

TRINITY COUNTY, TEXAS
Doug Page, County Judge
162 W. 1st Street, Groveton, TX 75845
936-642-1746

BID NUMBER: 2022-05.10

INVITATION TO BID	
ITEM:	ROAD MATERIALS AND CONTRACT HAULING/DELIVERY OF ROAD MATERIALS ROAD & BRIDGE PRECINCTS 1-4
DEADLINE:	Friday, June 24, 2022 @ 1:00 pm
Date of Opening/Awarded:	Tuesday, June 28, 2022 @ 9:00 am
Location:	Trinity County Commissioners Court Room 162 West 1st Street, Groveton, TX 75845
Period of Contract: October 1, 2022 through September 30, 2023	

Specifications and required submittal forms are attached or may be obtained by contacting the Trinity County Auditor's Office, Trinity County Courthouse – 162 W. First St., 3rd Floor, Groveton, TX 75845 (936-642-2233). Eligible bids must be submitted on the form provided by the County. Bids must be sealed and identified on the exterior of the envelope as "**Road Materials/Contract Hauling**" and received at the office of the County Auditor by **Friday, June 24, 2022, at 1:00 p.m.**

The subject bids are scheduled to be opened, read, and awarded in the Trinity County Commissioners Court session to be held on Tuesday, June 28, 2022, at 9:00 a.m., in the Trinity County Commissioners Courtroom, 1st floor of the Trinity County Courthouse, Groveton, Texas. Contracts for material will be awarded to the successful bidder in accordance with the law for receiving bids for such material. The Trinity County Commissioners Court reserves the right to reject any and all bids or to accept the bid deemed to serve the best interest of the County.

GENERAL CONDITIONS/INSTRUCTIONS

1. Bids are solicited for the furnishing of materials and labor set forth in this invitation to bid. Completed bid proposals must be received in the County Auditor's Office, Groveton, Texas 75845 by the deadline stated above. Bids may be hand delivered to 162 W. 1st St. 3rd Floor, Groveton, Texas 75845 or mailed to PO Box 1030, Groveton, TX 75845. All bids must be in a sealed envelope clearly marked with the bid item and opening date on the outside of the envelope.
2. Bids received in the County Auditor's Office after the submission deadline shall be returned unopened and will be considered void and unacceptable. Trinity County is not responsible for delayed mail, carrier, etc. and the time/date stamp clock used upon receipt of any bid in the purchasing office shall be the official time of receipt. **No fax bids will be accepted.**
3. Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by bidder guaranteeing authenticity. After the official opening, bids may not be amended, altered, or withdrawn without the recommendation of the Trinity County Auditor and the approval of the Commissioners Court.
4. The County is exempt from federal excise and state sales tax; therefore, tax must not be included in this bid.
5. The bidder agrees if this bid is accepted, to furnish all materials upon which prices are offered, at the price(s) and upon the terms and conditions contained in the specifications. The period for acceptance of this bid proposal will be sixty (60) calendar days unless a different period is noted by bidder at the time the bid is submitted by bidder.
6. The County reserves the right to accept or reject in part or in whole any bids submitted, and to waive any technicalities related to the bidding process for the benefit of the County, granted that such waiver is allowed under federal and state laws.
7. Invoices shall be sent directly to the Trinity County Auditor's Office, PO Box 1030, Groveton, Texas 75845. Payments will be processed after confirmation that all materials have been received satisfactorily and no unauthorized materials have been received.
8. Trinity County terms of invoice are net thirty (30) days from statement date.
9. Bidder's failure to comply with the terms and conditions of a contract associated with an accepted bid, shall be a basis for the termination of the contract by the County. The County shall not pay for supplies which are unsatisfactory. The County may give Contractor a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the validity of the County's termination for non-performance.
10. If quantities are indicated in the bid, they are estimated based upon information at the time bids are requested, unless otherwise stated in the specifications. The County reserves the right to increase or decrease the quantities by any amount it deems necessary to meet its needs without any adjustment in the contract price.

11. The bid award shall be based on, but not necessarily limited to the following factors:
 - a. Total price
 - b. Special needs and requirements of Trinity County
 - c. County's evaluation of Contractor's ability
 - d. Contractor's past performance record with any Texas County
12. If this bid is accepted and approved by the Commissioners Court, then this bid shall be incorporated into a contract. No oral agreements either expressed or implied shall be valid. No different or additional terms will become part of this contract unless agreed upon by both parties.
13. The Contractor shall make himself familiar with and always shall observe and comply with all federal, state, and local laws, ordinances, and regulations that, in any manner, affect the conduct of the work.
14. All insurance requirements, including workers' compensation and liability, as outlined under state law, shall be met prior to any services rendered and shall remain in effect during the time of the contract associated with an accepted bid. Payments shall not become due and payable until such certificates have been filed.
15. The parties herein agree that the contract associated with an accepted bid shall be enforceable in Trinity County, Texas; and, if legal action is necessary to enforce it, exclusive venue shall lie in Trinity County, Texas.
16. The contract associated with an accepted bid shall be governed by and construed in accordance with the laws of the State of Texas and all applicable federal laws.
17. The contract shall be governed by and construed in accordance with the laws of the State of Texas and all applicable federal laws.
18. This bid when properly accepted by Trinity County Commissioners' Court, shall constitute a contract equally binding between the successful bidder and Trinity County. No different or additional terms will become part of this contract.
19. **THE CONTRACTOR SHALL INDEMNIFY AND HOLD HARMLESS THE COUNTY AND ITS DULY APPOINTED OFFICERS, AGENTS AND EMPLOYEES FOR ALL SUITS, ACTIONS, LOSSES, DAMAGES, CLAIMS, OR LIABILITY OF ANY CHARACTER, TYPE, OR DESCRIPTION, INCLUDING WITHOUT LIMITING THE GENERALITY OF THE FOREGOING ALL EXPENSES OF LITIGATION, COURT COSTS, AND ATTORNEYS' FEES FOR INJURY OR DEATH TO ANY PERSON, OR INJURY TO ANY PROPERTY, RECEIVED OR SUSTAINED BY ANY PERSON OR PERSONS OR PROPERTY, ARISING OUT OF, OR OCCASIONED BY, THE ACTS OF CONTRACTOR'S OFFICERS, AGENTS OR EMPLOYEES.**
20. If a court of competent jurisdiction determines that any term of the contract associated with an accepted bid is invalid or unenforceable to any extent under applicable law, the remainder of the contract associated with an accepted bid (and the application of this agreement to other) shall not be affected thereby, and each remaining term shall be valid and enforceable to the fullest extent permitted by law.

21. If the Contractor defaults in the performance of the terms and conditions contained herein, or materially breaches any of its provisions, the County shall have the right to terminate the contract associated with an accepted bid by giving written notice of termination within thirty (30) days of the occurrence of the default or material breach.

22. By accepting this invitation to bid and bidding on the item(s) set forth above you are accepting any and all the general conditions set forth above and any additional specifications and conditions contained within the contract attached.

Respectfully,

Trinity County Commissioners' Court

SPECIFICATIONS

1. **Bid Purchase:** Supplier will be required to notify the County Official placing the order in the event of unforeseen delays in the delivery of specified shipments. If the Supplier fails to deliver by the specified delivery date or is unable to give acceptable reasons for the delay, Trinity County reserves the right to cancel the portion of the order(s) that the Supplier has failed to deliver and purchase it elsewhere, charging the difference in price to the Supplier awarded the contract.
 - a. The County reserves the right to purchase materials/supplies from another supplier if the successful bidder cannot fill an order when needed.

2. **Insurance:** Bidder shall provide insurance as pertains to the State Department of Highways and Public Transportation. A Certificate of Insurance, listing Trinity County, Texas as certificate holder, should be provided prior to the beginning of any services being rendered.
 - a. Certificate of Insurance Requirements to specify the following limits:
 - i. Commercial Liability: \$1,000,000 / Occurrence \$1,000,000 General Aggregate
 - ii. Business Auto Liability: \$1,000,000 CSL including hired and no-owned coverage
 - iii. Workers Compensation and/or Employer's Liability: \$100,000/\$500,000/\$100,000

3. **HB 1295** - Vendor must complete Form 1295 online with the Texas Ethics Commission ("TEC"). The TEC website can be accessed at <http://www.ethics.state.tx.us/file/>. Business entities **MUST** complete Form 1295 online prior to contracting with Trinity County.
 - a. Upon completing the form, the TEC website will generate a PDF version of the business entity's Form 1295, including creating a unique "Certificate Number" that is stamped in the upper right-hand corner of the form.
 - b. The business entity must then execute a hard copy of the form and submit it to Trinity County with the submitted bid documents. **Failure to submit Form 1295 with bid documents will result in disqualification.**
 - c. Example form attached as Addendum A

4. **HB 89** – Beginning September 1, 2017 a new state law prohibits contracts with a company for goods or services unless the contract contains written verification from the company that it (1) does not boycott Israel, and (2) will not boycott Israel during the term of the contract. Form attached as Addendum B.

5. **Conflict of Interest Questionnaire** - Beginning January 1, 2006 a new state law (Chapter 176 of the Texas Local Government Code) requires the filing of Conflict of Interest Questionnaires by individuals and businesses. The questionnaire requires disclosures describing certain business and gift giving relationships (if any) the filers may have with the Trinity County Commissioners Court members and other elected/appointed officials.

- a. The law applies to:
 - i. Businesses and individuals who contract with Trinity County,
 - ii. Businesses and individuals who seek to contract with Trinity County, (regardless of whether a bidder is awarded the contract), and
 - iii. Agents who represent such businesses in their business dealings with Trinity County.
 - iv. If you have any questions about compliance, please consult your own legal counsel. Compliance is the individual responsibility of each individual, business, and agent who is subject to the law's filing requirement.
 - v. This form can be accessed at <https://www.ethics.state.tx.us/forms/CIQ> and must be returned with the submitted bid documents. Form attached as Addendum C.

6. **Request for Taxpayer Identification Number and Certification** - Vendor must complete a W-9 Form as attached with bid documents. Form attached as Addendum D.

7. The successful bidder shall agree to furnish the items bid for a period of one (1) year beginning October 1, 2022.

8. **Material Grade** - Bidder shall provide material of the highest industry standard of manufacturing pricing for the following:
 - a. **Limestone Road Base** – TxDOT Type A, Grade 1 and Grade 2 . Crushed stone produced and graded from oversized quarried aggregate that originates from a single, naturally occurring source. Do not use gravel or multiple sources.
 - b. **Limestone Rock** – TxDOT Type A. Crushed stone produced and graded from oversized quarried aggregate that originates from a single, naturally occurring source Do not use gravel or multiple sources.
 - i. 1” to 3” Limestone Rock
 - ii. 3” to 5” Limestone Rock

9. **Pricing** - The bidder shall provide pricing of Road Material / Rock as follows:
 - a. Bid price per ton for Road Materials /Rock loaded at your location on the transport vehicle provided by the county.
 - b. Bid price per ton for Road Materials/Rock delivered to a Trinity County Precinct Barn or other locations agreed upon by Trinity County and the bidder.

10. **Delivery to Precinct Barns** -
 - a. Precinct Locations:
 - i. Road & Bridge Precinct 1 - 202 E. Front St Groveton, TX 75845
 - ii. Road & Bridge Precinct 2 & 3 - 9111 S. State Hwy 94 Trinity, TX 75862
 - iii. Road & Bridge Precinct 4 – Two Locations:
 - a) 6417 FM 2781, Pennington, TX 75856
 - b) 900 Centerville Cutoff Road, Groveton TX 75845
 - b. Other Agreed upon location(s) as needed.

11. **Rock Hauling** - Contractor hauling small aggregate, rip-rap or other large stone which is picked up at various rock quarries must use rock pits, quarries or suppliers specified and authorized by the County. **Failure or refusal of contractor** to pick up and deliver from rock pits as directed by the County, shall constitute authority for the County to hire alternate contractors for delivery. The County shall have the right to award the whole bid, only part of the bid, or none of the bid to single or multiple bidders, based on its sole discretion of its best interest.

12. **NOTE** - Pursuant to LGC 262.027 the court may award more than one contract.

TRINITY COUNTY, TEXAS
DOUG PAGE, COUNTY JUDGE
162 W 1ST ST, GROVETON, TX 75845
(936) 642-2233 fax (936) 642-0432

CONTRACT

STATE OF TEXAS
COUNTY OF TRINITY

WHEREAS, the attached "Bid Package" which includes the **Invitation to Bid, General Conditions/Instructions, Specifications, Proposal, and Bid Sheet(s)** for the item(s) being published for competitive bid, were solicited pursuant to Texas Local Government Code 262.021; and

WHEREAS, the Trinity County Commissioners Court as the governing body of Trinity County did on June 28, 2022 award a contract to _____(Contractor/Bidder) for furnishing the materials, equipment, supplies and or services in quantities and at prices as set forth in the above attached Bid Package; and

THEREFORE, knowing all men by these present, that this contract is entered into by Trinity County, Texas (hereinafter called "County") and the undersigned Contractor (hereinafter called "Contractor" or Bidder").

WITNESSETH

THAT IN ACCORDANCE with the above attached Bid Package in every particular, the Contractor will perform in accordance with the terms thereof and the County agrees to make payment for such items or services purchased on appropriate purchase orders in accordance with the items of said Bid Package which is made a part of this contract and incorporated herein for all purposes.

THAT IN ACCORDANCE with the attached the County's acceptance of equipment, supplies and services shall be contingent on (1) they conform, (2) they were delivered (if applicable), and (3) services have been satisfactorily performed in the sole determination of the County.

PRIOR AGREEMENTS SUPERSEDED

This Contract, with the entire Bid Package incorporated herein for all purposes, including any required supporting literature, brochures, and/or data sheets or sample, constitutes the sole agreements of the parties to the agreement and supersedes all oral or written previous and contemporary agreements between the parties and relating to matters herein. This contract along with the Bid Package shall be considered a "Contract associated with an accepted bid" as referenced in the Bid Package.

AMENDMENT

No amendment, modification, or alteration of the terms of this contract shall be binding, unless same is in writing, dated subsequent to the date of this contract, and duly executed by an authorized representative of each party.

CONTRACTOR/BIDDER'S AFFIRMATION

Contractor/Bidder affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership, or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to price, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

Pursuant to 262.0276 of the Texas Local Government Code, Contractor/Bidder hereby affirms that Contractor/Bidder is not indebted to Trinity County.

IN TESTIMONY WHEREOF: Witness our hands at Trinity County, Texas, effective as of the date awarded above, if any.

TRINITY COUNTY

BY _____
Doug Page, County Judge

ATTEST: _____
Shasta Bergman, County Clerk

CONTRACTOR

Name of Contracting Company

Contact Name

Title

Mailing Address

City State Zip Code

Signature of Company Official Authorizing Bid/Offer

Printed Name

Phone Fax E-mail Address

**Failure to sign the contract page(s) may disqualify the bid from being considered by the Commissioners Court. However, this contract is not valid until awarded in Commissioners Court and signed by both parties.

BID SUBMITTAL SHEET

MUST BE SIGNED AND SUBMITTED AS A BID COVER SHEET

BIDDERS MUST PROVIDE DETAILED INVOICES INCLUDING: DRIVER, DATE OF DELIVERY, TYPE OF MATERIAL AND TONNAGE HAULED, DELIVERY POINT, MILEAGE CLAIMED IF NOT HAULED TO COUNTY BARN AND WEIGHT TICKETS FROM PICKUP LOCATIONS.

“I verify this bid to be in accordance with the Notice and the Instructions to Bidders, that I have read the foregoing information and specification and that I shall carry out all requirements detailed within the same”.

Submitted by:

Company Name: _____

Signature: _____ Title: _____

Print Name: _____ Date: _____

Address: _____

Phone Number: _____ Fax Number: _____

Email: _____

This agreement is nonexclusive and in no way restricts the County’s ability to competitively bid for the same or similar materials and services or the County’s sole discretion to contract for such materials and services with other contractors.

BID SUBMITTAL FORM

TO BE COMPLETED BY BIDDER

LIMESTONE BASE:

TYPE A – GRADE 1 \$ _____ /cu/yd

PRICE PER TON AT PLANT SITE \$ _____ /ton

PRECINCT 1 – GROVETON SITE DELIVERED \$ _____ /ton

PRECINCT 2 & 3 – TRINITY SITE DELIVERED \$ _____ /ton

PRECINCT 4 – PENNINGTON SITE DELIVERED \$ _____ /ton

PRECINCT 4 – CENTERVILLE CUT-OFF SITE DELIVERED \$ _____ /ton

TYPE A – GRADE 2 \$ _____ /cu/yd

PRICE PER TON AT PLANT SITE \$ _____ /ton

PRECINCT 1 – GROVETON SITE DELIVERED \$ _____ /ton

PRECINCT 2 & 3 – TRINITY SITE DELIVERED \$ _____ /ton

PRECINCT 4 – PENNINGTON SITE DELIVERED \$ _____ /ton

PRECINCT 4 – CENTERVILLE CUT-OFF SITE DELIVERED \$ _____ /ton

1 X 3 LIMESTONE ROCK \$ _____ /cu/yd

PRICE PER TON AT PLANT SITE \$ _____ /ton

PRECINCT 1 – GROVETON SITE DELIVERED \$ _____ /ton

PRECINCT 2 & 3 – TRINITY SITE DELIVERED \$ _____ /ton

PRECINCT 4 – PENNINGTON SITE DELIVERED \$ _____ /ton

PRECINCT 4 – CENTERVILLE CUT-OFF SITE DELIVERED \$ _____ /ton

3 X 5 LIMESTONE ROCK \$ _____ /cu/yd

PRICE PER TON AT PLANT SITE \$ _____ /ton

PRECINCT 1 – GROVETON SITE DELIVERED \$ _____ /ton

PRECINCT 2 & 3 – TRINITY SITE DELIVERED \$ _____ /ton

PRECINCT 4 – PENNINGTON SITE DELIVERED \$ _____ /ton

PRECINCT 4 – CENTERVILLE CUT-OFF SITE DELIVERED \$ _____ /ton

CHARGE(S) FOR DELIVERY TO JOBSITE IF OTHER THAN PRECINCT YARD – PER MILE PER LOADED TON:

ADDENDUMS:

(To be included in Bid Package)

Addendum "A" – Form 1295 (1 page)

Addendum "B" – House Bill 89 (1 page)

Addendum "C" – Conflict of Interest Questionnaire (2 pages)

Addendum "D" – Form W-9 (1 pages)

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

 Signature of authorized agent of contracting business entity
 (Declarant)

ADD ADDITIONAL PAGES AS NECESSARY



TRINITY COUNTY TEXAS

HOUSE BILL 89 VERIFICATION

All fields must be completed

I, _____,
Authorized Company Representative

the undersigned representative of _____
Business Name

(hereafter referred to as Company) being an adult over the age of eighteen (18) years of age, do hereby depose and verify that the Company named above, under the provisions of Subtitle F, Title 10, Texas Government Code Chapter 2270:

1. Does not boycott the country of Israel currently; and
2. Will not boycott the country of Israel during the term of the contract between the above-named Company, business or individual and Trinity county Texas.

Signature

Date

Pursuant to Section 2270.001, Texas Government Code:

1. *“Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and*
2. *“Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.*

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

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.

**Request for Taxpayer
Identification Number and Certification**

**Give Form to the
requester. Do not
send to the IRS.**

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <hr/> <p>2 Business name/disregarded entity name, if different from above</p> <hr/> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ► _____ </p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see Instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <hr/> <p>6 City, state, and ZIP code</p> <hr/> <p>7 List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
or									
Employer identification number									

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.