

Construction Checklist:

Bonds – Government Code 2253

Bid Bond – (This is the statement used)

Accompanying this proposal is a Bid Bond in the amount of not less than five percent (5%) of the greatest total amount of this Proposal. (Base price with all alternates)

The proposer agrees that this proposal will not be withdrawn for a period of ninety (90) days from the date of the opening.

Payment Bond – (This is the statement used)

If the total proposal (including all alternates) is more than \$50,000, then a payment bond is required if the contract provides that payment is not due to the Contractor until the work is completed and accepted by the City. The Contractor must state in writing the job is to be turnkey or bonded in the contract documents.

Performance Bond – (This is the statement used)

If the total proposal (including all alternates) is more than \$100,000, then a performance bond is required if the contract provides that payment is not due to the Contractor until the work is completed and accepted by the City. The Contractor must state in writing the job is to be turnkey or bonded in the contract documents.

Certificate of Interested Parties Form 1295 – (The City uses this wording, the vendor will complete the form and turn in. Example is attached)

Pursuant to newly enacted Section 2252 of the Texas Government Code as of January 1, 2016, any business entity entering into a contract with a local government that requires approval of the governing body must submit a Disclosure of Interested Parties to the local government prior to the execution of the contract. The Texas Ethics Commission (TEC) has adopted a form for the Disclosure of Interested Parties (Form 1295) and has created a website application for business entities to submit the required information.

The City of Splendora may not enter into a contract that requires the approval of the City Council until the business entity that is a party to the contract files a Form 1295 with the Texas Ethics Commission and the City of Splendora Purchasing Department.

Israel Affidavit – HB 89

This signed RFP document confirms the City has gained a written affirmative verification that the contractor/company does not currently boycott Israel nor will boycott Israel during the term of the contract.

Date

Signature of Company Representative

Conflict of Interest Questionnaire – Local Gvt Code 176

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>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).</p> <p>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.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	OFFICE USE ONLY Date Received	
1 Name of vendor who has a business relationship with local governmental entity.		
2 <input type="checkbox"/> 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?	<input type="checkbox"/> Yes <input type="checkbox"/> 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?	<input type="checkbox"/> Yes <input type="checkbox"/> 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 <input type="checkbox"/> 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.

Insurance – (Items d and e are changed depending on the project)

The awarded responder shall furnish and keep in full force (at its own cost and expense) the following insurance during the term of this Contract:

- a. **Workers Compensation/Employers Liability Insurance:** The Contractor shall take out and maintain during the life of this contract, Employers' Liability and Worker's Compensation Insurance for all of their employees employed at the site of the work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. The City of Splendora requires a waiver of subrogation against the City.
- b. Commercial General Liability at minimum combined single limits of (\$1,000,000 per occurrence and \$2,000,000 general aggregate) for bodily injury and for property damages, which coverage shall include products/completed operations at \$1,000,000 per occurrence.
- c. Commercial Automobile Liability at minimum combined single limits of \$300,000 per occurrence for Bodily Injury and Property Damage, including owned, non-owned, and hired vehicle coverage.
- d. Professional Liability Insurance shall be \$1,000,000 per occurrence.
- e. Builders Risk Insurance for "each" housing unit/structure in the amount of \$100,000.

All insurance must be written on forms filed with and approved by the Texas Board of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent.

The awarded responder shall furnish at their own expense to the City of Splendora, a Certificate of Liability Insurance listing the City as an "**Additional Insured**" via endorsement. In Description of Operations will need wording similar to: Blanket additional insured is added in favor of the certificate holder with respects to the general liability coverage as required by written contract. Blanket Waiver of Subrogation is added in favor of the certificate holder with respects to workers compensations coverage as required by written contract. Certificate Holder to be: City of Splendora
 _____TX 77340.

The required insurance must contain a provision that at least thirty (30) days prior notice of cancellation, non-renewal, or material change of said insurance shall be submitted to the city, by the insurance company. The City reserves the right to full, certified copies of all required insurance policies when requested in writing. Insurance will be required prior to purchase order being issued.

Copy of insurance to be supplied prior to award

Iran Affidavit – SB 252

This signed RFP document confirms the City has gained a written affirmative verification that the contractor/company will not do business with Iran, Sudan or a foreign terrorist organization during the term of the contract.

Date

Signature of Company Representative

No Bid Statements – City only

Bid Name: Mowing and Trimming Service Bid Number 17 - 23

The City of Splendora seeks to evaluate the level of competitiveness provided. Please complete this form only if you are not submitting a quote.

Please check the appropriate boxes indicating the factors considered for not bidding.

- Unable to respond to the request for bid or request for proposals by the specific deadline.
- Our company does not carry or cannot offer this type of product and service.
- Specifications are restrictive, unclear or incomplete. Please explain below

- Invitation is suitable, but engaged in other work.
- Do not wish to do business with the City.

The purpose of this form is to achieve a maximum participation in the bidding process. Vendor comments are not restrictive to the above described. Please make any statement that may have impacted your ability to bid.

Legal Notice/Notice to Bidders – Local Gvt Code 252

REQUEST FOR COMPETITIVE SEALED PROPOSALS

COMPETITIVE SEALED PROPOSALS, addressed to the Mayor and Council of the City of Splendora, Texas, will be received at the office of the City Secretary, City Hall, _____, _____ Splendora, Texas, until 2_____ for the purpose of furnishing all supervision, materials, equipment, performing of all work required in the construction of the City of Splendora Police Station and other improvements incidental thereto, at which time and place the proposals will be publicly opened and read aloud and retained for tabulation, checking and evaluation.

PROPOSALS shall be submitted in sealed envelopes. Sealed envelopes should be marked: “Competitive Sealed Proposal for Project #17 – 1 City of Splendora Police Station”. Do not open until _____

PRE-PROPOSAL CONFERENCE – A NON-MANDATORY pre-proposal conference will be

held at _____ at the City of Splendor City Hall, _____ Splendor, Texas 77320. No other site visits will be allowed other than at this time and day.

PLANS, SPECIFICATIONS AND CONTRACT DOCUMENTS may be examined without charge at the following location:

City Hall, _____, Splendor, Texas

Tel: (____) _____

A digital copy of all solicitation documents may be downloaded from "Bids and RFPs" section of the City of Splendor website (_____).

Legal Ad Dates:
Sunday August 6, 2017
Sunday August 13, 2017

Wage Rate –Government Code 2258 (The following statement is written then I go to the DOL and attach their most current wage rate)

"Not less than the prevailing wage rates as hereinafter set forth in the contract documents which are made a part hereof, must be paid on this project per Texas Government Code Chapter 2258"

General Decision Number: TX170220 04/14/2017 TX220

Superseded General Decision Number: TX20160220

State: Texas

Construction Type: Building

County: Montgomery County in Texas.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.20 for calendar year 2017 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.20 (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2017. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number Publication Date

0 01/06/2017

1 04/14/2017

ASBE0022-003 12/01/2016

		Rates	Fringes
1	ASBESTOS WORKER/HEAT & FROST		
2	INSULATOR.....	\$ 23.42	12.26
3	-----		
4	* BOIL0074-003 01/01/2017		
5			
6		Rates	Fringes
7			
8	BOILERMAKER.....	\$ 28.00	22.35
9	-----		
10	CARP0551-006 04/01/2016		
11			
12		Rates	Fringes
13			
14	CARPENTER (Form Work Only).....	\$ 23.05	8.78
15	-----		
16	IRON0084-008 06/01/2015		
17			