connected, no portion of the pump shall rest on the wet well floor.

MOTOR

Service Conditions
460 volt / 3 phase

- A. The pump motor shall be an induction type squirrel cage design. The rotor and stator shall operate in an air-filled, watertight housing. Oil filled motors shall not be considered equal.
- B. The motor efficiency shall meet published EPACT efficiency ratings for standard motors to improve overall wire to water efficiencies. The motor shall have a NEMA B design rating with the stator windings and leads having a Class H insulation rating (180° C). Designs which utilize less than Class H insulation systems shall not be considered equal.
- C. The motor housing shall be constructed of ASTM A48, Class 30 cast iron. The motor shall be designed for continuous duty, either submerged or unsubmerged while pumping fluids up to 40 degrees C. All windings shall be rated for inverter duty to reduce damage caused by voltage spikes associated with variable frequency drives. Motors that do not utilize inverter spike resistant windings shall not be considered equal. Thermal switches shall be embedded in each phase of the windings and set to open at 135 degrees C. The thermal switches shall be wired in series and be connected to the motor controls to shut down the pump during a high temperature condition. The combined service factor of the motor shall be a minimum of 1.15. The motor horsepower shall be selected such that the unit is non-overloading over the entire specified performance range.
- D. Standard in explosion-proof construction in accordance with international standards such as 500 Class I, Division 1, Groups C and D hazardous (classified)

REFERENCE STANDARDS

- A. Design, manufacturing and assembly of elements of the equipment herein specified shall be in accordance with, but not limited to, published standards of the following, as applicable:
 - 1. American National Standards Institute (ANSI)
 - 2. American Society for Testing and Materials (ASTM)
 - 3. American Bearing Manufacturers Association (ABMA)



4. Hydraulic Institute Standards (current edition)
5. National Electrical Manufacturers Association (NEMA)

- B. Where reference is made to one of the above standards, the revision in effect at the time of bid opening shall apply.

QUALITY ASSURANCE

- A. To assure unity of responsibility, the pump, motor and adaptor shall be furnished by the pump manufacturer.
- B. The equipment specified herein is intended to be of proven ability as manufactured by concerns having extensive experience in the production of such equipment. The equipment furnished shall be designed and constructed to operate satisfactorily when installed. Pump shall be manufactured in accordance with the Hydraulic Standards, except where otherwise specified herein.

DELIVERY, STORAGE AND HANDLING

- A. All parts shall be properly protected so that no damage or deterioration will occur during a prolonged delay from the time of shipment until installation is completed and the unit and equipment are ready for operation.
- B. All equipment and parts must be properly protected against any damage during shipment.

EQUIPMENT WARRANTY

- A. Pump equipment shall be covered by a five (5) year pro-rated warranty.

SUBMITTALS

- A. Submit shop drawings and product data include the following:
1. Dimensional drawings of each item of equipment and auxiliary apparatus to be furnished, including equipment weights.
 2. Literature and drawings describing the equipment, including parts list and materials of construction, in sufficient detail to indicate full conformance with the detail specifications.
 3. Motor performance data and wiring diagrams.
 4. Cut sheets on accessory items.
 5. Manufacturer's certified rating curves, to satisfy the specified design conditions, showing pump characteristics of discharge, head, brake horsepower, efficiency and guaranteed net positive suction head required (NPSHR). Curves shall show the full recommended range of performance and include shut-off head. This information shall be prepared specifically for the pump proposed. Catalog sheets showing a family of curves will not be acceptable.
 6. Note any deviations from the specifications.
- B. Operation and Maintenance Data
1. Complete operating and maintenance instructions shall be furnished for all equipment specified in this section. The maintenance instructions shall include troubleshooting data and full preventative maintenance schedules and complete spare parts lists with ordering information.



5. BID FORMS

Copies

Submit: One (1) unbound original (binder clips acceptable, two (2) bound copies (binders, staples or binder clips are acceptable), and one (1) copy in PDF format on USB Flash Drive of all required bid forms.

Please submit all bid forms in the following order:

- Bid Sheet
- Authorized Signature/Contact Information
- Addendum Acknowledgment Form
- Disclosure of Certain Relationships Form
- Debarment and Suspension Certification
- Local Preference Consideration Application & Economic Impact Details
- Vendor Compliance With Reciprocity on Non-Resident Vendors
- Draft Contract
- Warranty and Install Information

*At council award, one notarized, original of the Texas Ethics Commission Interested Parties Disclosure Form 1295 completed online at https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm will be required.

In submitting its Bid, Vendor certifies that it has not lobbied the City or its officials, managers, employees, consultants, or contractors in such a manner as to influence or to attempt to influence the bidding process. In the event it reasonably appears that the Vendor influenced or attempted to influence the bidding process, the City may, in its discretion, reject the Bid.

Submit all forms beyond this point.



Bid Sheet

Options will be selected and purchased based on available funding. Estimated quantities are for pricing purposes only and may change.

Description	Unit Price	Estimated Quantity	Extended Price
Pump	\$	1	\$
Make and Model Quoted:			
If not Flowserve, date alternative was pre-approved:			
FOB delivery to location 1022 Veteran's Memorial Dr. San Angelo, TX 76903			\$
Installation (include all travel costs here)	\$	1	\$
5-year Warranty	\$	1	\$
OPTIONAL:			
Additional Warranty (in years)	\$	each year	\$
Total Bid:			\$

Note: Should there be any differences between the unit price and the extended pricing calculations, the unit price will prevail.

- Vendor Agrees to allow Piggy-Back Procurements: Yes_____ No_____
Should other Governmental Entities decide to participate in this contract, the Vendor, agrees that all terms, conditions, specifications and pricing would apply.
- Are these prices based on a purchasing cooperative contract? Yes_____ No_____
- If Yes, Name of cooperative_____ Contract No _____
(Texas DIR, TXMAS, Buyboard, etc.)
- Will Vendor accept City credit card (p-card) as a method of purchase? Yes_____ No_____ %Disc_____
- Payment Terms/Discount (if any): _____



CITY OF SAN ANGELO
PURCHASING DIVISION
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219

Authorized Signature/Contact Information

Firm Name: _____

Mailing Address: _____

City, State Zip Code: _____

Authorized Signature: _____

Print Name: _____ Date: _____

Tax ID (attach IRS W-9): _____

Telephone: _____ FAX: _____

Email: _____

Bids which are not signed and dated or bids which do not comply with all of bid requirements herein, may be considered non-responsive and may be rejected.

The signee agrees, if this bid is accepted, to furnish any and all goods or services upon which prices are offered, at the price and upon the terms and conditions contained in the Invitation for Bid, Conditions of Bidding, Terms of Contract, and Specifications and all other items made a part of the accepted contract.

The signee affirms that they are duly authorized to execute the contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other vendor, and that the contents of this bid as to prices and terms or conditions have not been communicated by the signee nor by any employee or agent to any other vendor or to any other person(s) engaged in this type of business prior to the official opening of this bid. And further, that neither the vendor nor their employees nor agents have been for the past six (6) months directly nor indirectly concerned in any pool or agreement or combination to control the price of goods or services, nor to influence any person to bid or not to bid thereon.



Addendum Acknowledgement

Receipt is hereby acknowledged of the following addenda to the Contract documents.

Addendum No. 1 dated _____	Received _____
Addendum No. 2 dated _____	Received _____
Addendum No. 3 dated _____	Received _____
Addendum No. 4 dated _____	Received _____
Addendum No. 5 dated _____	Received _____
Addendum No. 6 dated _____	Received _____

Please Print

Company Name

Signature

Printed Name

Title

Address

City, State Zip Code



CITY OF SAN ANGELO
PURCHASING DIVISION
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219

Disclosure of Certain Relationships

NOTICE TO VENDORS

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local governmental entity make certain disclosures concerning any affiliation or business relationship that might cause a conflict of interest with the local governmental entity. The provisions of Chapter 176 and the Form CIQ questionnaire that you must complete, if applicable, to comply with this new law, are available and explained in more detail at the Texas Ethics Commission website at https://www.ethics.state.tx.us/filinginfo/conflict_forms.htm.

A current list of City of San Angelo and City of San Angelo Development Corporation officers is available in the office of the City of San Angelo City Clerk, Room 201 of City Hall or on the City's website at <http://cosatx.us>. If you are considering doing business with the City of San Angelo or the City of San Angelo Development Corporation and have an affiliation or business relationship that requires you to submit a completed Form CIQ, it must be filed with the records administrator (City Clerk) of the City of San Angelo not later than the 7th business day after the date you become aware of facts that require the form to be filed. See Section 176.006, Texas Local Government Code. It is a Class C misdemeanor to violate this provision.

By Submitting a response to a City of San Angelo or City of San Angelo Development Corporation Request for Bid proposals, Request for Bids, or Request for Qualifications or by conducting business with either of those two entities, you are representing that you are in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

Purchasing Manager



CITY OF SAN ANGELO
PURCHASING DIVISION
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219

LOCAL GOVERNMENT OFFICERS OF THE CITY OF SAN ANGELO
As defined by Chapter 176 of the Texas Local Government Code
(Revised 07/12/16)

For purposes of completion of the required Conflict of Interest Questionnaire for the City of San Angelo (required by all Vendors who submit bids/proposals), Local Government Officers are:

City of San Angelo City Council:

Mayor: Dwain Morrison, Mayor

Councilmembers: Bill Richardson, SMD 1
Marty Self, SMD 2
Harry Thomas, SMD 3
Lucy Gonzales, SMD 4
Lane Carter, SMD5
Charlotte Farmer, SMD 6 (Mayor Pro Tem)

City Manager: Daniel Valenzuela

City of San Angelo Development Corporation officers are:

Tommy Hiebert - President
Edward Carrasco - First Vice President
Juan Flores - Second Vice President
Scott Tankersley - Director
Todd R. Kolls - Director
Richard Crisp - Director
John Edward Bariou, Jr. - Director

Executive Director: Roland Peña



CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

 Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

 Signature of vendor doing business with the governmental entity

 Date



CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.



Debarment and Suspension Certification

- (1) The prospective primary vendor certifies to the best of its knowledge and belief that it and its principals:
- (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary vendor is unable to certify to any of the statements in this certification, such prospective primary vendor shall attach an explanation to this bid proposal.

Business Name _____

Date

By: _____
Name and Title of Authorized Representative

Signature of Authorized Representative



Debarment and Suspension Certification

INSTRUCTIONS

1. By signing and submitting this proposal, the prospective vendor is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective vendor shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the determination whether to enter into this transaction. However, failure of the prospective vendors to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the City of San Angelo determined to enter into this transaction. If it is later determined that the prospective vendor knowingly rendered an erroneous certification, in addition to other remedies available, the City of San Angelo may terminate this transaction for cause.
4. The prospective vendor shall provide immediate written notice to the City of San Angelo to which this proposal is submitted if at any time the prospective vendor learns that its certification was erroneous when submitted or has become erroneous because of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "vendor," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549(13 CFR Part 145). You may contact the City of San Angelo for assistance in obtaining a copy of these regulations.
6. The prospective vendor agrees by submitting this proposal that, should the proposed transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the City of San Angelo.
7. The prospective vendor further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment and Suspension" provided by the City of San Angelo, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A vendor in a covered transaction may rely upon a certification of a prospective vendor in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A vendor may decide the method and frequency by which it determines the ineligibility of its principals. Each vendor may, but is not required to, check the Non-procurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a vendor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a vendor in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the City of San Angelo, the City of San Angelo may terminate this transaction for cause.



Local Preference Consideration

Section 271.9051 of the Texas Local Government Code “CONSIDERATION OF LOCATION OF RESPONDENTS PRINCIPAL PLACE OF BUSINESS”:

In accordance with Section 271.9051 of the Texas Local Government Code, if a local government receives one or more competitive sealed bids from a bidder whose principal place of business is in the municipality and whose bid is within five (5%) percent of the lowest bid price received from a bidder who is not a resident of the municipality, on contracts less than \$500,000 and three percent (3%) on contracts over \$500,000.00 the municipality may enter into a contract with (a) the lowest bidder or (b) the bidder whose principal place of business is in the municipality if the governing body of the local government determines, in writing, that the local bidder offers the local government the best combination of contract price and additional economic development opportunities for the local government created by the contract award, including the employment of residents of the local government and increased tax revenues to the local government.

Local Preference Consideration DOES NOT apply to Construction Projects over \$100,000 or Telecommunication and Information Technology Bids/Purchases.

If you DO NOT have your principal place of business located within the City of San Angelo city limits – STOP – do not fill out this form.

This “Application for Local Preference Consideration” does *not* mean that the City of San Angelo is limiting responses to this request for bids/proposals to only those businesses located within the city limits. All bids/proposals are welcome.

Respondents who wish to qualify under the local preferences law must have their principal place of business located within the San Angelo city limits.

If your principal place of business is within the San Angelo city limits and you want to apply for local preference consideration, then you must:

1. Complete the **Local Preference Consideration Application**, and
2. ***Describe in writing and attach supporting documentation***, the additional economic development opportunities for the City of San Angelo that will be created if you are awarded this contract. Include the number of City of San Angelo residents that you will employ to complete this contract and the increased tax revenues that will be generated for the City of San Angelo if you are awarded this contract.



Local Preference Consideration Application

Business Name: _____

Physical Address: _____

Mailing Address: _____

City, State, Zip Code: _____

Business Type:

- Corporation – Indicate state of incorporation _____
- Partnership – Indicate “general” or “limited” _____
- Sole proprietorship _____

Attachments: *Describe in writing, and attach supporting documentation*, the additional economic development opportunities for the City of San Angelo that will be created if you are awarded this contract. Include the number of City of San Angelo residents that you will employ to complete this contract and the increased tax revenues that will be generated for the City of San Angelo if you are awarded this contract.

CERTIFICATION: I hereby certify under penalty of perjury that the information which I have provided on this form is true and correct, that I am authorized to sign on behalf of the business set out above and if requested by the city will provide, within 10 days of notice, the necessary documents to substantiate the information provided.

(Please print)

Authorized Representative Signature

Printed Name

Title

Date

(Attach description and documentation of economic impact as outlined on previous page)



Vendor Compliance with Reciprocity on Non-Resident Vendors

Texas Government Code 2252.002 provides that, in order to be awarded a contract as low bidder, a non-resident vendor must bid projects for construction, improvements, supplies or services in Texas at an amount lower than the lowest Texas resident vendor by the same amount that a Texas resident vendor would be required to underbid a non-resident vendor in order to obtain a comparable contract in the state in which the non-resident's principal place of business is located. A non-resident vendor is a contractor whose corporate offices or principal place of business is outside of the state of Texas. This requirement does not apply to a contract involving Federal funds. The appropriate blanks in Section A must be filled out by all out-of-state or non-resident vendors in order for your bid to meet specifications. The failure of out-of-state or non-resident contractors to do so will automatically disqualify that vendor. Resident vendors must check the blank in Section B.

- A. Non-resident Vendors in _____(give state), our principal place of business, are required to be _____ percent lower than resident vendors by state law. A copy of the statute is attached.

Non-resident Vendors in _____(give state), our principal place of business, are not required to underbid resident vendors.

- B. Our principal place of business or corporate offices are in the State of Texas: _____.

VENDOR:

(Please print)

 Company Name

 Signature

 Printed Name

 Title

 Address

 City, State Zip Code



Draft Contract

Please review the included draft contract, redline and make changes to any terms you cannot abide by, and return with your submission.

_____ I have read and can comply with all contract terms. I am not returning the draft contract.

_____ I have read the contract terms, revised those I cannot comply with, and have included a copy with my submission.

 Signature Date

This Agreement is entered into this _____ day of _____, 2016 (but effective as of _____) ("Effective Date") by and between the City of San Angelo, a Texas home-rule municipal corporation ("City") and _____ ("Contractor").

1. STATEMENT OF WORK:

- A. Description of Work. Contractor shall furnish all of the material, supplies, tools, equipment, labor, installation, warranties, and other services necessary for the construction and completion of the work set forth in Exhibit "A" entitled Scope of Work hereto, which by this reference is incorporated into and made a part of this Agreement ("Work").
- B. Contract Price. City shall pay to Contractor for performance of Work embraced in this Agreement, and Contractor shall accept as full compensation therefore, the Quoted Price of _____ (\$_____.00) payment thereof to be made in current funds in the manner provided in paragraph 2 below.

2. PAYMENT PROCEDURES: Upon completion and acceptance of Work by City Contractor shall invoice the City for payment. City shall pay the invoice within 30 days of receipt.

3. CONTRACTOR'S REPRESENTATIONS: In order to induce City to enter into this Agreement, Contractor makes the following representations to City:

- A. Contractor has familiarized itself with the nature and extent of this Agreement, Work, and with all local conditions and federal, state and local laws.
- B. Contractor has made, or caused to be made, examinations and investigations of information as it deems necessary for the performance of Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of this Agreement; and no additional examinations, investigations or similar data are, or will be required by Contractor for such purposes.
- C. Contractor has given City advanced written notice of all conflicts, errors, or discrepancies that it has discovered in this Agreement prior to submitting a quote and the written resolution thereof by City is acceptable to Contractor.
- D. Contractor is skilled and experienced to responsibly perform the type of Work described in this Agreement in a timely manner.



4. INDEMNIFICATION:

CONTRACTOR SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS CITY AND ITS OFFICIALS, EMPLOYEES AND AGENTS (COLLECTIVELY REFERRED TO AS "INDEMNITEES") AND EACH OF THEM FROM AND AGAINST ALL LOSS, COSTS, PENALTIES, FINES, DAMAGES, CLAIMS, EXPENSES (INCLUDING ATTORNEY'S FEES) OR LIABILITIES (COLLECTIVELY REFERRED TO AS "LIABILITIES") BY REASON OF ANY INJURY TO OR DEATH OF ANY PERSON OR DAMAGE TO OR DESTRUCTION OR LOSS OF ANY PROPERTY ARISING OUT OF, RESULTING FROM, OR IN CONNECTION WITH (I) THE PERFORMANCE OR NON-PERFORMANCE OF THE SERVICES CONTEMPLATED BY THIS AGREEMENT WHICH IS OR IS ALLEGED TO BE DIRECTLY OR INDIRECTLY CAUSED, IN WHOLE OR IN PART, BY ANY ACT, OMISSION, DEFAULT OR NEGLIGENCE (WHETHER ACTIVE OR PASSIVE) OF CONTRACTOR OR ITS EMPLOYEES, AGENTS OR SUB-CONTRACTORS (COLLECTIVELY REFERRED TO AS "CONTRACTOR"), REGARDLESS OF WHETHER IT IS, OR IS ALLEGED TO BE, CAUSED IN WHOLE OR PART (WHETHER JOINT, CONCURRENT OR CONTRIBUTING) BY ANY ACT, OMISSION, DEFAULT OR NEGLIGENCE (WHETHER ACTIVE OR PASSIVE) OR STRICT LIABILITY OF THE INDEMNITIES, OR ANY OF THEM OR (II) THE FAILURE OF CONTRACTOR TO COMPLY WITH ANY OF THE PARAGRAPHS HEREIN OR THE FAILURE OF CONTRACTOR TO CONFORM TO STATUTES, ORDINANCES, OR OTHER REGULATIONS OR REQUIREMENTS OF ANY GOVERNMENTAL AUTHORITY, FEDERAL, STATE OR LOCAL, IN CONNECTION WITH THE PERFORMANCE OF THIS AGREEMENT. CONTRACTOR EXPRESSLY AGREES TO INDEMNIFY AND HOLD HARMLESS THE INDEMNITEES, OR ANY OF THEM, FROM AND AGAINST ALL LIABILITIES WHICH MAY BE ASSERTED BY AN EMPLOYEE OR FORMER EMPLOYEE OF CONTRACTOR, OR ANY OF ITS SUB-CONTRACTORS, AS PROVIDED ABOVE, FOR WHICH CONTRACTOR'S LIABILITY TO SUCH EMPLOYEE OR FORMER EMPLOYEE WOULD OTHERWISE BE LIMITED TO PAYMENTS UNDER STATE WORKERS' COMPENSATION OR SIMILAR LAWS. NOTHING HEREIN SHALL REQUIRE CONTRACTOR TO INDEMNIFY, DEFEND, OR HOLD HARMLESS ANY INDEMNITEE FOR THE INDEMNITEE'S OWN GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

6. INSURANCE - TYPES AND AMOUNTS OF INSURANCE REQUIRED.

Contractor shall obtain and continuously maintain in effect at all times during the term hereof, at Contractor's sole expense, insurance coverage as follows with limits not less than those set forth below:

A. COMMERCIAL GENERAL LIABILITY.

This policy shall be an occurrence-type policy and shall protect Contractor and additional insureds against all claims arising from bodily injury, sickness, disease or death of any person (other than Contractor's employees) and damage to property of the City or others arising out of the act or omission of Contractor or its agents and employees. This policy shall also include protection against claims for the contractual liability assumed by Contractor under the paragraph of this agreement entitled "Indemnification," including completed operations, products liability, contractual coverage, broad form property coverage, explosion, collapse, underground, premises/operations, and independent Contractors (to remain in force for two years after final payment). Coverage limits shall not be less than:

\$ 2,000,000.00 General Aggregate



- \$ 1,000,000.00 Products - Completed Operations**
- \$ 1,000,000.00 Personal & Advertising Injury**
- \$ 1,000,000.00 Each Occurrence**
- \$100,000.00 Fire Damage (any one fire)**

B. BUSINESS AUTOMOBILE LIABILITY.

This policy shall be written in comprehensive form and shall protect Contractor and the additional insureds against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles and shall cover operation on and off the premises of all motor vehicles licensed for highway use, whether they are owned, non-owned or hired. Coverage shall not be less than:

- \$ 1,000,000.00 Combined Single Limit per Claim**

C. WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY.

If Contractor hires any employees, Contractor shall maintain Workers' Compensation and Employer's Liability insurance, which shall protect Contractor against all claims under applicable state workers' compensation laws and employer's liability. The insured shall also be protected against claim for injury, disease or death of employees which for any reason, may not fall within the provisions of a workers' compensation law. Coverage shall not be less than:

Statutory Amount	Workers' Compensation
\$ 500,000.00	Employer's Liability, Each Accident
\$ 500,000.00	Employer's Liability, Disease – Each Employee
\$ 500,000.00	Employer's Liability, Disease – Policy Limit

The foregoing requirement will not be applicable if, and so long as, Contractor qualifies as a self-insurer under the rules and regulations of the commission or agency administering the workers compensation program in Texas and furnishes evidence of such qualification to City in accordance with the notice provisions of this Agreement.

If Contractor uses contract labor, contractor shall require its sub-contractor to maintain the above referenced coverage and furnish copies of certificates of insurance as required

6. INDEPENDENT CONTRACTOR. Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/ employee between the parties. The Contractor shall at all times remain an independent contractor with respect to the services to be performed under this Agreement. City shall be exempt from payment of all unemployment compensation, FICA, retirement, life and/ or medical insurance and workers' compensation insurance on Contractor's employees.

7. AMENDMENTS. The City or Contractor may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of both organizations, and approved by the City. Such amendments shall not invalidate this Agreement, nor relieve or release the City or Contractor from their respective obligations under this Agreement.



8. ASSIGNMENT. No assignment by a party hereto of any rights under, or interest in, this Agreement will be binding on another party hereto without the written consent of the party sought to be bound; and specifically, but without limitation, moneys that may become due, and moneys that are due, may not be assigned without such prior consent (except to the extent that this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

9. BREACH. Before City shall be liable to Contractor or any of its successors or assigns for any alleged breach of this Agreement, notice must first be given City within six (6) months of the date Contractor alleges the breach occurred. Such notice shall be in accordance with and provide substantially the same information as required for notice of tort claims as specified in Article 1.500 of the City of San Angelo Code of Ordinances.

10. APPLICABLE LAW. This Agreement is subject to all applicable federal and state laws, statutes, codes, rules and regulations and local ordinances, rules and regulations.

11. SEVERABILITY. If any provision of this Agreement is held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

12. VENUE. This Agreement is governed by the laws of the State of Texas. Venue for any suit or claim or cause of action arising out of or related to the Work covered by this Agreement shall be in Tom Green County, Texas.

13. COUNTERPARTS. This Agreement may be executed in two or more counterparts, each of which shall constitute an original but all of which, when taken together, shall constitute one and the same agreement.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their respective officials thereunto duly authorized, this the day and year above written.

CITY OF SAN ANGELO

By:

ATTEST:

Bryan Kendrick, City Clerk

COMPANY.

By:



CITY OF SAN ANGELO
PURCHASING DIVISION
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219

APPROVED AS TO FORM:

Theresa James, City Attorney

APPROVED AS TO INSURANCE:

Charles Hagen, Risk Manager

APPROVED AS TO CONTENT:

Carl White, Director of Parks and Recreation



CITY OF SAN ANGELO
PURCHASING DIVISION
72 West College Avenue, San Angelo, Texas 76903
Tel: (325) 657-4219

Exhibit "A"
Scope of Services