

## INVITATION TO BID

### CALHOUN COUNTY COMBINED DISPATCH FACILITY STRUCTURED DATA CABLING

BID NUMBER: 2023.08



**SEALED BIDS ARE DUE BEFORE:**  
**2:00:00 PM, SEPTEMBER 21, 2023**

**AT THE OFFICE OF:**

Honorable Richard H. Meyer  
Calhoun County Judge  
Calhoun County Courthouse  
211 South Ann Street  
3<sup>rd</sup> Floor, Suite 301  
Port Lavaca, Texas 77979

Public Opening of the Bids will be conducted immediately after the closing of the 2:00:00 PM deadline, September 21, 2023 in the County Judge's office, Calhoun County Courthouse, 211 South Ann Street, 3<sup>rd</sup> Floor, Suite 301, Port Lavaca, Texas 77979.

Bids will be considered for award at a future meeting of the Calhoun County Commissioners Court. Award information will be sent to all vendors that submitted a Bid and, as time permits, will be posted on the County's website ([www.calhouncotx.org](http://www.calhouncotx.org)) under Public Notices, Bid Notices and Results, Results, 2023.

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## **INVITATION TO BID**

Notice is hereby given that the Commissioners Court of Calhoun County, Texas, will receive SEALED BIDS for:

**CALHOUN COUNTY COMBINED DISPATCH FACILITY STRUCTURED DATA CABLING  
BID NUMBER 2023.08**

The project consists of installing fiber optic cabling and installing low voltage structured data cabling for the new Calhoun County Dispatch Facility that will be located at 312 West Live Oak Street, Port Lavaca, Texas 77979. This project is being supported, in whole or in part, by the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, Assistance Listing 21.027 awarded to Calhoun County by the U.S. Department of the Treasury. The bidder may submit a bid for both parts or just one.

The complete Invitation to Bid Packet can be downloaded from the County's website, [www.calhouncotx.org](http://www.calhouncotx.org) (under Public Notices, Bid Notices and Results, Bid Notices, 2023) or by contacting Demi Cabrera, Assistant Auditor, at [demi.cabrera@calhouncotx.org](mailto:demi.cabrera@calhouncotx.org) or 361-553-4613.

A **Pre-Bid Conference will be held at 10:00 am local time, September 7, 2023.** Meeting location will start in the Commissioners Courtroom, Calhoun County Courthouse, 211 South Ann Street, 1<sup>st</sup> Floor, Suite 104, Port Lavaca, Texas 77979. Potential bidders are strongly urged to attend.

Due to part of the meeting being held inside the Adult Detention Center, it is recommended **ALL BIDDERS** attending the meeting fill out the Calhoun County Adult Detention Center Service Personnel Application Form and return the form to each (all) of the following by Wednesday, September 6, 2023 so that background checks may be completed before the meeting.

1. Rachel Martinez, Jail Administrator, [rachel.martinez@calhouncotx.org](mailto:rachel.martinez@calhouncotx.org)
2. Philip Dennis, Assistant Jail Administrator, [philip.dennis@calhouncotx.org](mailto:philip.dennis@calhouncotx.org)
3. Katie Dennis, [katie.dennis@calhouncotx.org](mailto:katie.dennis@calhouncotx.org)
4. Bobbie Vickery, Sheriff, [bobbie.vickery@calhouncotx.org](mailto:bobbie.vickery@calhouncotx.org)

Bidders must submit with their bid, a bid bond, issued by an acceptable surety, or a certified check, payable to Calhoun County, in the amount of not less than five percent (5%) of the total bid submitted. Bids submitted without the required security will not be considered.

All contractors and subcontractors must be cleared (not suspended or debarred) prior to any formal action authorizing the award of a contract to the contractor and for the duration of the project.

**SEALED BIDS MAY BE HAND DELIVERED OR MAILED TO:**

Honorable Richard H. Meyer  
Calhoun County Judge  
Calhoun County Courthouse  
211 South Ann Street  
3<sup>rd</sup> Floor, Suite 301  
Port Lavaca, TX 77979

All bids must be delivered to the Office of the Calhoun County Judge in a sealed 9x12 or larger envelope and **clearly marked on the outside of the envelope, or the UPS/FedEx/other Delivery Service envelope: Sealed Bid: Calhoun County Combined Dispatch Facility Structured Data Cabling, Bid Number 2023.08**

**Sealed bids consisting of one (1) original and three (3) printed copies of the complete bid and required forms are DUE BEFORE 2:00:00 PM local time, September 21, 2023 in the County Judge's office, Calhoun County Courthouse, 211 South Ann Street, 3<sup>rd</sup> floor, Suite 301, Port Lavaca, Texas.** At this time, all bids will be publicly opened and read aloud in the conference room located in the County Judge's office.

It is the responsibility of the submitting bidder to ensure that the sealed Bid is received in a timely manner. Calhoun County does not accept faxed or emailed Bids. Calhoun County accepts no financial responsibility for any cost incurred by any entity in the course of responding to the Bid. Bids received after the deadline will not be opened and will not be considered for award, regardless of whether or not the delay was outside of the control of the submitting bidder.

The cell phone in the County Judge's office or the cell phone of the County Auditor's Representative will be the official clock that shall be used in determining the time the Bid is received and the 2:00:00 PM deadline.

Calhoun County reserves the right to reject any or all bids or to waive any informalities in the bidding and to award to the responsible bidder submitting the best qualified acceptable bid who, in the opinion of Calhoun County, offers the bid in the best interest of the County. Bids may be held by Calhoun County for a period not to exceed sixty (60) days from the date of the bid opening for the purpose of reviewing the bids and investigating the bidder's qualifications prior to the contract award.

The successful bidder will be required to purchase and furnish a Performance Bond and a Payment Bond, each in the full amount of the contract, written by a responsible surety company authorized to do business in the State of Texas, as required by Article 5160, V.A.T.C.S., as amended by H.B. 344, passed by the Legislature, Regular Session, 1959.

Attention is called to the fact that not less than, the federally determined prevailing (Davis-Bacon and Related Acts) wage rates, as issued by the Department of Labor and contained in the contract documents, must be paid on this project. In addition, the successful bidder must ensure that employees and applicants for employment are not discriminated against because of age, race, color, religion, sex, sexual orientation, gender identity, national origin, handicapped status or limited English proficiency. Adherence to the grant recipient's Section 3 Policy is required for contracts and subcontracts in excess of \$100,000.00.

Calhoun County, Texas is an Affirmative Action/Equal Opportunity Employer. The County does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, religion, age or handicapped status in employment or the provision of services. Section 3 Residents, Minority Business Enterprises, Small Business Enterprises, Women Business Enterprises, and Labor Surplus Area Firms are encouraged to submit Bids.

Cindy Mueller  
County Auditor  
Calhoun County, Texas

**RETURN INSTRUCTIONS**  
For  
Submitting a Bid for the  
Calhoun County Combined Dispatch Facility  
Structured Data Cabling  
Bid Number: 2023.08

**Return the following BEFORE 2:00:00 PM, SEPTEMBER 21, 2023**

Return One (1) Original and three (3) printed copies of the following:

- Invitation to Bid Form
- Bidder Information Form
- Affidavit
- Conflict of Interest Questionnaire, Form CIQ
- Certification Regarding Debarment & Suspension and Other Responsibility Matters
- Certification Regarding Lobbying Activities
- House Bill 89 Verification
- Residence Certification
- W-9
- System for Award Management (SAM) Record Search (print out of search results)

Do Not Fold any of the above information.

Bid must be returned in a sealed 9 x 12 or larger envelope clearly marked:  
SEALED BID - CALHOUN COUNTY COMBINED DISPATCH FACILITY STRUCTURED DATA CABLING,  
BID NUMBER: 2023.08

If you send your bid by UPS, FedEx or other delivery service, the outside of this sealed envelope must be clearly marked: SEALED BID - CALHOUN COUNTY COMBINED DISPATCH FACILITY STRUCTURED DATA CABLING, BID NUMBER: 2023.08

Submit Sealed Bid to: Honorable Richard H. Meyer, County Judge  
Calhoun County Courthouse  
211 S. Ann St., 3<sup>rd</sup> Floor, Suite 301  
Port Lavaca, TX 77979

**Bid must be sealed** (with the glue on the envelope or tape)

## **CALHOUN COUNTY, TEXAS GENERAL CONDITIONS**

**General Conditions apply to all advertised Invitations to Bid (hereinafter called Bid), Request for Proposals (hereinafter called RFP), Request for Qualifications (hereinafter called RFQ), Contracts/Agreements/Leases (hereinafter called Contract); however these may be superseded in whole or in part by the scope, special requirements, specifications or special sections of Texas Government Code and/or Texas Local Government Code.**

**Governing Law:**

Bidder/Vendor is advised that the Bid, RFP, RFQ, and/or Contract shall be fully governed by the laws of the State of Texas and that Calhoun County may request and rely on advice, decisions and opinions of the Attorney General of Texas and the County Attorney concerning any portion of the Bid, RFP, RFQ, and/or Contract.

All parties agree that the venue for any litigation arising from this Bid, RFP, RFQ, and/or Contract shall be held in Port Lavaca, Calhoun County, Texas.

**Completion of Bid, RFP, RFQ, and/or Contract Forms:**

Once the Bid, RFP, RFQ, and/or Contract is released for bidding, Calhoun County will not answer any questions except through an addendum that has been approved by Calhoun County Commissioners Court or at a mandatory pre-bid meeting.

Complete, sign, and return to the Calhoun County Judge's Office the required number of Bid forms, RFP forms, RFQ forms, and/or Contracts, and any other required information by the day and time the Bid, RFP, RFQ, and/or Contract is due.

The Bid, RFP, RFQ, and/or Contract must be signed and dated by an officer, employee or agent who is duly authorized to execute this Bid, RFP, RFQ, and/or Contract, and affirms that this company, corporation, firm, partnership or individual has not prepared this Bid, RFP, RFQ, and/or Contract in collusion with any other bidder/vendor or any official or employee of Calhoun County, and that the contents of this Bid, RFP, RFQ, and/or Contract as to prices, terms or conditions of said Bid, RFP, RFQ, and/or Contract have not been communicated by the individual signing nor by any employee or agent to any other person engaged in this type of business or to any official or employee of Calhoun County prior to the official opening of this Bid, RFP, RFQ, and/or Contract.

The use of liquid paper or white out is not acceptable and may result in the disqualification of the bidders/vendor's Bid, RFP, RFQ, and/or Contract. If an error is made, the bidder/vendor must draw a line through the error and initial each change. All responses typed or handwritten in ink must be clear and legible.

**Submission of Sealed Bid, RFP, RFQ, and/or Contract:**

All Bids, RFPs, RFQs, and/or Contracts must be delivered to the County Judge's Office in a SEALED envelope. When submitting a SEALED Bid, RFP, RFQ, and/or Contract the envelope must be taped and/or glued closed in order for it to be accepted as a SEALED Bid, RFP, RFQ, and/or Contract.

The bidder/vendor must submit the original and required number of copies of their completed Bid, RFP, RFQ, and/or Contract and any additional required information/forms in a SEALED envelope to the Calhoun County Judge's Office, Calhoun County Courthouse, 211 South Ann Street, 3<sup>rd</sup> Floor, Suite 301, Port Lavaca, Texas. The Bid, RFP, RFQ, and/or Contract will specify the date and time due.

The cell phone in the County Judge's office or the cell phone of the County Auditor's Representative is the official clock that will be used in determining the time the Bid, RFP, RFQ, and/or Contract is received and the time deadline that the Bid, RFP, RFQ, and/or Contract will be opened. A late delivery with an early postmark or delivery of the Bid, RFP, RFQ, and/or Contract to the wrong office will not suffice. Bids, RFPs, RFQs, and/or Contracts received after the deadline will not be considered for award, regardless of whether or not the delay was outside of the control of the submitting bidder/vendor. The door to the County Judge's office will be closed once the due date and time has been reached and no other bids will be accepted.

Calhoun County will not be responsible for the delivery of your Bid, RFP, RFQ, and/or Contract to the office of the Calhoun County Judge. Calhoun County is not responsible for late deliveries due to postal mail or other mail delivery services delays. Calhoun County is not responsible for the delivery of the Bid, RFP, RFQ, and/or Contract to the wrong office. Calhoun County does not accept faxed or emailed Bids, RFPs, RFQs, and/or Contracts. If the bidder/vendor would like to confirm the delivery of their Bid, RFP, RFQ, and/or Contract, the bidder/vendor may call the Calhoun County Judge's office at 361-553-4600. Late Bids, RFPs, RFQs, and/or Contracts will not be accepted. Bids, RFPs, RFQs, and/or Contracts received after the deadline will not be opened and shall be considered void and unacceptable.

Bids, RFPs, RFQs, and/or Contracts must be submitted in a SEALED 9 x 12 or larger envelope, addressed as follows: Richard H. Meyer, County Judge, Calhoun County Courthouse, 211 S. Ann St., Suite 301, Port Lavaca, TX 77979.

The outside of the SEALED envelope must be clearly marked: SEALED BID (RFP, RFQ, or Contract) and the name of the Bid, RFP, RFQ, or Contract.

If the Bid, RFP, RFQ, and/or Contract is sent by UPS, FedEx or other delivery service, the outside of this envelope must be clearly marked: SEALED Bid (RFP, RFQ, or Contract) and the name of the Bid, RFP, RFQ, or Contract.

**Withdrawal of Bid, RFP, RFQ, and/or Contract:**

A bidder/vendor may withdraw their Bid, RFP, RFQ, and/or Contract before Calhoun County's acceptance of the Bid, RFP, RFQ, and/or Contract without prejudice to the bidder/vendor, by submitting a written request for its withdrawal to the Calhoun County Judge and mail or hand deliver to the address the Bid, RFP, RFQ, and/or Contract was submitted to.

A Bid, RFP, RFQ, and/or Contract that was opened are not subject to amendment, alteration, or change for the purpose of correcting an error in the Bid, RFP, RFQ, and/or Contract price. Bids, RFPs, RFQs, and/or Contracts containing an error may be offered "as is" or withdrawn by the bidder/vendor in accordance with applicable State Laws.

**Opening and Award of Bid, RFP, RFQ, and/or Contract:**

Bidders/vendors are invited to be present at the opening and awarding of the Bid, RFP, RFQ, and/or Contract.

**Governing Forms:**

In the event of any conflict between the terms and provisions of these conditions, the Bid, RFP or RFQ specifications or contract, if applicable, shall govern. In the event of any conflict of interpretation of any part of this overall document, Calhoun County's interpretation shall govern.

**Addendums:**

When specifications are revised, the Calhoun County Auditor's Office will send each bidder/vendor that received a Bid, RFP, RFQ, and/or Contract packet the addendum once it has been approved by Calhoun County Commissioners Court. No addendum can be sent out until Calhoun County Commissioners Court has approved the addendum or approved the addendum to be sent out by the Engineer with the approval from the County Commissioner or County Department in charge of the project.

**Indemnification/Hold Harmless:**

The successful bidder/vendor shall defend, indemnify and hold Calhoun County and its officials, agents, and employees harmless from all suits, actions, or for personal injury, death and/or property damage arising from any cause whatsoever, resulting directly or indirectly from bidder's/vendor's performance. Bidder/vendor shall procure and maintain, with respect to the subject matter of this Bid, RFP, RFQ, and/or Contract, appropriate insurance coverage including, as a minimum, general liability and property damage, workers' compensation, employer's liability and auto insurance with adequate limits to cover bidder's/vendor's liability as may arise directly or indirectly from work performed under terms of this Bid, RFP, RFQ, and/or Contract. Certification of such coverage shall name, by policy endorsement, Calhoun County as an additional insured and be provided to Calhoun County upon request.

**Waiver of Subrogation:**

Bidder/vendor and bidder's/vendor's insurance carrier shall waive any and all rights whatsoever with regard to subrogation against Calhoun County and its respective officials, employees, and insurers as an indirect party to any suit arising out of personal or property damages resulting from bidder's/vendor's performance under this Bid, RFP, RFQ, and/or Contract. Insurers and all policies of insurance provided shall contain a provision and/or endorsement stating that the insurance carriers and underwriters waive all rights of subrogation in favor of Calhoun County and its respective officials, employees, and insurers.

**Bonds:**

If the Bid, or RFP, requires submission of bid or proposal guarantee and performance bond, there will be a separate page explaining those requirements. Bids or RFPs submitted without the required bid bond or cashier's checks are not acceptable.

**Taxes:**

Calhoun County is exempt from all sales tax (state, city and county sales tax) and federal excise taxes under Section 151.309 of the Texas Tax Code. Tax exempt forms will be furnished upon request to the bidder/vendor. Tax exempt forms can be obtained from the Calhoun County Auditor's Office. Bidder/vendor is to issue its Texas Resale Certificate to vendors and subcontractors for such items qualifying for this exemption, and further, bidder/vendor should state these items at cost.

**Pricing:**

Prices for all products/goods, services, and/or contracts shall be firm for the duration of the Bid, RFP, and/or Contract and shall be stated on the Bid, RFP, and/or Contract form. Prices shall be all inclusive. All prices must be written in ink or typewritten and must be legible.

Pricing on all transportation, freight, and other charges are to be prepaid by the bidder/vendor and included in the Bid, RFP, and/or Contract prices. If there are any additional charges of any kind, other than those mentioned above, specified or unspecified, bidder/vendor must indicate the items required and their costs or forfeit the right to payment for such items. Additional charges added to the Bid, RFP, and/or Contract prices may void the Bid, RFP, and/or Contract.

Where unit pricing and extended pricing differ, unit pricing prevails.

**Inspections:**

Calhoun County reserves the right to inspect any products/goods or service location for compliance with specifications and requirements and needs of the using department before accepting them.

When applicable, Calhoun County reserves the right to enter upon any County leased premises at any time to inspect said premises.

**Testing:**

Calhoun County reserves the right to test equipment, supplies, materials, and products/goods bid, proposed, and/or agreed upon for quality, compliance with specifications and ability to meet the needs of the user. Should the equipment, supplies, materials, products/goods and/or services fail to meet requirements and/or be unavailable for evaluation, the Bid, RFP, and/or Contract is subject to rejection.

**Material Safety Data Sheets:**

Under the "Hazardous Communications Act", commonly known as the "Texas Right To Know Act", a bidder/vendor must provide to Calhoun County with each delivery, material safety data sheets which are applicable to hazardous substances defined in the Act. Failure of the bidder/vendor to furnish this documentation will be cause to reject any Bid, RFP, and/or Contract applying thereto.

**Awards:**

Calhoun County reserves the right to award this Bid, RFP, RFQ, and/or Contract on the basis of lowest and/or best Bid, RFP, RFQ, and/or Contract that met specifications in accordance with the laws of the State of Texas, to waive any formality or irregularity, to make awards to more than one bidder/vendor, to reject any or all Bids, RFPs, RFQs, and/or Contracts and to be the sole judge in determining which Bid, RFP, RFQ, and/or Contract will be most advantageous to Calhoun County.

Calhoun County will evaluate and may award a Bid, RFP, RFQ, and/or Contract based on lowest and/or best Bid, RFP, RFQ, and/or Contract meeting specifications. "Lowest and/or best Bid, RFP, RFQ, and/or Contract" means a bid or offer providing the best value considering associated direct and indirect costs, including transport, maintenance, reliability, life cycle, warranties, the county's past experience with the bidder/vendor and customer service after a sale.

Calhoun County reserves the right to accept and/or reject any/all of the options Bid, any/all of the RFPs, any/all of the RFQs, and/or any/all of the Contracts as it deems to be in the best interest of the County. An award is final only upon formal execution by Calhoun County Commissioners Court.

Per Local Government Code, Sec. 262.027, Calhoun County reserves the right to reject all Bids, RFPs, RFQs, and/or Contracts and to go out for new Bids, RFPs, RFQs, and/or Contracts.

In the event of tie Bids, RFPs, RFQs, and/or Contracts, the winning Bid, RFP, RFQ, and/or Contract is determined per the Texas Local Governmental Code 262.027(b).

Calhoun County, Texas is an Affirmative Action/Equal Opportunity Employer. The County does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, religion, age or handicapped status in employment or the provision of services. Section 3 Residents, Minority Business Enterprises, Small Business Enterprises, Women Business Enterprises, and labor surplus area firms are encouraged to submit Bids, RFPs, RFQs, and/or Contracts.

**Assignment:**

The successful bidder/vendor may not assign, sell, sublease or otherwise transfer the Bid, RFP, RFQ, and/or Contract without first obtaining the written approval of Calhoun County Commissioners Court.

A change in ownership or management shall cancel the Bid, RFP, RFQ, and/or Contract unless a mutual agreement is reached with the new owner or manager to continue the Bid, RFP, RFQ, and/or Contract under the awarded provisions and approved by Calhoun County Commissioners Court.

**Term of the Bid, RFP, RFQ, and/or Contract:**

If the Bid, RFP, RFQ, and/or Contract is intended to cover a specific time period, said time will be given in the specifications, instructions, and/or contracts.

**Obligation of the Bid, RFP, RFQ, and/or Contract:**

Bids, RFPs, RFQs, and/or Contracts are awarded only upon formal execution by Calhoun County Commissioners Court. If a contract is required, the Calhoun County Judge or other person authorized by Calhoun County Commissioners Court must sign the contract before it becomes binding on Calhoun County. No person is authorized to sign contracts until authorized by Calhoun County Commissioners Court. Calhoun County is not responsible for any contract signed without Commissioners Court approval.

**Delivery:**

All items shall be shipped F.O.B. inside (or site location) delivery unless otherwise stated in the specifications. Default in promised delivery (without accepted reasons) or failure to meet specifications, authorizes Calhoun County to purchase supplies from the next lowest bidder/vendor that met specifications.

**Rejections:**

Articles not in accordance with samples and specifications must be removed by the bidder/vendor at the bidder's/vendor's expense.

All disputes concerning quality of equipment, supplies, materials, products/goods, and/or services delivered under this Bid, RFP, RFQ, and/or contract will be determined by Calhoun County Commissioners Court or their designated representative.

**Termination:**

Calhoun County reserves the right to terminate the Bid, RFP, RFQ, and/or Contract for default if the bidder/vendor breaches any of the terms therein, including warranties of bidder/vendor or if the bidder/vendor becomes insolvent or commits acts of bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies, which Calhoun County may have in law or equity.

Default may be construed as, but not limited to, failure to deliver the proper products/goods and/or services within the proper amount of time, and/or to properly perform any and all services required to Calhoun County's satisfaction and/or to meet all other obligations and requirements.

Bids, RFPs, RFQs, and/or Contracts may be terminated without cause upon thirty (30) days written notice to either party unless otherwise specified. The bidder/vendor or Calhoun County must state therein the reasons for such cancellation. Calhoun County reserves the right to award cancelled Bid, RFP, RFQ, and/or Contract to the next lowest and best bidder/vendor that met specifications and is deemed to be in the best interest of Calhoun County.

**Delinquent Property Taxes:**

Calhoun County reserves the right to reject any Bid, RFP, RFQ, and/or Contract submitted by a bidder/vendor owing delinquent property taxes to Calhoun County, Texas.

If the bidder/vendor subsequently becomes delinquent in the payment of Calhoun County taxes this may be grounds for cancellation of the Bid, RFP, RFQ, and/or Contract. Despite anything to the contrary, if the bidder/vendor is delinquent in payment of Calhoun County taxes at the time of invoicing, bidder/vendor assigns any payments to be made under this Bid, RFP, RFQ, and/or Contract to the Calhoun County Tax Assessor Collector for the payment of delinquent taxes.

**Certificate of Interested Parties – Form 1295**

Section 2252.908 was added to the Government Code by the 84<sup>th</sup> Texas Legislature through adoption of House Bill 1295.

Senate Bill 255 adopted by the 85<sup>th</sup> Legislature Regular Session amended the law effective for contracts entered into or amended on or after January 1, 2018.

Additional exemptions from Form 1295 requirement were added for 1) a contract with a publicly traded business entity, including a wholly owned subsidiary of the business entity, 2) a contract with an electric utility as defined by Section 31.002 of the Utilities Code, or 3) a contract with a gas utility as defined by Section 121.001 of the Utilities Code.

Notarization of Form 1295 has been replaced by an unsworn statement under penalty of perjury by an authorized representative of the business entity.

The Texas Ethics Commission promulgated rules to implement the law and established an online portal: [https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm).

The law states that a County may not enter into a contract with a business entity unless a Certificate of Interested Parties (Form 1295) has been completed and provided to the County at the time the contract is considered for action by Commissioners Court.

The term "business entity" includes a sole proprietorship, partnership or corporation (whether for-profit or non-profit). The term "contract" includes amendment, extension or renewal of an existing contract (Bids, RFPs, and/or RFQs also require Form 1295).

The law does not apply to a Bid, RFP, RFQ, and/or Contract between the County and another governmental entity or state agency.

The county is required to file Form 1295 with the state within thirty (30) days of approving a contract, and/or awarding a Bid, RFP, RFQ, and/or Contract with a business entity. Governmental transparency is the objective of the law.

A business entity must generate Form 1295 online. A business entity must use the application at the Texas Ethics Commission website 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 and date filed in the box marked "Office Use Only" located at the top right hand corner of the form.

An authorized agent of the business entity must sign and complete the bottom portion of the printed copy of the form affirming under the penalty of perjury that the completed form is true and correct.

Calhoun County Commissioners Court will not consider for action any Contract with a business entity unless it is accompanied by a completed and signed Form 1295 or a signed statement declaring the provision of the law under which the business entity is exempt. A business entity will generate Form 1295 online after notification of award and submit with their signed contract. (See Attachment A to General Conditions)

No later than thirty (30) days after Calhoun County Commissioners Court approves a contract with a business entity, the Calhoun County Clerk will file acknowledgement of receipt of the Form 1295 with the Texas Ethics Commission. The Texas Ethics Commission will post the completed Form 1295 to its website within seven (7) business days after Calhoun County acknowledges receipt of the form.

**Debarment:**

Bidder/vendor certifies that at the time of submission of its (their) Bid, RFP, RFQ, and/or Contract, the bidder/vendor, as well as the bidder's/vendor's principals, are not on the federal government's list of suspended, ineligible or debarred bidders/vendors and that the bidder/vendor and its (their) principals have not been placed on this list between the time of the Bid, RFP, RFQ, and/or Contract submission and the time of execution of the Bid, RFP, RFQ, and/or Contract.

A print out of the search results that includes the record date showing that the Company, and its Principals, if any, have an active registration with the System for Award Management ([www.SAM.gov](http://www.SAM.gov)) AND are not

debarred or suspended nor otherwise on the Excluded Parties List System (EPLS) in the System for Award Management (SAM) must be included with the bidder's/vendor's Bid, RFP, RFQ, and/or Contract.

If bidder/vendor or its (their) principals are placed on this list during the term of the Bid, RFP, RFQ, and/or Contract, the bidder/vendor shall notify the Calhoun County Auditor. False certification or failure to notify may result in termination of the Bid, RFP, RFQ, and/or Contract for default.

**Invoices and Payments:**

All invoices are subject to approval by the Calhoun County Auditor's Office.

Invoices shall be billed to Calhoun County to the attention of the County Department that the invoice pertains to and, if applicable, have all necessary backup information needed.

Invoices shall be itemized (detailed) and free of sales tax (state, city and county sales tax) and federal excise taxes, if applicable.

Invoices that are not billed to Calhoun County to the attention of the County Department that the invoice pertains to, not itemized (detailed) and/or free of sales tax (state, city and county sales tax) and federal excise taxes, if applicable, may be returned to the bidder/vendor for corrections. Calhoun County will not incur any fees and/or charges for this request and/or delay in payment of the invoice(s) that was originally submitted incorrectly.

Approval of payment of all invoices will be made once the purchase order and invoice(s) are properly and timely submitted to the Calhoun County Treasurer's Office by the appropriate County department. Each County department is responsible for submitting their purchase orders for payment to the Calhoun County Treasurer's Office by the deadline time and date set forth by the Treasurer's office. No payment can be made or mailed out until approved by Calhoun County Commissioners Court. Purchase order due dates/times and Commissioners Court dates/times are subject to change.

Calhoun County's obligation is payable only and solely from funds available for the purpose of this purchase. Lack of funds shall render the order null and void to the extent funds are not available and any delivered but unpaid goods will be returned to the seller by the county.

**Gratuities:**

Calhoun County may, by written notice to the bidder/vendor, cancel any order and/or service without liability, if it is determined by Calhoun County that gratuities, in the form of entertainment, gifts, or otherwise were offered or given by the bidder/vendor, or any agent or representative of the bidder/vendor to any official, employee, or agent of Calhoun County with a view toward securing a Bid, RFP, RFQ, Contract, order, and/or service.

In the event a Bid, RFP, RFQ, Contract, order, and/or service is canceled by Calhoun County pursuant to this provision, the County shall be entitled, in addition to any other rights and remedies, to recover or withhold the amount of the cost incurred by bidder/vendor in providing such gratuities.

**Warranty Product:**

Bidder/vendor warrants that products/goods sold to and/or services provided to Calhoun County shall conform to the highest commercial and/or professional standards in the industry and laws established by the U.S. Department of Labor, U.S. Department of Homeland Security, Occupational Safety and Health Administration and OSHA Act of 1970.

In the event products/goods sold and/or services provided do not conform to OSHA Standards, where applicable, Calhoun County shall return the product/item for correction or replacement at the bidder's/vendor's expense. In the event that services do not conform to OSHA Standards, Calhoun County

may immediately stop the services and seek reimbursement for said services at the bidder's/vendor's expense.

In the event the bidder/vendor fails to make the appropriate correction within a reasonable time, correction made by Calhoun County shall be at the bidder's/vendor's expense.

Bidder/vendor shall not limit or exclude any implied warranties and any attempt to do so shall render this Bid, RFP, RFQ, and/or Contract voidable at the option of Calhoun County.

Bidder/vendor warrants that the products/goods and/or services furnished and/or performed will conform to the specifications, scope of work, general conditions, drawings, and/or descriptions listed in the Bid, RFP, RFQ, and/or Contract and to the sample(s) furnished by bidder/vendor, if any.

In the event of a conflict between the specifications, scope of work, general conditions, drawings, and/or descriptions, the specifications shall govern.

All products/goods must be new, in first class condition, unless otherwise specified. The design, strength and quality of materials must conform to the highest standards of manufacturing practice.

Products/goods, and/or services supplied and/or performed under this Bid, RFP, RFQ, and/or Contract shall be subject to Calhoun County's approval.

Successful bidder/vendor shall warrant that all products/goods and/or services shall conform to the proposed specifications and/or all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title. Any products/goods and are services found defective or not meeting specifications shall be picked up and promptly replaced or corrected to Calhoun County's satisfaction by the successful bidder/vendor at no expense to Calhoun County.

**Cancellation:**

Calhoun County shall have the right to cancel for default all or any part of the undelivered portion of an order and/or services if bidder/vendor breaches any of the terms hereof including warranties of bidder/vendor, or if the bidder/vendor becomes insolvent or files for protection under the bankruptcy laws. Such rights of cancellation are in addition to and not in lieu of any other remedies, which Calhoun County may have in law or equity. Calhoun County shall not incur any fees and/or charges related to the cancellation. The bidder/vendor shall be responsible for any fees and/or charges that are related to the cancellation.

**Force Majeure:**

Force Majeure means a delay encountered by a party in the performance of its obligations under this Bid, RFP, RFQ, and/or Contract, which is caused by an event beyond the reasonable control of that party. Without limiting the generality of the foregoing, "Force Majeure" shall include but not be restricted to the following types of events: acts of God or public enemy; acts of governmental or regulatory authorities; fires, floods, epidemics or serious accidents; unusually severe weather conditions; strikes, lockouts, or other labor disputes; and defaults by subcontractors.

In the event of a Force Majeure, the affected party shall not be deemed to have violated its obligations under this Bid, RFP, RFQ, and/or Contract, and the time for performance of any obligations of that party shall be extended by a period of time necessary to overcome the effects of the Force Majeure, provided that the foregoing shall not prevent this Bid, RFP, RFQ, and/or Contract from terminating in accordance with the termination provisions.

If any event constituting a Force Majeure occurs, the affected party shall notify the other parties in writing, within twenty-four (24) hours, and disclose the estimated length of delay, and cause of the delay.

**Waiver:**

No claim or right arising out of a breach of any Bid, RFP, RFQ, and/or 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.

**Applicable Law:**

To the extent it is applicable, this Bid, RFP, RFQ, and/or Contract 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 Bid, RFP, RFQ, and/or Contract. Otherwise, Texas state and federal law shall apply.

**Prohibition against Personal Interest in Bids, RFPs, RFQs, and/or Contracts:**

No official, employee, or agent of Calhoun County shall have financial interest, direct or indirect, in any Bid, RFP, RFQ, and/or Contract with Calhoun County, or shall be financially interested, directly or indirectly, in the sale/lease to Calhoun County of any land, materials, supplies, or service, except on behalf of Calhoun County as an official, employee, or agent. Any willful violation of this section shall constitute malfeasance in office, and any official, employee, or agent guilty thereof shall be subject to disciplinary action under applicable laws, statutes and codes of the State of Texas. Any violation of this section, with the knowledge, expressed or implied of the company, corporation, firm, partnership, or individual contracting with Calhoun County shall render the Bid, RFP, RFQ, and/or Contract involved voidable by the Calhoun County Commissioners Court.

**Insurance:**

Proof (copy of bidder's/vendor's current insurance) of the below listed insurance may be required to be returned with the Bid, RFP, RFQ, and/or Contract.

As additional security for Calhoun County and as separate obligations of bidder/vendor not in conjunction with any other provisions of the Bid, RFP, RFQ, and/or Contract, bidder/vendor agrees to carry and maintain during the term of the Bid, RFP, RFQ, and/or Contract the minimum insurance coverages stated below.

Before commencing work, the successful bidder/vendor shall be required, at his own expense, to furnish the Calhoun County Auditor within ten (10) days of notification of award with a certificate(s) of liability insurance (Form ACORD 25 or equivalent) showing, at least, the following minimum insurance coverage to be in force throughout the term of the Bid, RFP, RFQ, and/or Contract. Higher rates and/or additional coverage may apply depending upon type of Bid, RFP, RFQ, and/or Contract.

- General Liability (\$100,000/\$300,000 or greater)
- Workers' Compensation (at Statutory Limits)
- Employer's Liability (\$1,000,000 or greater)
- Auto Insurance (\$100,000 BIPP/\$300,000 BIPO/\$100,000 PD or greater)
- Professional Liability Insurance (if applicable)
- Farm Liability Insurance (if applicable)

Coverages shall apply on an occurrence basis.

The certificate(s) must reflect, by policy endorsement, that Calhoun County, Texas is an additional insured on all required policies.

Each certificate of liability insurance (Form ACORD 25 or equivalent) to be furnished by successful bidder's/vendor's insurance agent shall include, by endorsement to the policy, a statement that a notice shall

be given to the Calhoun County Auditor by certified mail thirty (30) days prior to cancellation, material change, or non-renewal in coverage.

Calhoun County's receipt of or failure to object to any insurance certificates or policies submitted by the bidder/vendor does not release or diminish in any manner the liability or obligations of the bidder/vendor or constitute a waiver of any of the insurance requirements for the Bid, RFP, RFQ, and/or Contract.

Replacement certificate(s) of liability insurance (Form ACORD 25 or equivalent) evidencing continuation of such coverage and naming, by policy endorsement, Calhoun County as an additional insured, shall be furnished to the Calhoun County Auditor's office prior to the expiration of the current policies.

Should bidder/vendor at any time neglect, refuse to provide, or cancel the insurance required, Calhoun County shall have the right to terminate the Bid, RFP, RFQ, and/or Contract or pursue any remedy available by law.

The insurance coverage requirements in the Bid, RFP, RFQ, and/or contract will in no way be construed as limiting the scope of indemnification.

**OSHA Requirements:**

Bidder/vendor must meet all Federal and State OSHA requirements.

The bidder/vendor hereby guarantees to Calhoun County that all materials, supplies, equipment and/or services listed on the Bid, RFP, RFQ, Contract, Purchase Order or Invoice shall conform to the requirements, specifications and standards promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act of 1970, as amended and in force at the date hereof.

**Protest Procedures:**

All protests and disputes will be held in Port Lavaca, Calhoun County, Texas.

Any actual or prospective bidder/vendor who believes they are aggrieved in connection with or pertaining to a Bid, RFP, RFQ, and/or Contract may file a protest. The protest must be delivered in writing to the Calhoun County Auditor's Office, in person or by certified mail return receipt requested prior to award. The written protest must include:

- Name, mailing address and business phone number of the protesting party;
- Appropriate identification of the Bid, RFP, RFQ, and/or Contract being protested;
- A precise statement of the reasons for the protest; and
- Any documentation or other evidence supporting the protest and any alleged claims.

The Calhoun County Auditor's Office will attempt to resolve the protest, including at the County Auditor's option, meeting with the protesting party. If the protest is successfully resolved by mutual agreement, written verification of the resolution, with specifics on each point addressed in the protest, will be forwarded to Calhoun County Commissioners Court.

If the Calhoun County Auditor's Office is not successful in resolving the protest, the protesting party may request in writing that the protest be considered by Calhoun County Commissioners Court. Applicable documentation and other information applying to the protest will be forwarded to Calhoun County Commissioners Court, who will promptly review such documentation and information.

If additional information is required, Calhoun County Commissioners Court will notify the protesting party to provide such information. The decision of Calhoun County Commissioners Court will be final.

**Public Information Act:**

All governmental information is presumed to be available to the public. Certain exceptions may apply to the disclosure of the information. Bidder/Vendor waives any obligation to the release to the public of any documents submitted in accordance with the Bid, RFP, RFQ, and/or Contract. Governmental bodies shall promptly release requested information that is not confidential by law, either constitutional, statutory, or by judicial decision, or information for which an exception to disclosure has not been sought.

**CALHOUN COUNTY AUDITOR**

To request information from Calhoun County, please contact:

Calhoun County Auditor  
Calhoun County Courthouse Annex II  
202 S Ann St, Suite B  
Port Lavaca, TX 77979  
Phone: 361-553-4610  
Fax: 361-553-4614

The Packet, Invitation for Bids, Request for Proposals and/or Request for Qualifications are posted on Calhoun County's website, [www.calhouncotx.org](http://www.calhouncotx.org), under Public Notices, Bid Notices and Results.

## **ATTACHMENT A**

### **CALHOUN COUNTY, TEXAS GENERAL CONDITIONS**

#### **CERTIFICATE OF INTERESTED PARTIES FORM 1295**

A business entity will generate Form 1295 online after notification of award and submit with their signed contract. Form 1295 must be filled out and submitted online, printed, complete #6, signed and returned with the Agreement, Contract, or Lease. *See Calhoun County, Texas – Policy of Compliance*

##### **TO FILL OUT FORM 1295:**

**Go to:** <https://www.ethics.state.tx.us/File>

1. If you have an account, log in and proceed with the process or if you do not have an account, follow the instructions to set up an account and then proceed with the process.
2. Submit and print a copy of the form which will contain a unique certification number and date submitted in the upper right hand box that is marked "Office Use Only".
3. The Respondent or an authorized agent of the Respondent must sign and date the printed copy of the form (making sure all of #6 is completed).
4. The completed Form 1295 must be included with your Agreement, Contract or Lease, when it is submitted to Calhoun County.

##### **For help in filling out the form:**

- #1 Name of Business Entity filing the form, and the City, State and Country of the Entity's place of business
- #2 Calhoun County, Texas  
(Also, if applicable, insert name of County Department)
- #3
  - Contract number, if not given, can be the year or dates associated with the Agreement, Contract, Lease *or* if for a Bid, RFP, or RFQ, the Bid, RFP, RFQ number and dates the Bid, RFP, RFQ pertains to
  - Description is description of Agreement, Contract, Lease *or* name of Bid, RFP, RFQ

On #4 and #5, *complete only the one that applies to you*

- #4 Fill in the correct information if this applies

**OR**

- #5 Mark an X in the Box if this applies

- #6 Fill in the correct information, submit and print

After printing, the respondent or an authorized agent of the respondent must sign and date (making sure all of #6 is completed)

When you print you should see a Certificate Number and Date in the upper right hand box that is marked "Office Use Only".

## 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 \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(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

**Calhoun County, Texas**

**POLICY OF COMPLIANCE**

**SECTION 2252.908 TEXAS GOVERNMENT CODE**

**Approved by Commissioners Court January 28, 2016**

**Amended by Commissioners Court January 31, 2018 and September 14, 2022**

**BACKGROUND**

Section 2252.908 was added to the Government Code by the 84<sup>th</sup> Texas Legislature through the adoption of House Bill 1295. The law states that the County may not enter into a contract with a business entity unless a Certificate of Interested Parties (Form 1295) is provided to the county at the time the contract is considered for action by Commissioner's Court. The term "business entity" includes a sole proprietorship, partnership or corporation (whether for-profit or non-profit). The term "contract" includes amendment, extension or renewal of an existing contract. The law does not apply to a contract between the County and another governmental entity or state agency. The county is required to file Form 1295 with the state within 30 days of approving a contract with a business entity. Governmental transparency is the objective of the law.

Senate Bill 255 adopted by the 85<sup>th</sup> Legislature Regular Session amended the law effective for contracts entered into or amended on or after January 1, 2018. Additional exemptions from Form 1295 requirement were added for 1) a contract with a publicly traded business entity, including a wholly owned subsidiary of the business entity, 2) a contract with an electric utility as defined by Section 31.002 of the Utilities Code, or 3) a contract with a gas utility as defined by Section 121.001 of the Utilities Code. Notarization of Form 1295 has been replaced by an unsworn statement under penalty of perjury by an authorized representative of the business entity.

The Texas Ethics Commission promulgated rules to implement the law and established an online portal [https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm). A business entity will generate Form 1295 online. Calhoun County will acknowledge online the receipt of Form 1295 after a contract is executed. Within seven business days, Form 1295 will be available for public viewing on the Commission's website.

**COMPLAINECE**

**Calhoun County Commissioners Court** will not consider for action any contract with a business entity unless it is accompanied by a completed, signed Form 1295 or a signed statement declaring the provision of the law under which the business entity is exempt.

No later than 30 days after Commissioner's Court approves a contract with a non-exempt business entity, the **County Clerk** will file acknowledgement of receipt of the Form 1295 with the Texas Ethics Commission.

**SPECIFICATIONS FOR**  
**CALHOUN COUNTY COMBINED DISPATCH FACILITY**  
**STRUCTURED DATA CABLING**  
**BID NUMBER: 2023.08**

**PART 1: SPECIFICATIONS FOR FIBER OPTIC CABLE INSTALLATION**

- Cut a trench from a new hand hole (to be placed by others) at the northeast corner of the proposed new building, then directly south, to the exterior wall of the Adult Detention Center Building.
- Place one (1) 3" PVC conduit in said trench and stub up each end of the conduit segment — one, in the hand hole and one, at the exterior wall of the Adult Detention Center Building.
- Back-fill said trench with trench spoil.
- At the Adult Detention Center wall, transition the 3" PVC to 3" EMT and route up to the 2nd level of the building.
- Penetrate the wall to provide a building entry for conduit into the building. Seal said building entry.
- Furnish and install a MAXCELL 3-cell/detectable/textile inner-duct in the underground section of conduit.
- Install one (1) RM Fiber Optic enclosure at equipment rack. Install Fiber Optic adapter panel in said enclosure.
- Provide Fiber Optic components for terminating the new Fiber Optic cable in the Adult Detention Center Building.
- Install one (1) SM/12-strand Fiber Optic cable from the existing Adult Detention Center Building to the Server Room in the Combined Dispatch Facility, utilizing the proposed underground conduit and inner-duct.
- Terminate each strand of Fiber Optic cable at each end of the cable segment (total of 24 terminations).

## **PART 2: SPECIFICATIONS FOR LOW VOLTAGE STRUCTURED DATA CABLING**

- In the interior of the Combined Dispatch Facility, install J-hooks in the above-ceiling areas to route network cabling.
- Install ladder tray, equipment rack(s), wire management, MTGI3, RM Buss, and associated brackets and hardware in the Server Room to support all proposed network cabling and components to be utilized.
- Install one (1) RM buss bar at equipment rack, connect to MTGI3 using AWG #6 Sollgreen-jacketed wire.
- Install Cat 6 UTP patch panels at the equipment rack to support the quantity of Cat 6 duplex outlets depicted on the provided project drawing, plus 20% spare.
- Install all required Cat 6 plenum-rated data cable segments (drops) from the network equipment rack in the Server Room to each of said outlet locations, depicted on the drawings (2 drops per outlet depicted as CB and AB on page 39).
- Install one (1) Cat 6 plenum-rated data cable segment (drop), from the network equipment rack in the Server Room to a ceiling location in each of the following rooms, to support a Wireless Access Point; Dispatch Control Room, Meeting & Training Room, Computer Staging Area (total of 3 drops).
- Install four (4) Cat 6 plenum-rated data cable segments (drops), from the network equipment rack in the Server Room to each of two (2) floor pockets, located in the Dispatch Control Room (total of 8 drops). See page 37 for details.
- Terminate each network drop installed. Test each installed drop, post-termination, with a Cat 6 cable tester.
- Furnish Cat 6/1ft. patch cables at rack & Cat 6/10 ft. device cables at devices — for all active ports.
- Label network outlet, per Calhoun County Representative.

## INVITATION TO BID FORM

**BID NUMBER: 2023.08**

**List Price for Part 1 and Part 2 and attach your detailed bid for each. Bids can be submitted for both parts or just one.**

### **PART 1: INSTALLATION OF FIBER OPTIC CABLE**

Provide Manufacture of Materials (ex. Cable) \_\_\_\_\_

Cost of Materials: \$ \_\_\_\_\_

Labor Cost: \$ \_\_\_\_\_

**TOTAL COST**    \$ \_\_\_\_\_

### **PART 2: INSTALLATION OF LOW VOLTAGE STRUCTURED DATA CABLING**

Provide Manufacture of Materials (ex. Cable) \_\_\_\_\_

Cost of Materials: \$ \_\_\_\_\_

Labor Cost: \$ \_\_\_\_\_

**TOTAL COST**    \$ \_\_\_\_\_

In submitting this BID, BIDDER had examined and carefully studied the Bidding Documents and the following Addenda (if applicable), receipt of all which is hereby acknowledged: (List Addenda by Addendum Number and Date):

Addendum No: \_\_\_\_\_

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

*The undersigned affirms that they are duly authorized to execute this bid and that this company, corporation, firm, partnership, or individual has not prepared this bid in collusion with any other proposer or bidder, and that the contents of this bid as to prices, 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. Furthermore, this company, corporation, firm, partnership, or individual affirms that they have read the entire bid package and fully understands and has followed and will follow all specifications and general conditions.*

Submitted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**Authorized Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

## **EXHIBIT 1**

### **Calhoun County Dispatch Facility Plans**

**\*\*These plans are for reference only. There are no specific set  
of plans detailing the network/cabling\*\***

DRAWING INDEX	SHEET NO.
INDEX OF DRAWINGS.....	C1

CIVIL DRAWINGS

GENERAL NOTES & LANDSCAPE PLAN.....	C2
TOPOGRAPHIC SURVEY.....	C3.0
DEMOLITION PLAN.....	C3.1
CIVIL SITE PLAN.....	C4
PAVING PLAN.....	C5
STRIPPING & SIGNAGE PLAN.....	C6
GRADING PLAN.....	C7
UTILITY PLAN.....	C8
STANDARD DETAILS.....	C9.1 TO C9.2

STRUCTURAL DRAWINGS

GENERAL NOTES.....	S0.0
GENERAL NOTES.....	S0.1
GENERAL NOTES.....	S0.2
GENERAL NOTES.....	S0.3
TEPICAL FOUNDATION DETAILS.....	S0.4
TEPICAL FRAMING DETAILS.....	S0.5
FOUNDATION PLAN.....	S1.1
ROOF FRAMING PLAN.....	S2.1
FOUNDATION DETAILS.....	S3.1
ROOF FRAMING DETAILS.....	S4.1
BRACING ELEVATIONS & DETAILS.....	S5.1

ARCHITECTURAL DRAWINGS:

GENERAL INFORMATION.....	A0.10
ADA STANDARDS.....	A0.11
LIFE SAFETY PLAN.....	A0.12
GROUNDFLOOR PLAN & ENLARGED PLANS.....	A2.00
PLAN DETAILS.....	A2.10
GROUNDFLOOR REFLECTED CEILING PLAN.....	A2.20
ROOF PLAN & ROOF DETAILS.....	A2.30
ELEVATIONS & BUILDING SECTIONS.....	A3.00
WALL SECTIONS.....	A5.00
WALL SECTIONS.....	A5.01
FINISH SCHEDULE & FINISH LEGEND.....	A6.00
DOOR SCHED, DOOR TYPES, & FRAME TYPES.....	A6.01
DOOR & WINDOW FRAME DETAILS.....	A6.10
DOOR & WINDOW FRAME DETAILS.....	A6.11
INTERIOR ELEVATIONS.....	A8.00
CABINET SECTIONS.....	A8.10

MECHANICAL DRAWINGS:

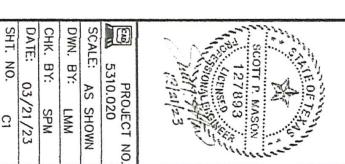
ROOF A/C PLAN.....	M1.0
SUPPLY A/C PLAN.....	M2.0
RETURN A/C PLAN.....	M3.0

ELECTRICAL DRAWINGS:

ELECTRICAL NOTES / SPECIFICATIONS.....	E1
ELECTRICAL ONE LINE.....	E2
ELECTRICAL PANEL SCHEDULES.....	E3
ELECTRICAL SITE PLAN.....	E4
ELECTRICAL POWER PLAN.....	E5
LIGHTING PLAN.....	E6
COMMUNICATIONS PLAN.....	E7
ELECTRICAL DETAILS.....	E8
AEP UTILITY REQUIREMENTS.....	E9

PLUMBING DRAWINGS

PLUMBING GENERAL NOTES.....	P1
WATER FLOOR PLAN.....	P2
WATER SCHEMATIC.....	P3
DWV FLOOR PLAN.....	P4
DWV SCHEMATIC.....	P5

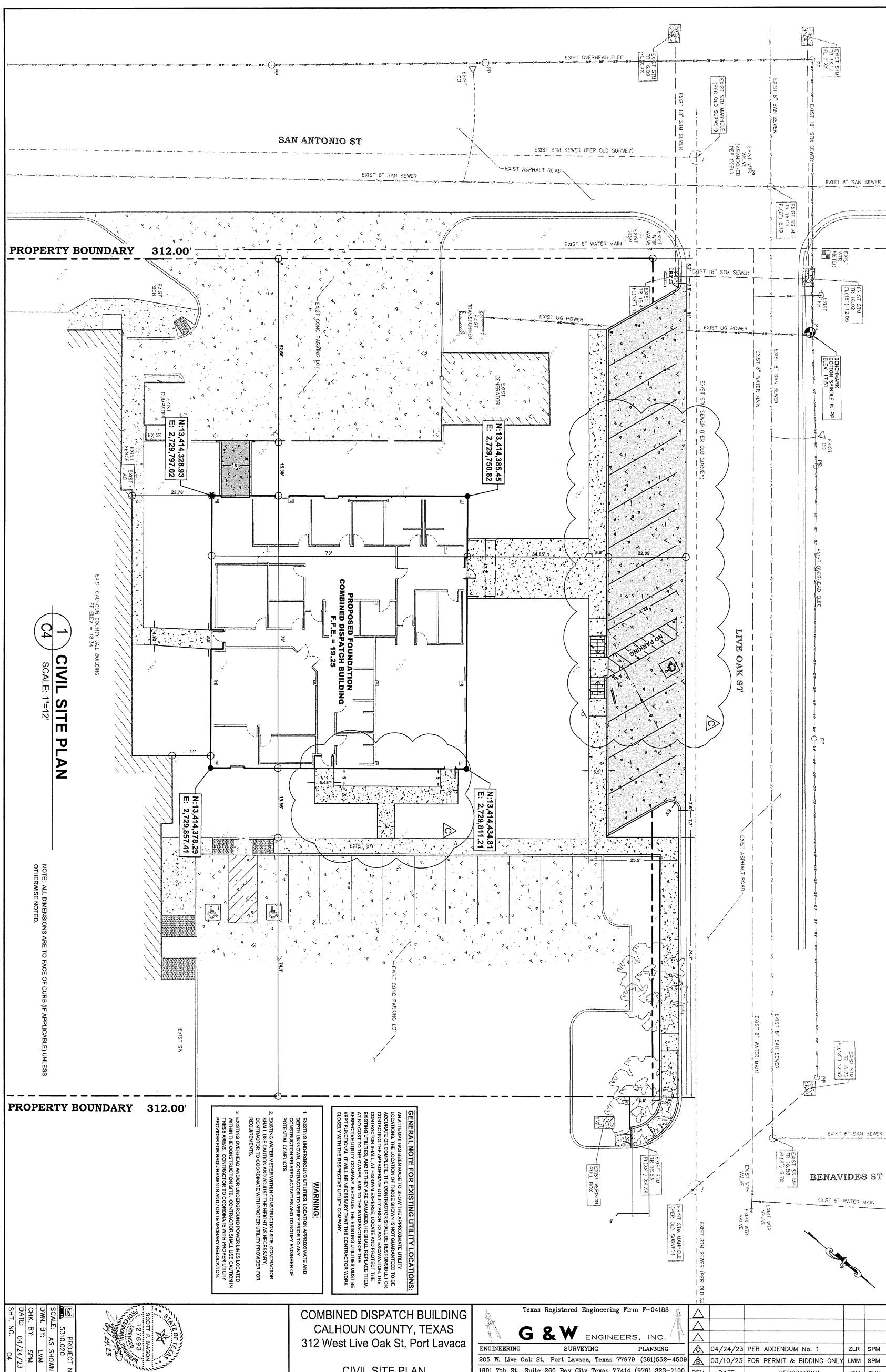


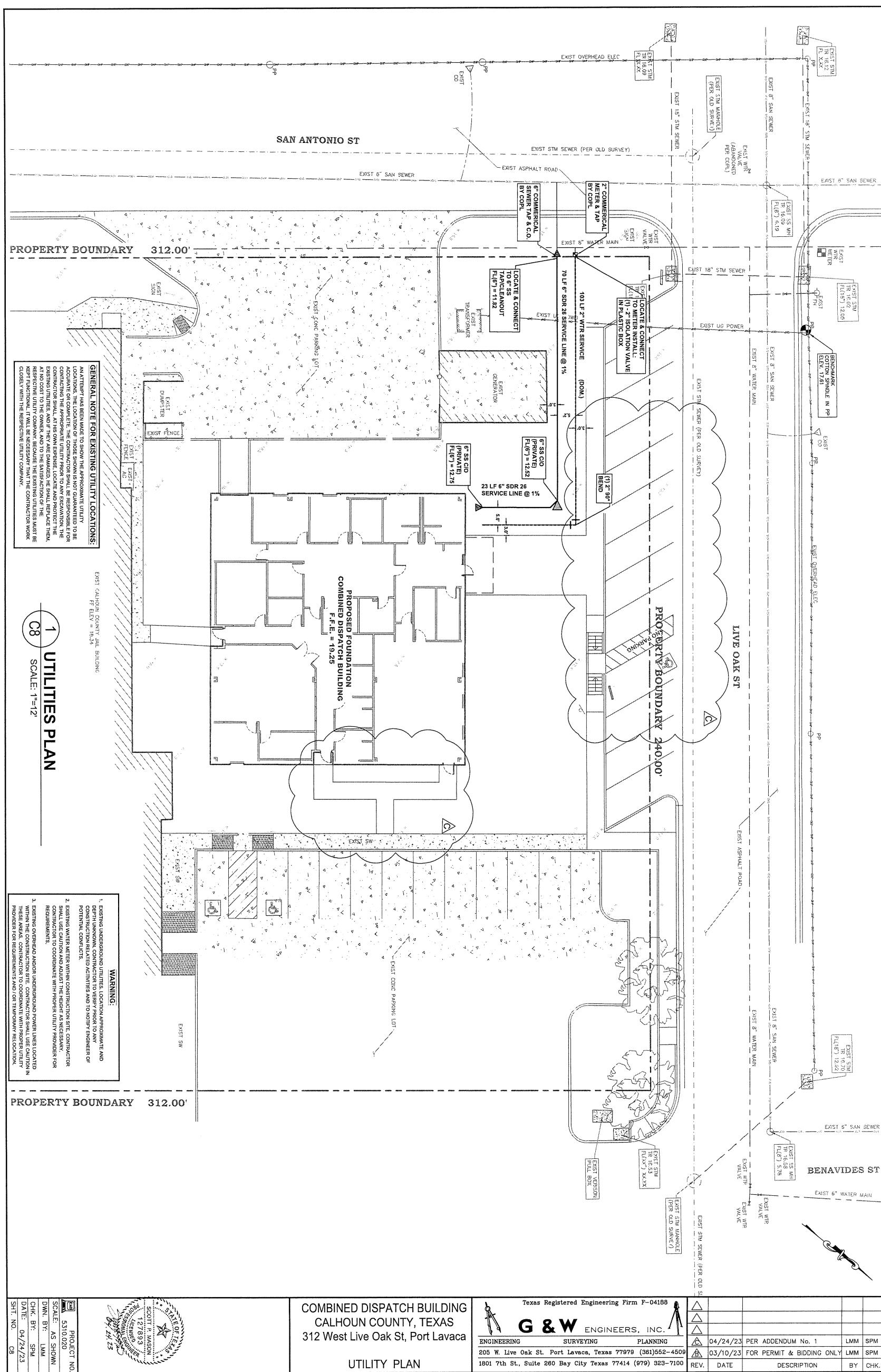
COMBINED DISPATCH BUILDING  
CALHOUN COUNTY, TEXAS  
312 West Live Oak St, Port Lavaca  
  
INDEX OF DRAWINGS

Texas Registered Engineering Firm F-04188  
**G & W** ENGINEER C. INC.  
 ENGINEERING SURVEYING PLANNING  
 205 W. Live Oak St. Port Lavaca, Texas 77979 (361)552-4509  
 1801 7th St., Suite 260 Bay City Texas 77414 (979) 323-7100

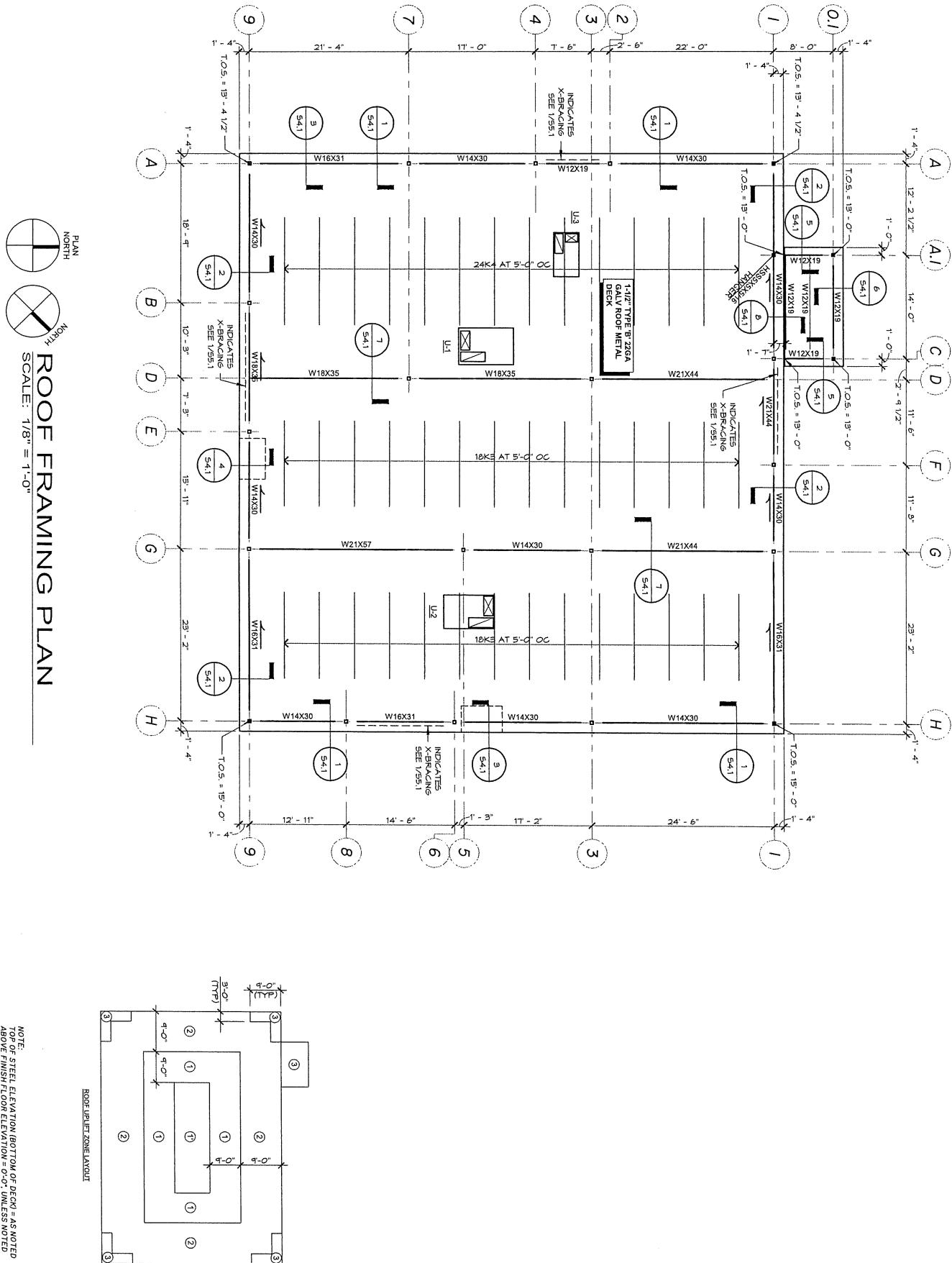
REF.	DATE	REVISION	SPM
	03/21/23	FOR PERMIT & BIDDING ONLY	LMM SPM











**CJG Engineers**  
Texas Engineering  
Firm Reg. No. F-170  
3200 Wilcrest Drive • Suite 305  
Houston, Texas 77042  
713.780.2245

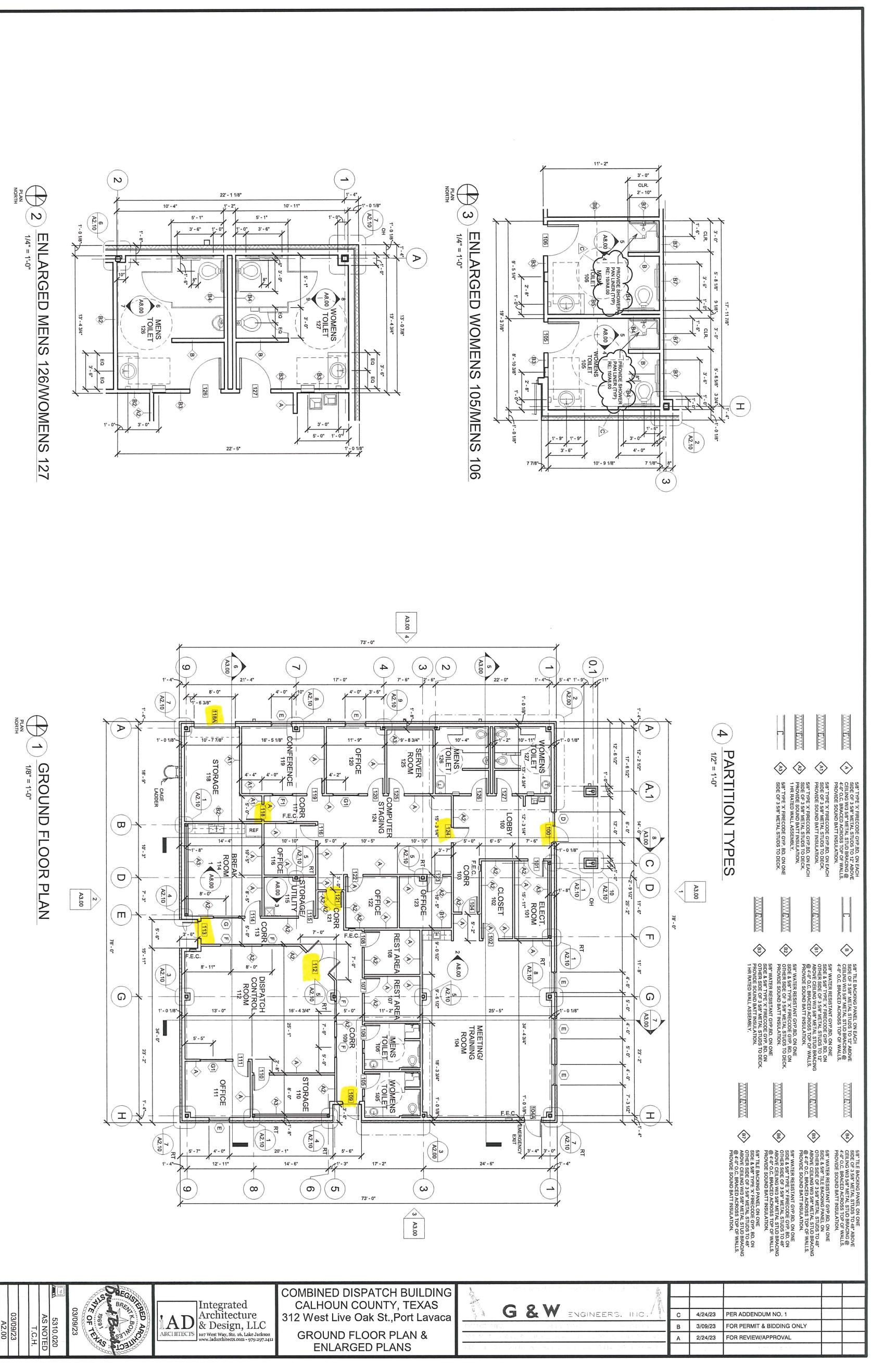
**COMBINED DISPATCH BUILDING  
CALHOUN COUNTY, TEXAS  
312 West Live Oak St., Port Lavaca  
ROOF FRAMING PLAN**

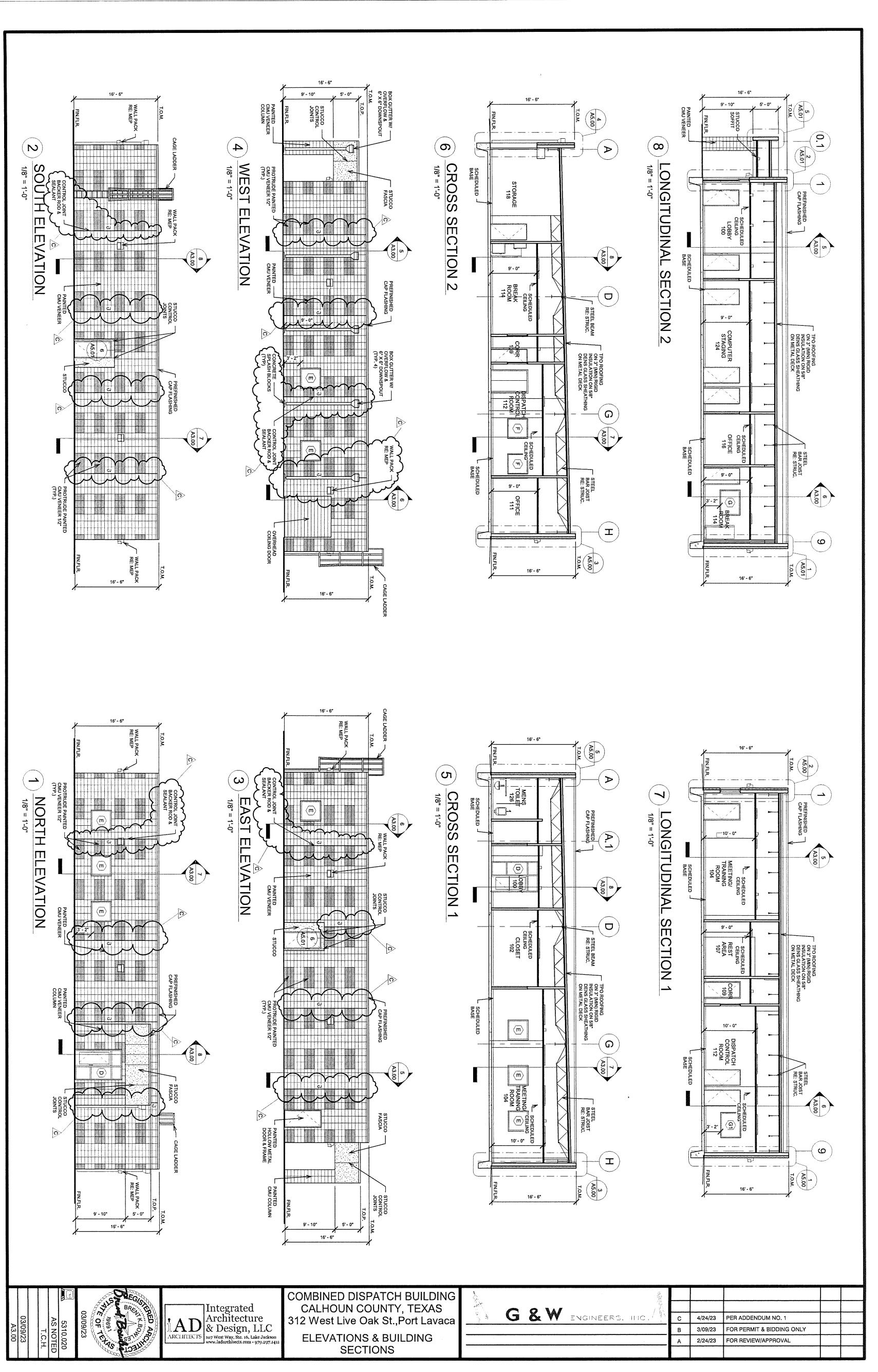
G 8 W

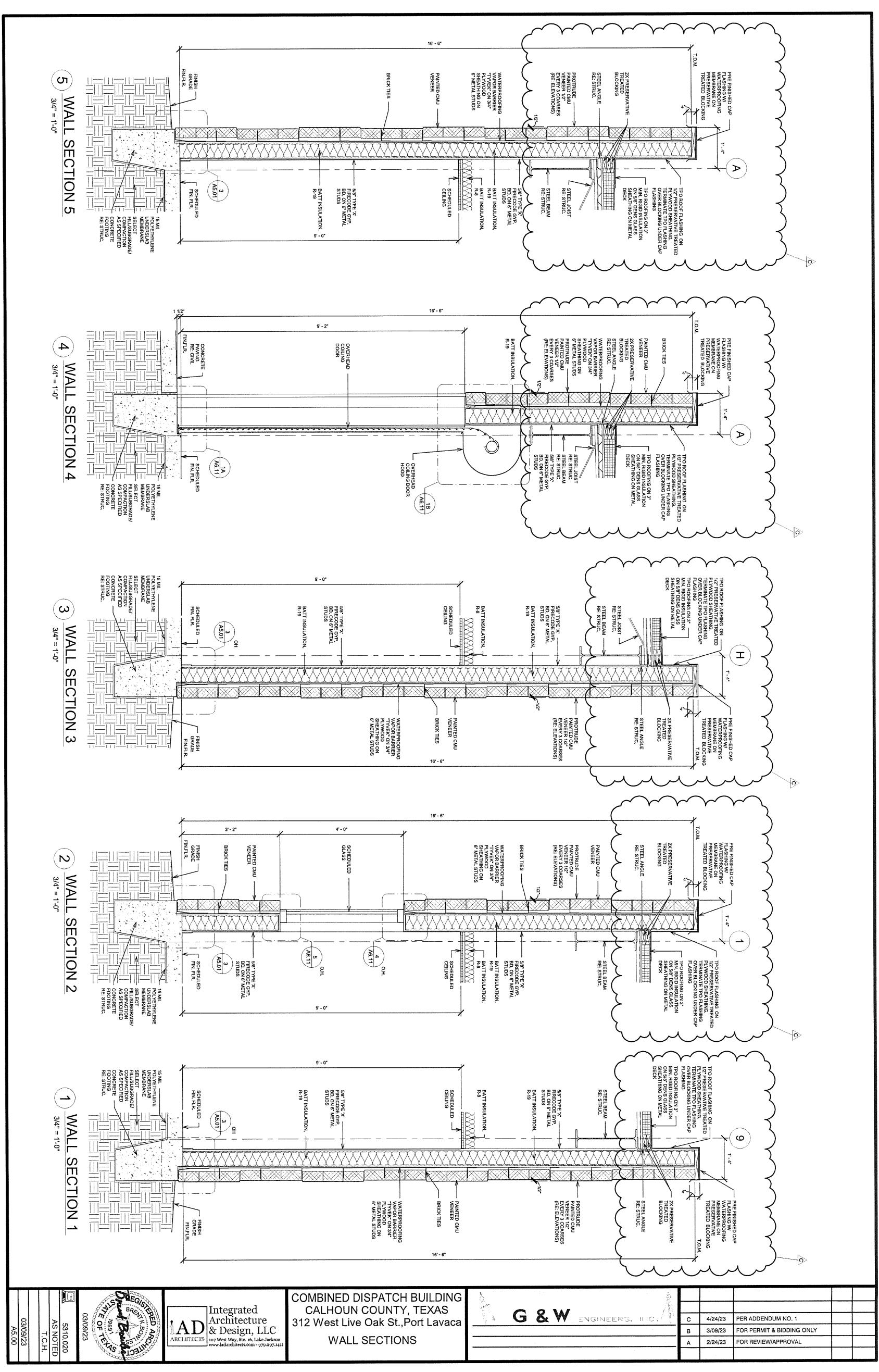
 	<b>CJG Engineers</b> Texas Engineering Firm Reg. No. F-170 3200 Wilcrest Drive, Suite 305 Houston, Texas 77042 713.780.3345	<b>COMBINED DISPATCH BUILDING</b> <b>CALHOUN COUNTY, TEXAS</b> <b>312 West Live Oak St., Port Lavaca</b> <b>ROOF FRAMING PLAN</b>	 G & W ENGINEERS, INC.				
9 NOV 2019				B	3/09/23	FOR PERMIT AND BIDDING ONLY	
5310.020				A	2/24/23	FOR REVIEW/APPROVAL	
AS NOTED							
HTK							
01/04/19							
S2.1							









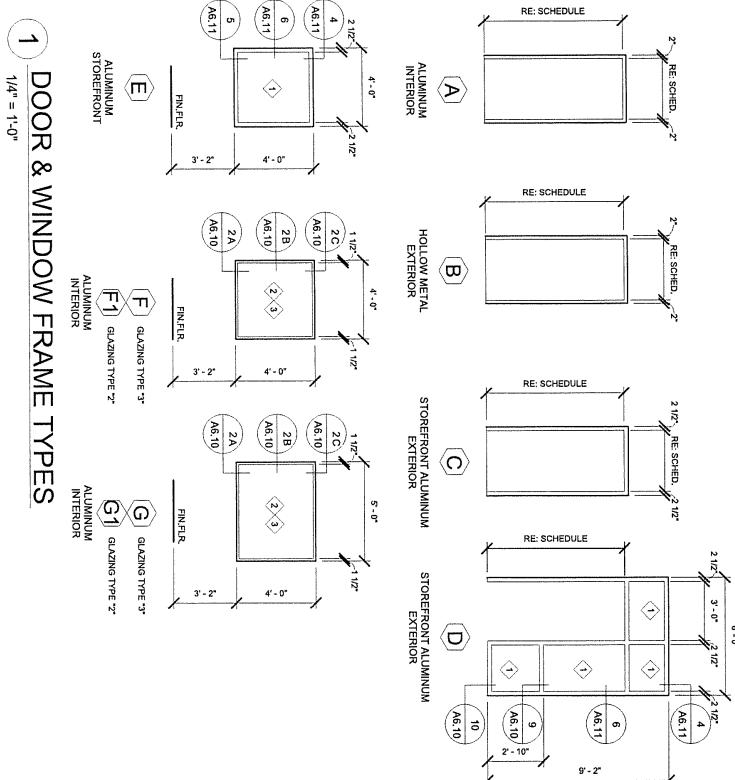


### GROUND FLOOR DOOR SCHEDULE

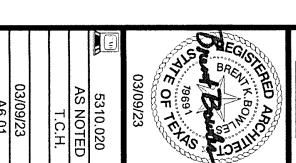
Door #	Door Size	Finish	Door Type	Door Material	Frame Type	Frame Material	Hardware Set	Details			Notes
								Head	Jamb	Sill	
100	3'-0" X 7'-0"	GLASS	1 SF ALUM.	D	SF ALUM.	001	3/46.11	2/AG.11	8/AG.10	7/AG.10	
101	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	SC PLAM.	004	1/AG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
102	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	007	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
104	3'-0" X 7'-0"	GLASS/PLAM.	2 SC PLAM.	A	ALUM.	003	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
104A	3'-0" X 7'-0"	PAINT	4 HM	B	HM	002	5/AG.10	6/AG.10	6/AG.10	4/AG.10	GALVANIZED DOOR & FRAME
105	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	009	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
106	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	009	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
107	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	008	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
108	3'-0" X 7'-0"	PLAM.	4 HM	B	HM	008	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
109	3'-0" X 7'-0"	PAINT	3 SC PLAM.	A	ALUM.	007	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	GALVANIZED DOOR & FRAME
110	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	010	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	
111	3'-0" X 7'-0"	GLASS/PLAM.	2 SC PLAM.	A	ALUM.	011	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
112	3'-0" X 7'-0"	PAINT	4 HM	B	HM	010A	11AG.10	12/AG.10	12/AG.10	4/AG.10	GALVANIZED DOOR & FRAME
113	3'-0" X 7'-0"	PAINT	4 HM	B	HM	010A	11AG.10	12/AG.10	12/AG.10	4/AG.10	20 MIN LABEL DOOR
114	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	005	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
115	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	007	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	
116	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	010	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	
118	3'-0" X 9'-0"	PAINT	5 STEEL BY MANUF.	STEEL	MY MANUF.	010	1CAG.11	1CAG.11	1A/AG.11	MOTORIZED	
119	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	010	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	
120	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	010	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	
121	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	006	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
122	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	010	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	
123	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	010	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	
124	3'-0" X 7'-0"	GLASS/PLAM.	3 SC PLAM.	A	ALUM.	006	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
125	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	007	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	
126	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	005	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR
127	3'-0" X 7'-0"	PLAM.	3 SC PLAM.	A	ALUM.	005	1CAG.10	1B/AG.10	1A/AG.10	3/AG.10	20 MIN LABEL DOOR

### GLAZING TYPES:

- ① 1 5/16" IMPACT RESISTANT GLASS
- ② 1/4" LAMINATED GLASS
- ③ 45 MIN FIRE RATED GLASS
- ④ 20 MIN FIRE RATED GLASS
- ⑤ 9/16" IMPACT RESISTANT GLASS



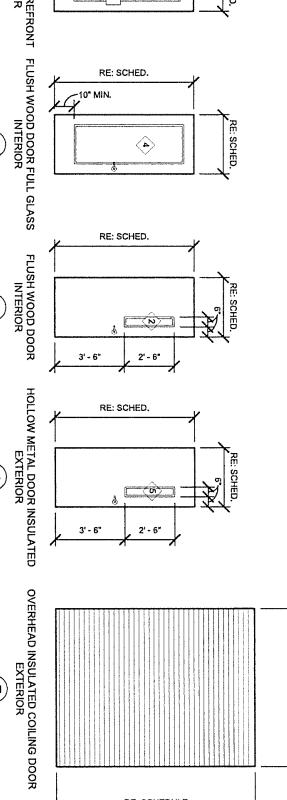
### 1 DOOR & WINDOW FRAME TYPES



Integrated  
Architecture  
& Design, LLC  
102 West Way, Ste. 16, Lake Jackson  
www.iadarchitects.com - 979.297.1411

COMBINED DISPATCH BUILDING  
CALHOUN COUNTY, TEXAS  
312 West Live Oak St., Port Lavaca  
DOOR SCHED, DOOR  
TYPES, & FRAME TYPES

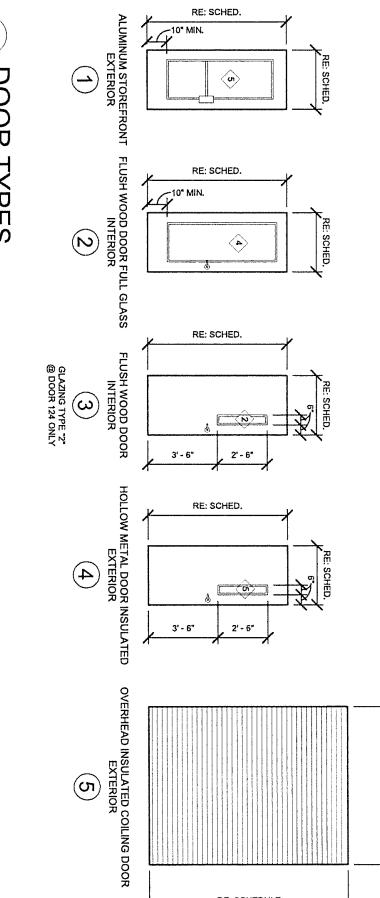
G & W  
ENGINEERS, PLLC  
C 4/24/23  
B 3/09/23  
A 2/24/23  
PER ADDENDUM NO. 1  
FOR PERMIT & BIDDING ONLY  
FOR REVIEW/APPROVAL

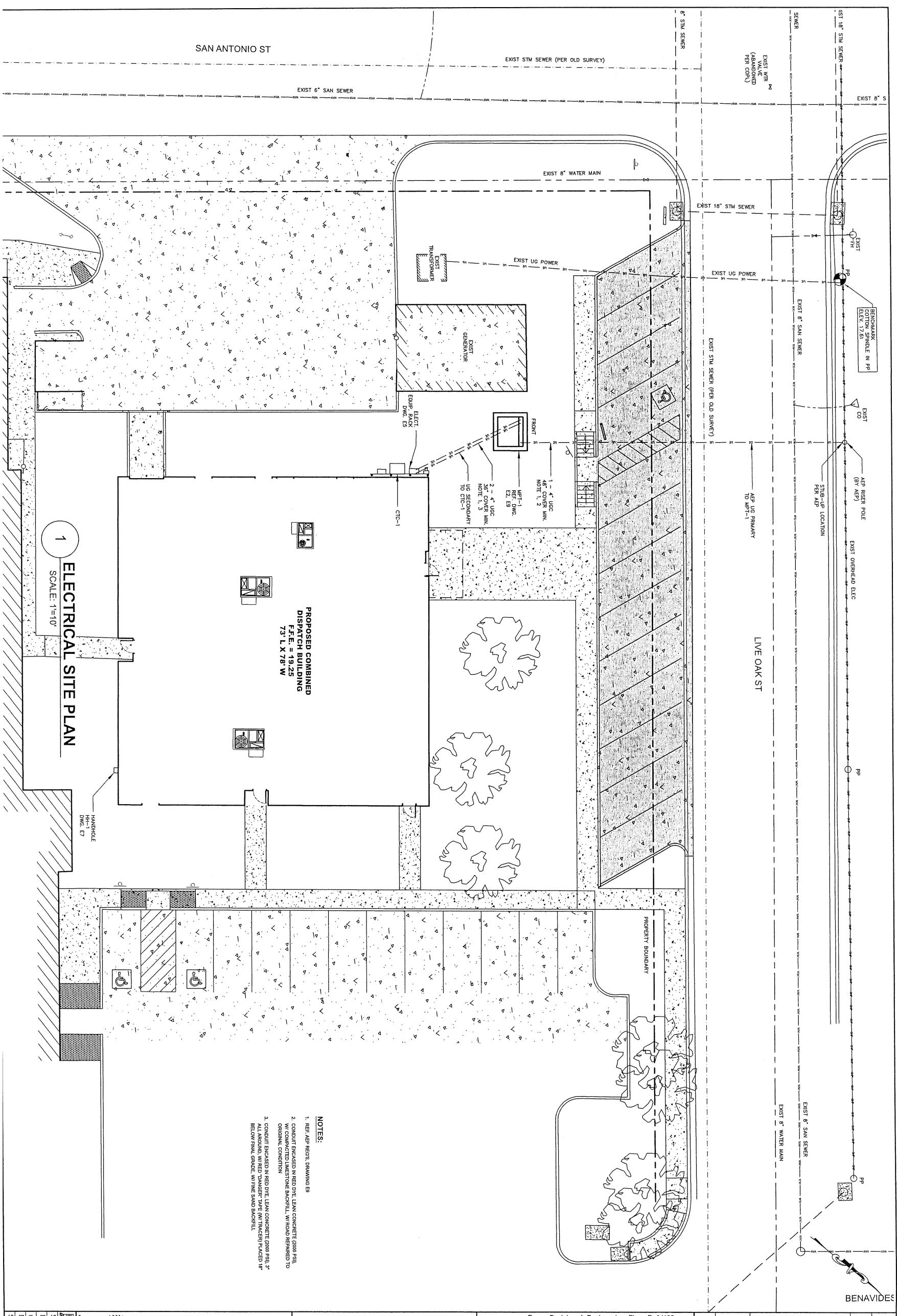


### 2 DOOR TYPES

1/4" = 1'-0"

RE: SCHED.

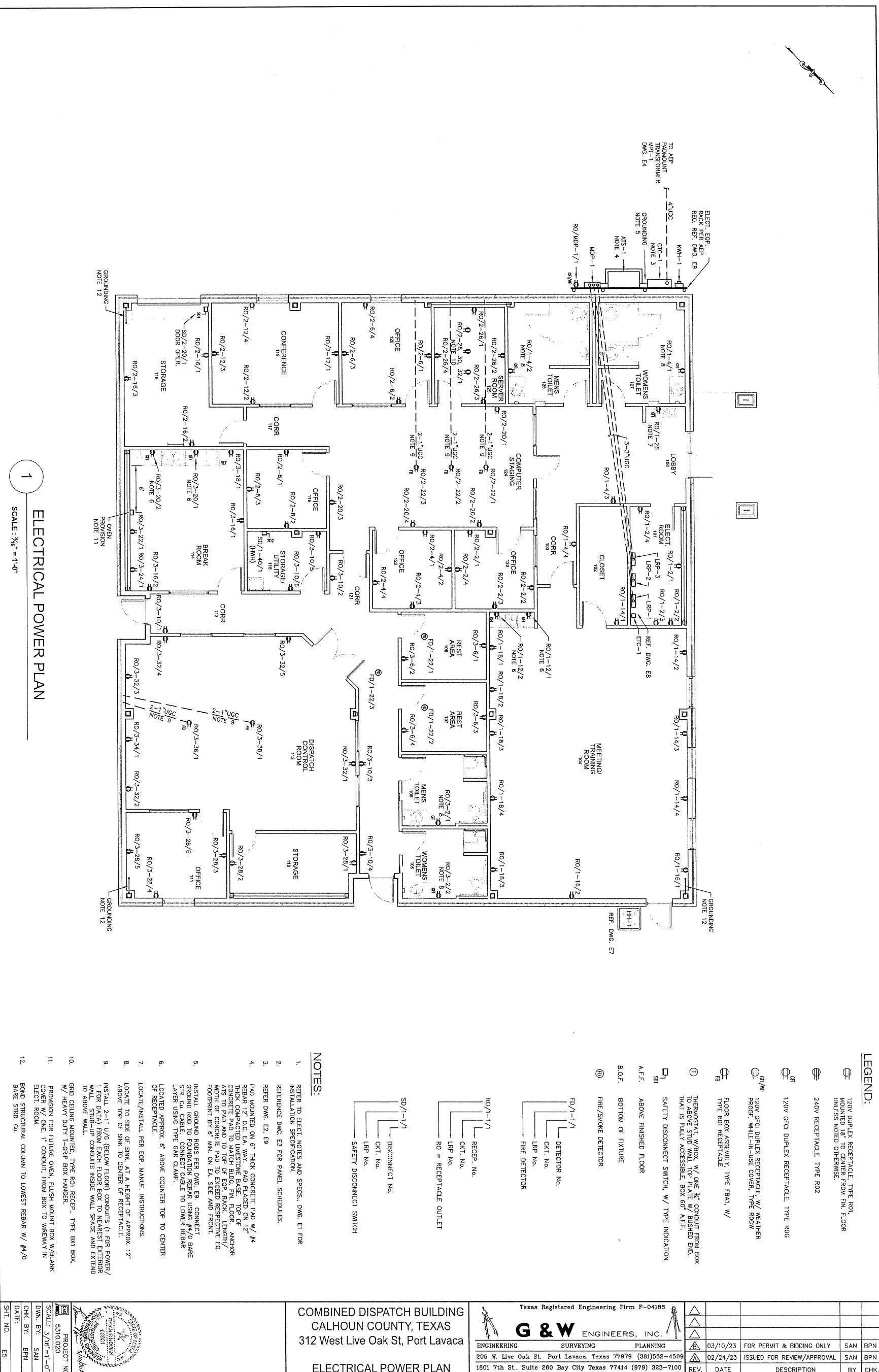


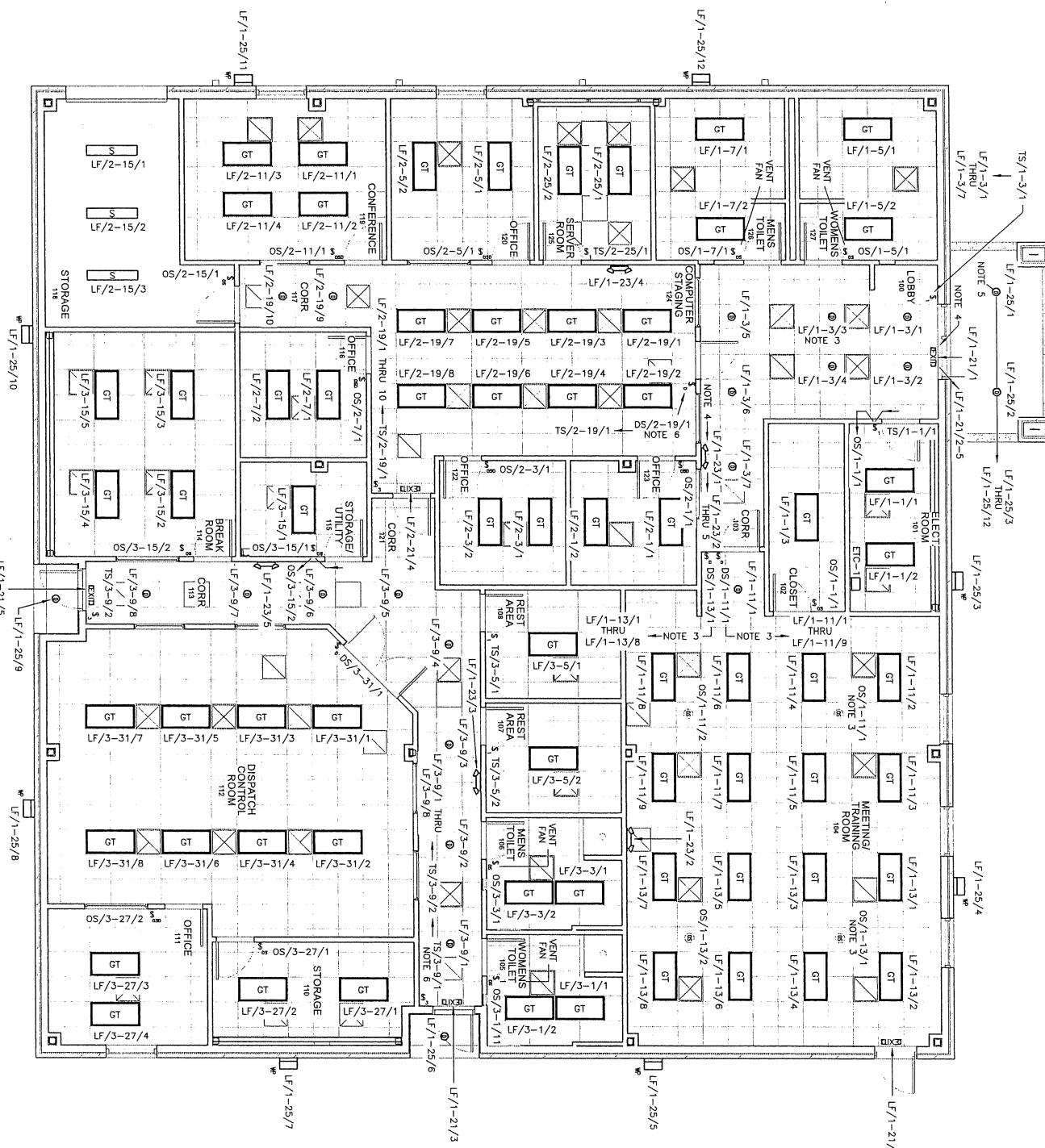


**PROJECT NO.**  
5310020  
**SCALE:** AS SHOWN  
**DOWN. BY:** SAN  
**CHK. BY:** BPN  
**DATE:**  
**SHT. NO.** E4

COMBINED DISPATCH BUILDING  
CALHOUN COUNTY, TEXAS  
312 West Live Oak St, Port Lavaca

	03/10/23	FOR PERMIT & BIDDING ONLY	SAN	BPN
	02/24/23	ISSUED FOR REVIEW/APPROVAL	SAN	BPN
REV.	DATE	DESCRIPTION	BY	C4K





### NOTES:

1. REFER TO ELECT. NOTES AND SPECS., DNGC, E1 FOR INSTALLATION SPECIFICATION.
  2. REFERENCE DWG. E3 FOR PANEL SCHEDULES.
  3. DIMMER AND CORRESPONDING OCCUPANCY SENSOR WIRED TO RESPECTIVE CIRCUIT POWER/SWITCH PACK.
  4. BREAKER CONTROL
  5. CONTROL VIA ELECTRONIC TIMER ETC-1
  6. 3-WAY CONTROL
- SCALE:  $\frac{1}{16}$ " = 1'-0"
- 1** LIGHTING PLAN
- SCALE:  $\frac{1}{16}$ " = 1'-0"

### LEGEND:

LF/1-1/1	FIXTURE No.
@	Ckt. No.
—	LRP No.
△	LIGHT FIXTURE
OS/1-1/1	OCCUPANCY SENSOR
@	SWITCH No.
—	Ckt. No.
△	LRP No.
□	DIMMER SWITCH
TS/1-1/1	TOGGLE SWITCH, TYPE TS1
@	SWITCH No.
—	Ckt. No.
△	LRP No.
□	DIMMER SWITCH, 3-WAY, TYPE TS3
\$	DIMMER SWITCH, TYPE DS1
\$	OCCUPANCY SENSOR, WALL SWITCH, TYPE OSS
\$	OCCUPANCY SENSOR, WALL SWITCH, W/ DIMMER, TYPE OSD
○	OCCUPANCY SENSOR, CEILING, TYPE OSC
EFC-1	ELECTRONIC TIMER CONTROL
@	GRID TROFFER, LIGHT FIXTURE, TYPE LFA
@	DOWNLIGHT, RECESSED, LIGHT FIXTURE, TYPE LED
✖	EXIT SIGN FIXTURE, TYPE LFX
↔	EMERGENCY LIGHT, TYPE LFE
■	WALL PACK, LIGHT FIXTURE, TYPE LPWP
S	SUSPENDED/SURFACE MOUNTED, LIGHT FIXTURE, TYPE LFS

COMBINED DISPATCH BUILDING  
CALHOUN COUNTY, TEXAS  
312 West Live Oak St, Port Lavaca  
LIGHTING PLAN

Texas Registered Engineering Firm F-04188  
**G & W** ENGINEERS, INC.  
ENGINEERING SURVEYING PLANNING  
205 W. Live Oak St. Port Lavaca, Texas 77979 (361)552-4509  
1801 7th St. Suite 260 Bay City Texas 77414 (979) 323-7100

REV.	DATE	FOR PERMIT & BIDDING ONLY	SAN	BPN
	03/10/23	ISSUED FOR REVIEW/APPROVAL	SAN	BPN
	02/24/23			



## **EXHIBIT 2**

### Calhoun County Adult Detention Center Service Personnel Application

## Calhoun County Adult Detention Center Service Personnel Application

Name: \_\_\_\_\_ Working \_\_\_\_\_ On: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone : \_\_\_\_\_

Emergency Contact (Name/Number): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
                                Street      City      State      Zip

Email Address: \_\_\_\_\_

SSN: \_\_\_\_\_ Driver License:State \_\_\_\_\_ # \_\_\_\_\_

DOB: \_\_\_\_\_ Place of Birth: City \_\_\_\_\_ State \_\_\_\_\_

Sex: F or M      Other names used (aka's, maiden,etc.) \_\_\_\_\_

Race: \_\_\_\_\_ Foreign Languages: \_\_\_\_\_

Current Employment: \_\_\_\_\_ Title: \_\_\_\_\_

Have you ever been employed by a correction facility? \_\_\_\_\_

If yes, give division, department, location, title & dates of employment: \_\_\_\_\_

Are you a victim of, related to, or a friend of any offender or releasee now supervised by

CCADC? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, Name of Offender \_\_\_\_\_ Facility: \_\_\_\_\_ Relation: \_\_\_\_\_

Are you related to a victim or a friend of a victim of any offender or releasee now

Supervised by CCADC? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes Name of Offender \_\_\_\_\_ Facility: \_\_\_\_\_ Relation: \_\_\_\_\_

List inmate(s) that you are visiting in unit visitation/ knew prior to incarceration: \_\_\_\_\_

Name of Offender: \_\_\_\_\_ Facility: \_\_\_\_\_ Relation: \_\_\_\_\_

1.                              Applicant      Initials \_\_\_\_\_

**Please indicate program area(s) of interest for your volunteer services**

Church: \_\_\_\_\_ Alcoholics Anonymous: \_\_\_\_\_ GED Classes: \_\_\_\_\_ Other: \_\_\_\_\_

If other, Please specify: \_\_\_\_\_

**Criminal History**

Have you ever served time in any adult correctional facility? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, Years served: \_\_\_\_\_ State: \_\_\_\_\_ ID# \_\_\_\_\_

Have you ever been a member of a gang? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, name and description of gang: \_\_\_\_\_

Do you have any criminal charges currently pending? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Are you now or have you ever been on parole or probation? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Ever forfeited property/bond resulting from being charged with a criminal act? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Have you ever been convicted of a crime? Felony: \_\_\_\_\_ Misdemeanor: \_\_\_\_\_

When: \_\_\_\_\_ Where: \_\_\_\_\_

Charges: \_\_\_\_\_ Disposition: \_\_\_\_\_

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

CCADC Admin. Approved Declined

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

I understand and agree to speak with inmates, only if required, on the area that I am working on. I will not solicit mine or anyone else's personal or professional business services to any inmate while they are in custody. All persons entering are expected to be ethical, respectful and trustworthy. Inappropriate contact, gestures, behavior, verbal comments or lack of professionalism will not be tolerated with inmates or staff and may cause denial of work in this facility.

## BIDDER INFORMATION

Please Type.

If handwritten, must be in ink and legible

Bidder's Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Remittance Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Printed name of Authorized Rep: \_\_\_\_\_

## CONTACT INFORMATION

Contact Name & Title: \_\_\_\_\_

Contact Telephone: \_\_\_\_\_

Contact Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

## INVOICES – CONTACT INFORMATION

**For Invoice Inquiries:**

Contact Name & Title: \_\_\_\_\_

Contact Telephone: \_\_\_\_\_

Contact Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

STATE OF TEXAS

{}

**AFFIDAVIT**

COUNTY OF \_\_\_\_\_

{}

\_\_\_\_\_ being first duly sworn, deposes and says: that he or she is  
(Type or Print Name)

the \_\_\_\_\_ of \_\_\_\_\_, having its  
(Type or Print Title) (Type or Print Name of Company/Firm)

principal address at \_\_\_\_\_  
(Type or Print Physical and Mailing Address)

who submits herewith to Calhoun County the attached bid/proposal; that he or she is the person whose name is signed to the attached bid/proposal; that said bid/proposal is genuine; that the same is not sham or collusive; that all statements of fact herein are true; and that such bid/proposal was not made in the interest or behalf of any person, partnership, company, association, organization or corporation not herein named or disclosed.

Affiant further deposes and says: that the bidder/proposer has not directly or indirectly by agreement, communication or conference with anyone, attempted to induce action prejudicial to the interests of Calhoun County, or of any other bidder/proposer, or anyone else interested in the bid/proposal contract; and that the bidder/proposer has not in any manner sought by collusion to secure for himself/herself/itself/themselves an advantage over any other bidder/proposer.

Affiant further deposes and says: that prior to the public opening and reading of bids/proposals, said bidder/proposer:

- a) did not, directly or indirectly, induce or solicit anyone else to submit a false or sham bid/proposal;
- b) did not, directly or indirectly, collude, conspire, connive or agree with anyone else that said bidder/proposer or anyone else would submit a false or sham bid/proposal, or that anyone should refrain from submitting a bid/proposal or withdraw their bid/proposal;
- c) did not, in any manner, directly or indirectly, seek by agreement, communication or conference with anyone to raise or fix the bid price/proposal of said bidder/proposer or of anyone else, or to raise or fix any overhead, profit or cost element of their price/fee or of that of anyone else;
- d) did not give, offer to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to any official, employee or agent of Calhoun County in connection with the submitted bid/proposal; and
- e) did not, directly or indirectly, submit their bid/proposal price or any breakdown thereof, or the contents thereof, or divulge information or data relative hereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent, thereof, to any individual or group of individuals, or to any official, employee or agent of Calhoun County prior to the official opening of this bid/proposal.

Affiant further deposes and says: that the bid price(s) or proposed fees contained in this bid/proposal have been carefully checked and is submitted as true and correct, agrees to furnish any and/or all items/services upon which bid prices or proposed fees are awarded and upon the conditions and requirements contained in the bid/proposal.

---

Signature of Affiant

---

Printed Name and Title of Affiant

SWORN TO AND SUBSCRIBED BEFORE ME by the above Affiant, who, on oath, states that the facts contained in the above are true and correct, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
  

---

Signature of Notary Public

Notary Stamp/Seal

## **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.

# 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

## **DEBARMENT & SUSPENSION**

### **Executive Order 12549--Debarment and Suspension**

**Source:** The provisions of Executive Order 12549 of Feb. 18, 1986, appear at 51 FR 6370, 3 CFR, 1986 Comp., p. 189, unless otherwise noted.

By the authority vested in me as President by the Constitution and laws of the United States of America, and in order to curb fraud, waste, and abuse in Federal programs, increase agency accountability, and ensure consistency among agency regulations concerning debarment and suspension of participants in Federal programs, it is hereby ordered that:

- Section 1.** (a) To the extent permitted by law and subject to the limitations in Section 1(c), Executive departments and agencies shall participate in a system for debarment and suspension from programs and activities involving Federal financial and nonfinancial assistance and benefits. Debarment or suspension of a participant in a program by one agency shall have government-wide effect.  
(b) Activities covered by this Order include but are not limited to: grants, cooperative agreements, contracts of assistance, loans, and loan guarantees.  
(c) This Order does not cover procurement programs and activities, direct Federal statutory entitlements or mandatory awards, direct awards to foreign governments or public international organizations, benefits to an individual as a personal entitlement, or Federal employment.

**Sec. 2.** To the extent permitted by law, Executive departments and agencies shall:

- (a) Follow government-wide criteria and government-wide minimum due process procedures when they act to debar or suspend participants in affected programs.  
(b) Send to the agency designated pursuant to Section 5 identifying information concerning debarred and suspended participants in affected programs, participants who have agreed to exclusion from participation, and participants declared ineligible under applicable law, including Executive Orders. This information shall be included in the list to be maintained pursuant to Section 5.  
(c) Not allow a party to participate in any affected program if any Executive department or agency has debarred, suspended, or otherwise excluded (to the extent specified in the exclusion agreement) that party from participation in an affected program. An agency may grant an exception permitting a debarred, suspended, or excluded party to participate in a particular transaction upon a written determination by the agency head or authorized designee stating the reason(s) for deviating from this Presidential policy.  
However, I intend that exceptions to this policy should be granted only infrequently.

**Sec. 3.** Executive departments and agencies shall issue regulations governing their implementation of this Order that shall be consistent with the guidelines issued under Section 6. Proposed regulations shall be submitted to the Office of Management and Budget for review within four months of the date of the guidelines issued under Section 6. The Director of the Office of Management and Budget may return for reconsideration proposed regulations that the Director believes are inconsistent with the guidelines. Final regulations shall be published within twelve months of the date of the guidelines.

**Sec. 4.** There is hereby constituted the Interagency Committee on Debarment and Suspension, which shall monitor implementation of this Order. The Committee shall consist of representatives of agencies designated by the Director of the Office of Management and Budget.

**Sec. 5.** The Director of the Office of Management and Budget shall designate a Federal agency to perform the following functions: maintain a current list of all individuals and organizations excluded from program participation under this Order, periodically distribute the list to Federal agencies, and study the feasibility of automating the list; coordinate with the lead agency responsible for government-wide debarment and suspension of contractors; chair the Interagency Committee established by Section 4; and report periodically to the Director on implementation of this Order, with the first report due within two years of the date of the Order.

**Sec. 6.** The Director of the Office of Management and Budget is authorized to issue guidelines to Executive departments and agencies that govern which programs and activities are covered by this Order, prescribe government-wide criteria and government-wide minimum due process procedures, and set forth other related details for the effective administration of the guidelines.

**Sec. 7.** The Director of the Office of Management and Budget shall report to the President within three years of the date of this Order on Federal agency compliance with the Order, including the number of exceptions made under Section 2(c), and shall make recommendations as are appropriate further to curb fraud, waste, and abuse.

### **Implementation in the SRF Programs**

A company or individual who is debarred or suspended cannot participate in primary and lower-tiered covered transactions. These transactions include SRF loans and contracts and subcontracts awarded with SRF loan funds.

Under 40 C.F.R. 32.510, the SRF agency must submit a certification stating that it shall not knowingly enter into any transaction with a person who is proposed for debarment, suspended, declared ineligible, or voluntarily excluded from participation in the SRF program. This certification is reviewed by the EPA regional office before the capitalization grant is awarded.

A recipient of SRF assistance directly made available by capitalization grants must provide a certification that it will not knowingly enter into a contract with anyone who is ineligible under the regulations to participate in the project. Contractors on the project have to provide a similar certification prior to the award of a contract and subcontractors on the project have to provide the general contractor with the certification prior to the award of any subcontract.

In addition to actions taken under 40 C.F.R. Part 32, there are a wide range of other sanctions that can render a party ineligible to participate in the SRF program. Lists of debarred, suspended and otherwise ineligible parties are maintained by the General Services Administration and should be checked by the SRF agency and all recipients of funds directly made available by capitalization grants to ensure the accuracy of certifications.

### **Additional References**

C 40 C.F.R. Part 32: EPA Regulations on Debarment and Suspension.

## **CERTIFICATION REGARDING DEBARMENT & SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

In accordance with the Executive Order 12549, the prospective primary participant certifies to the best of his / her knowledge and belief, that its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offence 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.
- d. Have not within a three-year period preceding this application / proposal had one or more public transactions (federal, state, or local) terminated for cause of default.
- e. Acknowledge that all sub-contractors selected for this project must be in compliance with paragraphs (1) (a – d) of this certification.

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Name and Title of Authorized Agent

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Date

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Signature of Authorized Agent

\_\_\_\_\_ I am unable to certify to the above statements. My explanation is attached.

**Certification Regarding Lobbying**

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

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Signature of Contractor's Authorized Official

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Printed Name and Title of Contractor's Authorized Official

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Date

## HOUSE BILL 89 VERIFICATION FORM

### **Certification Required by Texas Government Code Section 2270.001**

The 85<sup>th</sup> Texas Legislature approved new legislation, effective September 1, 2017, which amends Texas Local Government Code Section 1, Subtitle F, Title 10, Government Code by adding Chapter 2270 which states that a government entity may not enter into a contract (which includes contracts formed through purchase orders) with a company for goods or services unless the contract contains a written verification from the company that it:

- 1) Does not boycott Israel; and
- 2) Will not boycott Israel during the term of the contract

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.
- 

I, (authorized official) \_\_\_\_\_, do hereby verify the truthfulness and accuracy of the contents of the statements submitted on this certification under the provisions of Subtitle F, Title 10, Government Code Chapter 2270 and that the company named below:

- 1) Does not boycott Israel currently;
- 2) Will not boycott Israel during the term of the contract; and
- 3) Is not currently listed on the State of Texas Comptroller's Companies that Boycott Israel List located at <https://comptroller.texas.gov/purchasing/publications/divestment.php>

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Company Name

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Signature of Authorized Official

Printed Name of Authorized Official

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Title of Authorized Official

Date

## RESIDENCE CERTIFICATION

Pursuant to Texas Government Code §2252.001 *et seq.*, as amended, Calhoun County requests Residence Certification. §2252.001 *et seq.* of the Government Code provides some restrictions on the awarding of governmental contract; pertinent provisions of §2252.001 are stated below:

Sec. 2252.001 (3) "Nonresident bidder" refers to a person who is not a resident.

(4) "Resident bidder" refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

I certify that \_\_\_\_\_ is a "Nonresident Bidder" of Texas  
(Company Name)

as defined in Government Code §2252.001 and our principal place of business is

\_\_\_\_\_.

(City and State)

I certify that \_\_\_\_\_ is a "Resident Bidder" of Texas as  
(Company Name)

defined in Government Code §2252.001.

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Signature of Authorized Agent

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Printed Name and Title of Authorized Agent

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Date

**W-9**

Form  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

## Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

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

Print or type.  
See Specific Instructions on page 3.

1	Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.				
2	Business name/disregarded entity name, if different from above				
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. <input type="checkbox"/> Individual/sole proprietor or <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate single-member LLC <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) ►				
4	Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): <small>(Applies to accounts maintained outside the U.S.)</small>				
5	Address (number, street, and apt. or suite no.) See instructions.				
6	City, state, and ZIP code				
7	List account number(s) here (optional)				

### **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.

**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.

Social security number	<input type="text"/> - <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
or	
Employer identification number	
<input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

### **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](http://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.*

## **INSERT**

### **SYSTEM FOR AWARD MANAGEMENT (SAM) RECORD SEARCH FOR COMPANY AND COMPANY'S PRINCIPAL(S), IF ANY**

- Must include a printout of the search results that includes the record date showing that the Company, and its Principals, if any, have an active registration with the System for Award Management ([www.SAM.gov](http://www.SAM.gov)) AND are not debarred or suspended nor otherwise on the Excluded Parties List System (EPLS) in the System for Award Management (SAM).