

City of Laredo Purchasing Division RENEWAL NOTICE

October 1, 2025

Mr. Edward Manzano PVS DX (DPC Industries, Inc.) 5245 Sun Belt Drive Corpus Christi, Texas 78408

Re:

Water & Wastewater Treatment Chemicals - Utilities Department

Contract FY23-001

Extension II

Dear Mr. Manzano.

This is to inform you that contract FY23-001 which was approved by City Council on October 17. 2024 is up for renewal. This is the second of three one-year extension periods. Please advise if you wish to renew this contract.

Pricing:

Sincerely,

Jaime E.

Purchasing Agent

Description	Unit Price		
Liquid Chlorine (150 lb. cylinder)	\$ 294.50/cylinder		
	Plus \$ 45.00 Delivery Charge		

As a reminder compliance with the contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s). If there are any questions regarding this renewal notice, please feel free to call me at (956) 794-1731.

Xc: Purchasing File	
PYS DX (DPC Industries, Inc.)	
Request a contract extension: Not request a contract extension:	
Authorized Signature: award Mangamo S.	
Print Name: Edward Manzaho TR	-
Date: 10-6-25	u-

City of Laredo - Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041 Phone (956)794-1731 Fax 790-1805



City of Laredo Purchasing Division LETTER OF AWARD

October 29, 2024

Mr. Edward Manzano DPC Industries, Inc. 5245 Sun Belt Drive Corpus Christi, Texas 78408

Re:

Water & Wastewater Treatment Chemicals - Utilities Department

Contract FY23-001

Extension I

Dear Mr. Manzano,

This is to inform you that the renewal for contract FY23-001 was approved by City Council on October 28, 2024. The term of this contract shall be for a period of one year. This is the first of three one-year extension periods.

Pricing:

Description	Unit Price		
Liquid Chlorine (150 lb. cylinder)	\$ 294.50/cylinder		
	Plus \$ 45.00 Delivery Charge		

As a reminder compliance with the contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s). If there are any questions regarding this letter of award, please feel free to call me at (956) 794-1731.

Sincerely,

Jaime E. Zapata Purchasing Agent

Xc: Pur

Purchasing File

City of Laredo

City Council

Meeting Date: 10/28/2024	Consent Agenda 105.

SUBJECT

Consideration to renew supply contract number FY23-001 with PVS DX (DPC Industries) Corpus Christi, Texas in an annual amount up to \$150,000.00 for the purchase of water liquid chlorine water treatment chemical for the Utilities Department. There was no price increase during the last extension period. The term of this contract shall be for a period of one year beginning as of the date of its execution and is contingent upon availability of appropriated funds. This contract has two, one year extension periods. Liquid Chlorine will be purchased on as needed basis. Funding is available in the Waterworks and Sewer System Funds.

PREVIOUS COUNCIL ACTION

Amended contract by 25% on November 6, 2023.

BACKGROUND

This contract establishes pricing for the purchase of liquid chlorine for the water and wastewater treatment plants. There was no price increase during the last extension period. This is the first of three extension periods. Staff is recommending that this contract be renewed with PVS DX for the purchase of chemicals used in the water and wastewater treatment process. The term of this contract shall be for a period of one year beginning as of the date of its execution. This contract shall be the responsibility of and administered by the vendor and the City of Laredo Utilities Department.

Current Pricing:

Vendor Commodity Unit Price

DPC Industries Liquid Chlorine (150 lb cylinder) \$ 294.50/cylinder plus \$45.00

Delivery Charge

A complete bid tabulation is attached.

COMMITTEE RECOMMENDATION None.

STAFF RECOMMENDATION

Approval of motion.

Meeting Date: 10/28/2024

Consent Agenda 105.

Fiscal Impact

Fiscal Year:

FY 2025

Budgeted Y/N?:

Source of Funds:

Waterworks and Sewer System

Account #:

see below

Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, these contracts become null and void.

557-4120-532-3860 559-4210-532-3860



City of Laredo **Purchasing Division** RENEWAL NOTICE

October 2, 2024

Mr. Edward Manzano PVS DX (DPC Industries, Inc.) 300 Jackson Hill St. Houston, Texas 77007

Re:

Water & Wastewater Treatment Chemicals - Utilities Department

Contract FY23-001

Extension [

Dear Mr. Manzano,

This is to inform you that contract FY23-001 which was approved by City Council on October 17, 2022 is up for renewal. This is the first of three one (1) year extension periods. Please advise if you wish to renew this contract for a one-year period.

Pricing:

Sincerely,

Jaime E. Zapata Purchasing Agent

Description	Unit Price
Liquid Chlorine (150 lb. cylinder)	\$ 294.50/cylinder ·
	Plus \$ 45.00 Delivery Charge

As a reminder compliance with the contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s). If there are any questions regarding this letter of award, please feel free to call me at (956) 794-1731.

Xc: Purchasing Fito PVS DX (DPC Industries) Accept

> City of Laredo - Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041 Phone (956)794-1731 Fax 790-1805

City Council-Regular

Meeting Date: 11/06/2023

Initiated By: Steve E. Landin, Assistant City Manager/Acting Chief of Police Staff Source: Arturo Garcia, Jr., P.E., Utilities Department Director; Mark DeMay,

Finance Department Director, Miguel A. Pescador, Purchasing Agent

SUBJECT

Consideration to amend annual supply contract number FY23-001 by 25% with the following vendors:

1. Chemrite, Inc., Buford, Georgia

2. Brenntag Southwest, Houston, Texas

3. Chemtrade Chemicals, Parsippany, New Jersey

4. Polydyne, Inc., Riceboro, Georgia

5. DPC Industries, Corpus Christi, Texas

for an amount increase of \$875,000.00 and a new contract with a total annual amount of \$4,375,000.00 for the purchase of water and wastewater treatment chemicals for the Utilities Department. The term of this contract shall expire on October 17, 2024. Contract amendment is due to an increase in usage and to cover future expenditures Funding is available in the Water and Wastewater Treatment Division's Operating Budgets.

VENDOR INFORMATION FOR COMMITTEE AGENDA

None.

PREVIOUS COUNCIL ACTION

Approved a two-year contract on 10/17/22.

Amended Contract to award patrial contract to Chemtrade on 11/07/22.

BACKGROUND

The term of this contract shall expire on 10/17/24. Contract amendment is due to an increase in usage and to cover outstanding invoices and future expenditures.

	Annual Total Amount		
Current Contract Amount	\$3,500,000.00		
25% Increase	\$875,000.00		
Revised Contract Amount	\$4,375,000.00		

COMMITTEE RECOMMENDATION

None.

STAFF RECOMMENDATION

It is recommended that this contract be amended.

Fiscal Impact

Fiscal Year:

2024

Bugeted Y/N?:

Yes

Source of Funds:

Account #:

557-4120-532-3860

Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

Fiscal Year:

2024

Bugeted Y/N?:

Yes

Source of Funds:

Account #:

559-4210-532-3860

Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, these contracts become null and void.

Attachments

Bid Tab FY23-001

Contracts FY23-001 Part I

Contracts FY23-001 Part II

FY23-001 Letters of Awards and Agendas



City of Laredo Purchasing Division LETTER OF AWARD

October 18, 2022

Mr. Edward Manzano DPC Industries, Inc. 5245 Sun Belt Drive Corpus Christi, Texas 78408

Re:

Water & Wastewater Treatment Chemicals - Utilities Department

Contract FY23-001

Dear Mr. Manzano,

This is to inform you that contract FY23-001 was approved by City Council on October 17, 2022. The term of this contract shall be for a period of two years. This contract has three one (1) year extension periods.

Pricing:

Description	Unit Price		
Liquid Chlorine (150 lb. cylinder)	\$ 294.50/cylinder		
i	Plus \$ 45.00 Delivery Charge		

Statutory Requirement to File Form 1295:

Texas Government Code Section 2252.908 and the Texas Ethics Commission ("TEC") Rules require certain business entities to submit a Form 1295 to certain governmental entities in Texas in connection with certain contracts, including bond purchase agreements that fit within the scope of the law. Failure to submit 1295 within 10 business days can result in cancelation of this contract. I have attached the link for form 1295 which must be completed and submitted electronically to the State of Texas Ethics Commission. https://www.ethics.state.tx.us/whatsnew/FAO_Form1295.html. You scan and email a copy to <a href="majorage-

As a reminder compliance with the contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s). If there are any questions regarding this letter of award, please feel free to call me at (956) 794-1731.

Sincerely,

Miguel A. Pescador Purchasing Agent

Xc;

Purchasing File

City Council-Regular Meeting Date: 10/17/2022

Initiated By: Riazul Mia, Assistant City Manager

Staff Source: Arturo Garcia Jr., P.E., Utilities Department Director, Miguel A. Pescador,

Purchasing Agent

SUBJECT

Consideration to award supply contract number FY23-001 to the following low bidders:

1. DPC Industries, Corpus Christi, Texas

2. Chemrite Chemicals, Buford, Georgia

3. Brenntag Southwest, Lancaster, Texas

4. Chemtrade Chemicals, Parsippany, New Jersey

5. Polydyne, Inc., Riceboro, Georgia

in an annual amount up to \$3,500,000.00 for the purchase of water and wastewater treatment chemicals for the Utilities Department. The term of this contract shall be for a period of two (2) years beginning as of the date of its execution and is contingent upon availability of appropriated funds. This contract has three (3) one (1) year extension periods. All chemicals will be purchased on as needed basis. Funding is available in the Water and Wastewater Treatment Division's Operating Budgets.

VENDOR INFORMATION FOR COMMITTEE AGENDA

None.

PREVIOUS COUNCIL ACTION

None.

BACKGROUND

The City received six (6) bids through Cit-E-Bid for the purchase of water and wastewater treatment chemicals for the Utilities Department. Staff is recommending that these contract be awarded to the low bidders listed below for the purchase of chemicals used in the water and wastewater treatment process.

The term of this contract shall be for a period of two (2) years beginning as of the date of its execution. The contract may be extended for three, additional one (1) year periods. Should the vendor desire to extend the contract for the additional one year period, it must so notify the City in writing no later than sixty (60) days before the expiration of the prior term. Such notification shall be effective upon actual receipt by

the City. Renewals shall be in writing and signed by the City's Purchasing Manager & City Manager or his designee, without further action by the Laredo City Council, subject to and contingent upon appropriation of funding therefore. All annual contracts shall bound by the terms of the bid documents. The City shall also have the right to extend this contract under the same terms and conditions beyond the original term or any renewal thereof, on a month to month basis, not to exceed 3 months. Said month to month extensions shall be in writing, signed by the City's Purchasing Manager & City Manager or his designee, and shall not require City Council approval, subject to and contingent upon appropriation of funding therefore. The City reserves the right to renew or rebid this contract, if the appropriated funds initially approved by City Council are exhausted before the contract expiration date. This contract shall be the responsibility of and administered by the vendor and the City of Laredo Utilities Department.

Pricing Summary:

Vendor	Commodity	Unit Price
DPC Industries	Liquid Chlorine (150 lb cylinder)	\$ 294.50/cylinder plus \$ 45.00 Delivery Charge
Brenntag Southwest	Liquid Chlorine (2000 lb. cylinder) enntag Southwest 1%Copper Sulfate Liquid Ammonium Sulfate (38%-40%)	
Chemtrade Chemicals	Liquid Aluminum Sulfate .50	\$ 0.1023 /lb. \$ 0.2015 /lb.
Polydyne, Inc.	Anionic Polymer (Clarifloc 210) Wastewater Polymer (30 Gallon Drum) Wastewater Polymer (Bulk) Cationic Polymer (C-308)	\$ 1.57 /lb. \$ 1.85/lb. \$ 1.85/lb. \$ 0.860/lb.
Chemrite Inc.	Calcium Hypochlorite (100 lb. drums)	\$ 235.00/Drum

A complete bid tabulation and recommendation is attached.

COMMITTEE RECOMMENDATION

None.

STAFF RECOMMENDATION

It is recommended that these contracts be approved.

Fiscal Impact

Fiscal Year:

2023

Bugeted Y/N?:

Yes

Source of Funds:

Account #:

557-4120-532-3860

Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

Fiscal Year:

2023

Bugeted Y/N?:

Yes

Source of Funds:

Account #:

559-4210-532-3860

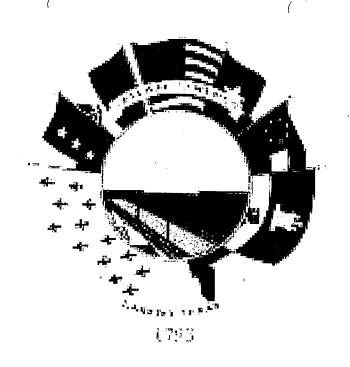
Change Order: Exceeds 25% Y/N:

FINANCIAL IMPACT:

The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, these contracts become null and void.

Attachments

Bid Tab FY23-001 Contract FY23-001 Part 1 Contract FY23-001 Part 2



FY23-001 Water & Wastewater Treatment **Chemicals Addendum 1 DPC Industries, Inc. Supplier Response**

Event Information

Number:

FY23-001 Water & Wastewater Treatment Chemicals Addendum 1

Title:

FY23-001 Water & Wastewater Treatment Chemicals

Type:

Request For Bid

Issue Date: 9/14/2022

Deadline:

10/5/2022 05:00 PM (CT)

Notes:

Contact Information

Contact: Jose L. Tijerina

Address: Utilities

2519 Jefferson Street Laredo, TX 78041

Phone:

(956) 795-2620

Email:

jtijerina@ci.laredo.tx.us

DPC Industries, Inc. Information

Contact:

Edward Manzano

Address:

5245 Sun Belt Dr

Corpus Christi, TX 78408

Phone:

(361) 289-6947

Email:

emanzano@dxgroup.com

Web Address: www.dxgroup.com

By submitting your response, you certify that you are authorized to represent and bind your company.

Martha A Navarro for DPC Industries Inc.

emanzano@dxgroup.com

Signature

Submitted at 10/6/2022 10:22:20 AM (CT)

Bid Attributes

1 Award by Item

This contract will be awarded by item to the lowest responsive responsible bidder, in accordance to the provisions of Chapters 252 and 271 of the State of Texas – Local Government Code.

Yes (Yes)

2 Questionnaire Description

"The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to 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 request. By submitting this bid the vendor agrees to the City of Laredo specifications and all terms and conditions stipulated in the proposed document. That I, individually and on behalf of the business named in this Business Questionnaire, do by my signature below, certify that the information provided in the questionnaire is true and correct."

3 Name of Offeror (Business) and Name & Phone Number of Authorized Person to sign bid

No response

4 State how long under has the business been in its present business name

No response

5 If applicable, list all other names under which the Business identified above operated in the last five years

No response

6 State if the Company is a certified minority business enterprise

The below information is requested for statistical and tracking purposes only and will not influence the amount of expenditure the City will make with any given company.

7 Questions Part 1

1) Is any litigation pending against the Business? 2) Has the Business ever been declared "not responsive" for the purpose of any governmental agency contract award? 3) Has the Business been debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or other wise disqualified from bidding, proposing or contracting? 4) Are there any proceedings, pending relating to the Business responsibility, debarment, suspension, voluntary exclusion, or qualification to receive a public contract? 5) Has the government or other public entity requested or required enforcement of any of its rights under a surety agreement on the basis of default or in lieu of declaring the Business at default?

No response

8 Questions Part 2

1) Is the Business in arrears in any contract or debt? 2) Has the Business been a defaulter, as a principal, surety, or otherwise? 3) Have liquidated damages or penalty provisions been assessed against the Business for failure to complete work on time or any other reason?

No response

9 State If the Company is a certified minority business enterprise

No response

Conflict of Interest Disclosure

A form disclosing potential conflicts of interest involving counties, cities, and other local government entities may be required to be filed after January 1, 2006, by vendors or potential vendors to local government entities. The new requirements are set forth in Chapter 176 of the Texas Local Government Code added by H.B. No. 914 of the last Texas Legislature. Companies and individuals who contract, or seek to contract, with the City of Laredo and its agents may be required to file with the City Secretary's Office, 1110 Houston Street, Laredo, Texas 78040, a Conflict of Interest Questionnaire that describes affiliations or business relationships with the City of Laredo officers, or certain family members or business relationships of the City of Laredo officer, with which such persons do business, or any gifts in an amount of \$250.00 or more to the listed City of Laredo officer (s) or certain family members. The new requirements are in addition to any other disclosures required by law. The dates for filing disclosure statements begin on January 1, 2006. A violation of the filing requirements is a Class C misdemeanor. The Conflict of Interest Questionnaire (Form CIQ) may be downloaded from http://www.ethics.state.tx.us/whatsnew/conflict forms.htm. The City of Laredo officials who come within Chapter 176 of the Local Government Code relating to filing of Conflicts of Interest Questionnaire (Form CIQ) include: 1. Mayor 2. Council Members 3. City Manager 4. Members of the Fire Fighters and Police Officers Civil Service Commission. 5. Members of the Planning and Zoning Commission. 6. Members of the Board of Adjustments 7. Members of the Building Standards Board 8. Parks & Leisure Advisory Committee Member, 9. Historic District Land Board Member, 10. Ethics Commission Board Member, 11. The Board of Commissioners of the Laredo Housing Authority 12. The Executive Director of the Laredo Housing Authority 13. Any other City of Laredo decision making board member If additional information is needed please contact Miguel A. Pescador, Purchasing Agent at 956-794-1731.

Conflict of Interest Questionnaire Form CIQ

For vendor or other person doing business with local governmental entity. This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person 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 person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

1 Conflict of Interest Questionnaire

Vendor is required to submit Conflict of Interest Form for bid to be considered complete. Have you submitted your completed Conflict of Interest Form with your response?

No response

13	Disclosure Form For details on use of this form, see Section 4.01 of the City's Ethics Code.
14	This is a No response
1 5	Question 1. Name of person submitting this disclosure form Please include First Name, Middle Initial, Last Name and Suffix (if applicable) No response
16	Question 2. Contract Information Please include the following: a)Contract or Project Name b)Originating Department No response
1 7	Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract) No response
1	Question 4. List any business entity(les) that is a partner parent subsidiary business entity(les)

business entity(ies) of the individual or entity listed in Question 3.

No response

Question 4. List any business entity(ies) that is a partner, parent, subsidiary business entity(ies) of the individual or entity listed in Question 3

If you selected Not Applicable on Question 4, skip this section. If it applies to you, please list the name of partner, parent, or subsidiary business entity(ies) in this section.

No response

Question 5. List any individuals or entities that will be subcontractors on this contract

No response

Question 5. List any individuals or entities that will be subcontractors on this contract

If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section.

No response

Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract

No response

Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract

If selected Not Applicable on question 6, please skip this section. If it applies to you, please list attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract.

No response

2	I am a deline a delin
	List any campaign or officeholder contributions made by the following individuals in the past 24 months totaling more than \$100 to any current member of City Council, former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections. a) Any individual seeking contract with the city (Question 3) b) Any owner of officer of entity seeking contract with the city (Question 3) c) Any individual or owner or officer of any entity listed above as partner, parent, or subsidiary business (Question 4) d) Any subcontractor or owner/office of subcontracting entity for the contract (Question 5) e) The spouse of any individual listed in response to (a) through (d) above f) Any attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6)
2 5	Question 7. Disclosure of political contributions
5	If you selected Not Applicable on question 7, please skip this section. If it applies to you, please list all contributors in this section.
<u> </u>	No response
26	Updates on contributions required
6	Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes action on the contracts identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.
27	Question 8. Disclosure of Conflict of Interest
,	Are you aware of any fact(s) with regard to this contract that would raise a "conflict of interest" issue under Section 2.01 of the Ethics Code for any City Council member or board/commission member that has not or will not be raised by these city officials?
	No response
2	No response 8. Disclosure of Conflict of Interest
28	8. Disclosure of Conflict of Interest
28	
	8. Disclosure of Conflict of Interest If you selected I am aware of conflict of interest is question 8, please list them in this section. No response
28	8. Disclosure of Conflict of Interest If you selected I am aware of conflict of interest is question 8, please list them in this section. No response Question 9. Updates Required I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council and a late the first formation.
	8. Disclosure of Conflict of Interest If you selected I am aware of conflict of interest is question 8, please list them in this section. No response Question 9. Updates Required
	8. Disclosure of Conflict of Interest If you selected I am aware of conflict of interest is question 8, please list them in this section. No response Question 9. Updates Required I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council, and no later than five (5) business days after any changes has occurred, whichever comes first. This include information about political contributions made after the initial submission and up until thirty (30) calendar days after the contract has been awarded.
2 9	8. Disclosure of Conflict of Interest If you selected I am aware of conflict of interest is question 8, please list them in this section. No response Question 9. Updates Required I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council, and no later than five (5) business days after any changes has occurred, whichever comes first. This include information about political contributions made after the initial submission and up until thirty (30) calendar days after the contract has been awarded. I have read and understand this section (I have read and understand this section)
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30	8. Disclosure of Conflict of Interest If you selected I am aware of conflict of interest is question 8, please list them in this section. No response Question 9. Updates Required I understand that this form must be updated by submission of a revised form if there is any change in the information before the discretionary contract is the subject of action by the City Council, and no later than five (5) business days after any changes has occurred, whichever comes first. This include information about political contributions made after the initial submission and up until thirty (30) calendar days after the contract has been awarded. ☐ I have read and understand this section (I have read and understand this section) Question 10. No Contract with City Officials or Staff during Contract Evaluation I understand that a person or entity who seeks or applies for city contract or any other person acting on behalf of that person or entity is prohibited from contacting city officials and employees regarding the contract after a Request for Proposal (RFP), Request for Qualifications (RFQ), or other solicitation has been released. This nocontact provision shall conclude when the contract is posted as a City of Laredo Council agenda item. If contact is required with city officials or employees, the contact shall take place in accordance with procedures incorporated into the solicitation documents. Violation of this prohibited contacts provision set out in Section 2.09 of the Ethics Code by respondents or their agents may lead to disquiffication of their offer from consideration. ☐ I have read and understand this section (I have read and understand this section)
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3 Question 11. Oath

Please complete in this section the required information for your company: 1) Name 2) Title 3) Company or DBA 4) Date

No response

3 Question 12. Oath

I swear or affirm that the statements contained in this Discretionary Contracts Disclosure Form, including any attachments, to the best of my knowledge and belief are true, correct, and complete.

 \square I swear or affirm information is correct (I swear or affirm information is correct)

3 | Certificate of Interested Parties (Form 1295)

In an effort to comply with state law the certificate of interested parties must be filled out once a vendor has been granted a contract. All of this information can be found on the State of Texas website, please use this link provided, https://www.ethics.state.tx.us/tec/1295-Info.htm. Implementation of House Bill 1295 Certificate of Interested Parties (Form 1295): In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016. The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of inferested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295. Filing Process: Staring on January 1, 2016, the commission will make available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract. The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency. Information regarding how to use the filing application will be available on this site starting on January 1, 2016. Additional Information: HB 1295 Certificate of Interested Parties (Form 1295) New Chapter 46, Ethics Commission Rules: 46.1. Application 46.3. Definitions 46.5. Disclosure of Interested Parties Form In order to comply with state law the Certificate of Interested Parties (Form 1295) must be submitted to the Texas Ethics Commission within 10 days upon receiving notice of award of contract. This form must be submitted within the allotted time otherwise this may result in the cancellation of the contract.

 \square I will comply with this form (I will comply with this form)

Terms and Conditions for Request for Bids

TERMS AND CONDITIONS OF INVITATIONS FOR BIDS GENERAL CONDITIONS Bidders are required to submit bids upon the following expressed conditions:

- (a) Bidders shall thoroughly examine the specifications, schedule instructions and other contract documents. Once the award has been made, failure to read all specifications, instructions, and the contract documents, of the City shall not be cause to alter the original contract or for a vendor to requests additional compensation.
- (b) Bidders shall make all investigations necessary to thoroughly inform themselves regarding facilities and locations for delivery of materials and equipment as required by the bid conditions. No pleas of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.
- (c) Bidders are advised that City contracts are subject to the all legal requirements provided for in the City Charter and/or applicable City Ordinances, State and Federal Statutes.

1.0 PREPARATION OF BIDS Bids will be prepared in accordance with the following:

(a) All information required by the bid form shall be furnished. For hand delivered submittals only, the vendor shall print or type the business name and manually sign the schedule. For electronic submittals, this information shall be submitted electronically on Cit-E-Bid system.

(b) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.

(c) Alternate bids will not be considered unless authorized by the invitation for bids or any applicable addendum

(d) Proposed delivery time must be shown and shall include Sundays and holidays

(e) Bidders will not include Federal taxes or State of Texas limited sales tax in bid prices since the City of Laredo is exempt from payment of such taxes. An exemption certificate will be furnished upon request.

(f) The City shall pay no costs or other amounts incurred by any entity in responding to this RFB, or as a result of issuance of this RFB.

2.0 DESCRIPTION OF SUPPLIES Any catalog or manufacturer's reference used in describing an item is merely descriptive, and not restrictive, unless otherwise noted, and is used only to indicate type and quality of material. Bidder is required to state exactly what they intend to furnish; otherwise bidder shall be required to furnish the items as specified.

3.0 SUBMISSION OF BIDS

(a) Bids and changes thereto shall be enclosed in sealed envelopes, properly addressed and to include the date and hour of the bid opening and the material or services bid on shall be typed or written on the face of the envelope. If submitted electronically, this information shall be submitted electronically on Cit-E-Bid system by going to the following link: https://cityoflaredo.ionwave.net/Login.aspx

(b) Unless otherwise noted on the Notice to Bidders cover sheet, all hand delivered bids must be submitted to the Office of the City Secretary, City Hall, 1110 Houston Street.

(c) Bids forms can be downloaded and printed through Cit-E-Bid. Malled Bids (i.e. USPS, FedEx, UPS), telegraphic, email or facsimile bids will not be considered.

(d) Samples, when required, must be submitted within the time specified, at no expense to the City of Laredo. If not destroyed or used up during testing, samples will be returned upon request at the bidder's expense,

(e) Bids must be valid for a minimum period of sixty (60) days. An extension to hold bid pricing for actual quantity bids may be requested by the City.

4.0 REJECTION OF BIDS The City may reject a bid if:

- (a) Bidder misstates or conceals any material fact in the bid.
- (b) Bid does not strictly conform to the law or the requirements of the bid.

(c) Bidder is in arrears on existing contracts or taxes with the City of Laredo.

- (d) If bids are conditional. Bidder may qualify their bid for acceptance by the City on an "ALL OR NONE" basis. An "ALL OR NONE" basis bid must include all items in the specifications.
- (e) In the event that a bidder is delinquent in the payment of City taxes on the day the bids are opened, including state and local taxes, such fact shall constitute grounds for rejection of the bid or cancellation of the contract. A bidder is considered delinquent, regardless of any contract or agreed judgments to pay such delinquent taxes.
- (f) No bid submitted herein shall be considered unless the bidder warrants that, upon execution of a contract with the City of Laredo, bidder will not engage in employment practices such as discriminating against employees because of race, color, sex, creed, or national origin. Bidder will submit such reports as the City may therefore require assuring compliance with said practices.
- (g) The City may reject all bids or any part of a bid whenever it is deemed necessary.

(h) The City may waive any minor informalities or irregularities in any bid.

5.0 WITHDRAWAL OF BIDS Bids may not be withdrawn after they have been publicly opened, unless approved by the City Council.

6.0 LATE BIDS OR MODIFICATIONS Bids and modifications received after the time set for the bid deadline will not be considered. Late bids will be returned to the bidder unopened.

7.0 CLARIFICATION OR OBJECTION TO BID SPECIFICATIONS If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications, or other bid documents or any part thereof, they may submit to the City Purchasing Agent on or before seven (7) calendar days prior to the scheduled bid deadline a request for clarification which must be submitted in writing through email seven (7) days prior to the scheduled date for opening to: CITY OF LAREDO PURCHASING AGENT Miguel A. Pescador 5512 Thomas Ave, Laredo, TX 78041 mpescador@ci.laredo.tx.us or Questions & Responses section on Cit-E-Bid system. Any vendor submitting questions shall make reference to a specific bid number, section, page and item of this solicitation. In case there are changes, additions, and/or edits to the original scope of work, and addendum will be issued by the purchasing agent to all vendors through Cit-E-Bid system under Questions and Responses section to clarify any inquiries. The City will not be responsible for any other explanations or interpretations of the proposed bid made or given prior to the bid opening or award of contract.

(a) Protest Procedures: The purpose of this procedure is to establish procedures whereby a vendor may protest specific procurement actions by the City of Laredo. The following sequence of activities must take place in filing a protest:

- (b) To be performed by protesting vendor: Within ten (10) days prior to the time that the City Council considers the recommendation of the City's Purchasing Officer, the protesting vendor must provide written protest to the City Purchasing Officer. Such protest must include specific reasons for the protest.
- (c) To be performed by City's Purchasing Officer: Shall review the records of procurement and determine legitimacy and procedural correctness. With five (5) working days, the City Purchasing Officer shall provide written response to the protesting vendor of the decision.
- (d) If the protesting vendor is not satisfied with the decision of the City Purchasing Officer, such protesting vendor may appeal to the City Manager of the City of Laredo. If the protesting vendor cannot resolve the issue with the City Manager, he shall be entitled to address his concerns when the City Council of the City of Laredo considers the awarding of the contract. Such appeal may be made only after exhausting all administrative procedures through the City Manager. All protests must be duly submitted via Certified Mail to: City of Laredo Purchasing Agent 5512 Thomas Ave. Laredo, Texas 78041.

8.0 BIDDER DISCOUNTS

- (a) Percent discounts within a certain period of time will be accepted but cannot be used in the bid evaluation. The period of the discount offered should be sufficient to permit payments within such period in the regular course of business by the City of Laredo.
- (b) In connection with any discounts offered, time will be computed from the date of receipt of supplies or service or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date the check is mailed.

9.0 INTENT OF CONTRACT

a) ANNUAL SUPPLY/SERVICE CONTRACTS: This contract does not commit the City to purchase the quantities indicated. The quantities are estimates and are based on the best available information. The purpose of this contract is to establish prices for the commodities or services needed, should the City need to purchase these commodities or services. Since the quantities are estimates, the City may purchase more than the estimated quantities, less than the estimated quantities, or not purchase any quantities at all. The needs of the City shall govern the amount that is purchased. All annual contracts shall bound by the terms of the bid documents. In the event a new contract cannot be executed on the anniversary date of the original term or renewal term, the contract may be renewed month to month until a new contract is executed. The City's obligation for performance of an annual supply contract beyond the current fiscal year is contingent upon the availability of appropriated funds from which payments for the contract purchases can be made. If no funds are appropriated and budgeted during the next fiscal year, this contract becomes null and void.

10.0 AWARD OF CONTRACT

- (a) This contract will be **awarded by items** to the (**lowest responsive responsible bidder**), in accordance to the provisions of Chapters 252 and 271 of the State of Texas Local Government Code. Definition of lowest responsive and responsible bidder as per the Institute for Public Procurement is:
- "Lowest Responsive and Responsible Bidder: The bidder who fully complied with all of the bid requirements and whose past performance, reputation, and financial capability is deemed acceptable, and who has offered the most advantageous pricing or cost benefit, based on the criteria stipulated in the bid documents."
- (b) The City reserves the right to accept any item or group of items in the bid specifications, unless the bidder qualifies it's bid by specific limitation. Proof: The bidder shall bear the burden of proof of compliance with the City of Laredo specifications.
- (c) A written award of acceptance (a duly approved purchase order or Letter of Award) furnished by the City to the successful bidder results in a binding contract without further action by either party. These Terms and Conditions shall be the basis and governing document of the binding contract.
- (d) A duly authorize purchase order number shall reference item/services description, item number, quantity and price. Invoices shall reference the assign purchase order number to avoid any duplication (2 CFR 200.318 (d)).
- (e) Prices must be quoted F.O.B. Destination, Laredo, Texas, unless otherwise specified in the invitation to bid. The place of delivery shall be that set forth in the bid specifications and/or purchase order.
- (f) Title & Risk of Loss: The title and risk of loss of goods shall not pass to the City of Laredo until the City actually receives and takes possession of the goods at the point or points of delivery. The terms of this agreement is "no arrival, no sale".
- (g) Delivery time and prompt payment discounts will be considered in breaking ties. In the event of a tie bid, the successful bidder will be determined by choosing lots at the City Council meeting chambers.
- (h) The City of Laredo shall give written notice to the contractor (supplier) if any of the following conditions exist:
- 1. Contractor does not provide materials in compliance with specifications and/or within the time schedule specified in bid.
- 2. Contractor neglects or refuses to remove materials or equipment which have been rejected by the City of Laredo if found not to comply with the specifications.
- 3. The contractor makes an unauthorized assignment for the benefit of any contractor.
- Upon receiving written notification from the City that one of the above conditions has occurred, the contractor must

remedy the problem within ten (10, calendar days, to the complete satisfaction of the City, or the contract will be immediately canceled.

4. Contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s).

11.0 PAYMENT & INVOICING

(a) All invoices to the City of Laredo have a 30 day term from receipt of supplies or completion of services.

(b) Discount terms will be computed from the date of receipt and acceptance of supplies or services. Payment shall be deemed to be made from that date.

(c) All invoices must show the purchase order number and invoices shall be legible. Items billed on invoices should be specific as to applicable stock, manufacturer catalog or part number. All items must show unit prices. If prices are based on discounts from list, then list prices must appear on bid schedule. All invoices shall be mailed to the Accounts Payable Office, City Hall, and PO. Box 210, Laredo, Texas 78042.

(d) The City of Laredo offers electronic funds transfer (ETF) payments in lieu of check payment when a vendor has filled out an Electronic Funds Transfer Authorization Form issued by the City of Laredo or upon request from the vendor. This ensures prompt payment directly deposited to a bank account. The estimated payment time is up fifteen (15) days from the date payment is processed. (e) For any inquires on payment status or general billing questions please contact: Jorge J. Jolly, Accounts Payable Manager 956-791-7328 jjolly@ci.laredo.tx.us 1110 Houston St. Laredo, TX 78040.

12.0 In accordance to State of Texas, the City of Laredo follows State practices when awarding any and all competitive solicitations:

TEXAS ENGINEERING AND LAND SURVEYING PRACTICE ACTS AND RULES CONCERNING PRACTICE AND LICENSURE

OCCUPATIONS CODE TITLE 6. REGULATION OF ENGINEERING, ARCHITECTURE, LAND SURVEYING, AND RELATED PRACTICES SUBTITLE A. REGULATION OF ENGINEERING AND RELATED PRACTICES CHAPTER 1001. TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS CHAPTER 137: COMPLIANCE AND PROFESSIONALISM

SUBCHAPTER C: PROFESSIONAL CONDUCT AND ETHICS

§137.53 ENGINEER STANDARDS OF COMPLIANCE WITH PROFESSIONAL SERVICES PROCUREMENT ACT (a) A licensed engineer shall not submit or request, orally or in writing, a competitive bid to perform professional engineering services for a governmental entity unless specifically authorized by state law and shall report to the board any requests from governmental entities and/or their representatives that request a bid or cost and/or pricing information or any other information from which pricing or cost can be derived prior to selection based on demonstrated competence and qualifications to perform the services. (b) For the purposes of this section, competitive bidding to perform engineering services includes, but is not limited to, the submission of any monetary cost information in the initial step of selecting qualified engineers. Cost information or other information from which cost can be derived must not be submitted until the second step of negotiating a contract at a fair and reasonable cost. (c) This section does not prohibit competitive bidding in the private sector. Source Note: The provisions of this §137.53 adopted to be effective May 20, 2004, 29 TexReg 4878; amended to be effective June 4, 2007, 32 TexReg 2996.

I Agree to the Terms and Conditions (I Agree to the Terms and Conditions)

3 Insurance Terms and Conditions

INSURANCE REQUIREMENTS If and when applicable or required by the contract, the successful bidder(s) shall furnish the City with original copies of valid insurance policies herein required upon execution of the contract and shall maintain said policies in full force and effect at all times throughout the term of this contract.

(a) Commercial General Liability insurance at minimum combined single limits of \$1,000,000 per-occurrence and \$2,000,000 general aggregate for bodily injury and property damage, which coverage shall include products/completed operations (\$1,000,000 products/completed operations aggregate) and XCU (Explosion, Collapse, Underground) hazards. Coverage must be written on an occurrence form. Contractual Liability must be maintained covering the Contractors obligations contained in the contract. The general aggregate limit must be at least two (2) times the each occurrence limit.

(b) Workers Compensation insurance at statutory limits, including Employers Liability coverage a minimum limits of \$1,000,000 each-occurrence each accident/\$1,000,000 by disease each-occurrence/\$1,000,000 by disease aggregate.

(c) Commercial Automobile Liability insurance at minimum combined single limits of \$1,000,000 per-occurrence for bodily injury and property damage, including owned, non-owned, and hired car coverage.

(d) Pollution Liability insurance with minimum limits of \$1,000,000.00 per occurrence.

(e) Any Subcontractor(s) hired by the Contractor shall maintain insurance coverage equal to that required of the Contractor. It is the responsibility of the Contractor to assure compliance with this provision. The City of Laredo accepts no responsibility arising from the conduct, or lack of conduct, of the Subcontractor.

(f) A Comprehensive General Liability insurance form may be used in lieu of a Commercial General Liability insurance form. In this event, coverage must be written on an occurrence basis, at limits of \$1,000,000 each-occurrence, combined single limit, and coverage must include a broad form Comprehensive General Liability Endorsement, products/completed operations, XCU hazards, and contractual liability.

(g) With reference to the foregoing insurance requirement, Contractor shall specifically endorse applicable insurance policies as follows:

1. The City of Laredo shall be named as an additional insured with respect to General Liability and Automobile Liability.

2. All liability policies shall contain no cross liability exclusions or insured versus insured restrictions.

- 3. A walver of subrogation in favor of the City of Laredo shall be contained in the Workers compensation, and all liability policies.
- 4. All insurance policies shall be endorsed to require the insurer to immediately notify The City of Laredo of any material change in the insurance coverage.
- 5. All insurance policies shall be endorsed to the effect that The City of Laredo will receive at least sixty- (60) days' notice prior to cancellation or non-renewal of the insurance.
- 6. All insurance policies, which name The City of Laredo as an additional insured, must be endorsed to read as primary coverage regardless of the application of other insurance.

7. Required limits may be satisfied by any combination of primary and umbrella liability insurances.

- 8. Contractor may maintain reasonable and customary deductibles, subject to approval by The City of Laredo.
- 9. Insurance must be purchased from insurers that are financially acceptable to the City of Laredo. Insurer must be rated A- or greater by AM Best Rating with an admitted carrier licensed by the Texas Department of Insurance.
- (h) All insurance must be written on forms filed with and approved by the Texas Department of Insurance. Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent and shall contain provisions representing and warranting the following:
- 1. Sets forth all endorsements and insurance coverage's according to requirements and instructions contained herein.
- 2. Shall specifically set forth the notice-of-cancellation or termination provisions to The City of Laredo.
- (i) Upon request, Contractor shall furnish The City of Laredo with certified copies of all insurance policies.
- (j) Certificates of insurance are always subject to review and approval from the City of Laredo Risk Management.
- (k) Specialty certificates and licenses must be inspected and verified for accuracy and validity before award of contract.
- (I) Awarded vendor is required to maintain current and active all: certifications, licenses, permits and/or insurance coverages, required to perform work, throughout the duration of this project/contract.
- \square I agree my insurance meets minumum requirements (I agree my insurance meets minumum requirements)

3 Contract Requirements

- **1.CODE OF ETHICS ORDINANCE** Vendors doing business with the City of Laredo shall comply with all provisions of the City of Laredo's Code of Ethics (Ordinance, as amended). Vendors may be required to participate in Code of Ethics trainings.
- 1.2 PROHIBITED CONTACTS DURING CONTRACT SOLICITATION PERIOD A person or entity who seeks or applies for a city contract or any other person acting on behalf of such person or entity, is prohibited from contacting city officials and employees regarding such a contract after a Formal Bid, Request for Proposal (RFP), Request for Qualification (RFQ) or other solicitation has been released. This no-contact provision shall conclude when the contract is awarded. The City of Laredo reserves the right to contact respondents and may require such contact as part of the evaluation process (for presentation, clarification) of bids and/or negotiation of RFP submittal(s) prior to the award of contract. If contact is required, such contact will be done in accordance with provisions of Chapter 252 and 271 of the Texas Local Government Code and procedures incorporated into the solicitation document. Violation of this provision by respondents or their agents may lead to disqualification of their offer from consideration.
- 1.3 NON-COLLUSIVE AFFIDAVIT (Form can be downloaded and submitted through Cit-E-Bid system) The City may require that vendors submit a Non-Collusive Affidavit. The vendor will be required to state that the party submitting a proposal or bid, that such proposal or bid is genuine and not collusive or sham; that said Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any Bidder or Person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price or affiant or of any other Bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other Bidder, or to secure any advantage against the City of Laredo or any person interested in the proposed contract; and that all statements in said proposal or bid are true.
- 1.4 CONTRACT DISCLOSURE FORMS (This is submitted through Cit-E-Bid system) The City of Laredo requires the following forms to be completed as a part of this bid for consideration; 1. Company Information Questionnaire, 2. Signed Price Schedule, 3. Conflict of Interest Questionnaire, 4. Non-Collusive Affidavit 5. Discretionary Contracts Disclosure 6. Certificate of Interested Parties (Form 1295) **Upon Award of RFP Only** 1.5 CONFLICT OF INTEREST FORMS (This is submitted through Cit-E-Bid system) Conflict of Interest Disclosure: A form disclosing potential conflicts of interest involving counties, cities, and other local government entities may be required to be filed after January 1, 2006, by vendors or potential vendors to local government entities. The new requirements are set forth in Chapter 176 of the Texas Local Government Code added by H.B. No. 914 of the last Texas Legislature.
- 1.6 TEXAS ETHICS COMMISSION (Form 1295, Form can be downloaded and submitted through Cit-E-Bid system) Certificate of Interested Parties (Form 1295). Implementation of House Bill 1295: In an effort to comply with state law the certificate of interested parties must be filled out once a vendor has been granted a contract. All of this information can be found on the state of Texas website, please use this link provided, https://www.ethics.state.tx.us/tec/1295-Info.htm In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016. In order to comply with state law the Certificate of Interested Parties (Form 1295) must be submitted to the Texas Ethics Commission within 10 days upon receiving notice of award of contract. This form must be submitted within the allotted time otherwise this may result in the cancellation of the contract.

Changes to Form 1295:

Changes to the law requiring certain businesses to file a Form 1295 are in effect for contracts entered into or amended on or after January 1, 2018. The changes exempt businesses from filing a Form 1295 for certain types of contracts and replace the need for a completed Form 1295 to be notarized. Instead, the person filing a 1295 needs to complete an "unsworn declaration."

 \square I have read and understand this section (I have read and understand this section)

38	Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. I have read and understand this section (I have read and understand this section)
3 9	Acknowledgement of Questions, Answers, & Revisions to FY23-001 Acknowledgement of Questions, Answers, & Revisions to FY23-001. Uendor has acknowledged questions and answers. (Vendor has acknowledged questions and answers.)

Bid Lines

1	Package Header				
	Section I –Chemical Bid Price Schedule				
	Note: Unit price shall include freight charges, fuel cha				
	Quantity: 1 UOM: EA	Total	<u></u>		
	Package Items		rotal	\$159 ,030.00	
	1.1 Liquid Sodium Hydroxide (50%)				
	Average order (47,000 lbs.)				
	Quantity: 9 UOM: Bulk (lbs)	Price:	No response	Total:	No response
	1.2 Liquid Sodium Hydroxide (50%)				
	Average order (3,500 gallons.)				
	Quantity: 9 UOM: 275 Gallon Tote (Gallon)	Price:	No response	Total:	No response
	1.3 Liquid Sodium Hydroxide (25%)				
	Average order (47,000 lbs.)				
	Quantity: 9 UOM: Bulk (lbs.)	Price:	No response	Total:	No response
	1.4 Line deleted as part of an Addendum			•	
	1.5 Calcium Hypochlorite				
	Average order (40 drums)				
	Quantity: 60 UOM: 100 lb. Drums	Price:	No response	Total:	No response

1.6	S Liquid Chlorine		·		
	Average order (480 cylinders)	_			
47	Quantity: 540 UOM: 2000 lb.Cylinder	Price:	No response	Total:	No response
1.7	Liquid Chlorine				
	Average order (180 cylinders)				
	Quantity: 540 UOM: 150 lb Cylinder	Price:	\$294.50	Total:	\$159,030.00
1.8	Liquid Aluminum Sulfate (50%)				
	Average order (47,000 lbs.)				
1.9	Quantity: 75 UOM: Bulk (lbs)	Price:	No response	Total:	No response
1.3	Cationic Polymer (C-308)				
	Average order (45,000 lbs.)				
1.1	Quantity: 10 UOM: Bulk (lbs.)	Price:	No response	Total:	No response
''	Anionic Polymer (Clarifloc 210)				
	Average order (8 totes)				
1.11	Quantity: 8 UOM: 270 Gallon Tote (Gallon)	Price:	No response	Total:	No response
3.1	Liquid Ammonium Sulfate				
	Average order (50,000 lbs.)			_	
1.12	Quantity: 27 UOM: Bulk (lbs.)	Price:	No response	Total:	No response
****	Liquid Aluminum Sulfate with 1% Copper Sulfate)			
	Average order (60,000 lbs.)				
1.13	Quantity: 60 UOM: Bulk (lbs.)	Price:	No response	Total:	No response
1.13	Wastewater Polymer				
	Average order (35,000 lbs.)				
	Quantity: 6 UOM: Bulk (lbs.)	Price:	No response	Total:	No response

1.14	Wastewater Polymer		I		
1,15	Average order (30 drums) Quantity: 40 UOM: 55 gallon drum Liquid Ammonium Sulfate (38%-40%)	Price:	No response	Total:	No response
	Average order (200 tons)				
	Quantity: 250 UOM: Ton	Price:	No response	Total:	No response

Response Total: \$159,030.00



CITY OF LAREDO FINANCE DEPARTMENT PURCHASING DIVISION FORMAL INVITATION FOR BIDS

WATER & WASTEWATER TREATMENT CHEMICALS UTILITIES DEPARTMENT

Public Notice

Notice is hereby given that the City of Laredo is now accepting sealed bids, subject to the Terms and Conditions of this Invitation for Bids and other contract provisions, for awarding a two-year contract for the purchase of chemicals used for water and wastewater treatment for the Utilities Department.

Copies of the specifications may be obtained from the Finance Department – Purchasing Division, 5512 Thomas Ave., Laredo, Texas 78041 or by downloading from our website: www.cityoflaredo.com or through Cit-E-Bid: https://cityoflaredo.ionwave.net/Login.aspx

Hand delivered bids will be received at the City Secretary Office, 1110 Houston St., 3rd. floor, Laredo, Texas 78040 until 5:00 P.M on October 5, 2022; and all bids received will be opened and read publicly at 10:00 AM at the Office of the City Secretary on October 6, 2022.

Hand delivered bids are to be submitted in a sealed envelope clearly marked:

Bid: Water & Wastewater Treatment Chemicals – Utilities Department FY23-001

Bids can be downloaded and submitted through Cit-E-Bid:	Hand Delivered:
	City of Laredo - City Secretary
https://cityoflaredo.ionwave.net/Login.aspx	C/O Jose A. Valdez Jr,
	City Hall - Third Floor
	1110 Houston Street
	Laredo, Texas 78040

24.0 Tab B Price Schedule

24.1 Section I: Chemical Bid Price Schedule - Unit price must include freight charges, fuel charges, and HAZ-MAT fees.

Item	Chemical	Unit of Measure	Est/Qty./Year	Unit Price	Ext. Price
1	Liquid Sodium Hydroxide (50%)	47,000 Lbs.	9	S	
2	Liquid Sodium Hydroxide (50%)	275 Gal. Tote	9	\$	\$
3	Liquid Sodium Hydroxide (25%)	47,000 Lbs.	9	S	\$
5	Calcium Hypochlorite	100 Lbs. Drum	60	\$	\\$ \\$
4	Liquid Ferric Sulfate (Deleted)				
6	Liquid Chlorine	2,000 lbs. Cylinder	540	\$	\$
7	Liquid Chlorine	150 lbs. Cylinder	540	\$ 294,50	\$ 159,030,8
8	Liquid Aluminum Sulfate (50%)	47,000 Lbs.	75	\$	
9	Cationic Polymer (C-308)	45,000 Lbs.	10	\$	\$
10	Anionic Polymer (Clarifloc 210)	270 Gal. Tote	8	s	\$
11	Liquid Ammonium Sulfate	50,000 Lbs.	27	\$	\$
12	Liquid Aluminum Sulfate with 1% Copper Sulfate	47000 Lbs.	60	\$	\$
14	Wastewater Polymer	35,000 Lbs.	6	\$	\$
15	Wastewater Polymer	55 Gallon Drum	40	\$	\$
16	Liquid Ammonium Sulfate (38%-40%)	Ton	250	S	\$

₩ \$86

Company Name: Specifications, Inc.

Owner/President Name: Rick Karris, Pick Karris

Company Address: 5345 Suinbelt

City, State, Zip Code: Corpus Christi Tr. 18408

Company Authorized Representative's Signature: Id/Marson State

Company Representative's Name: Edward YY Sazzaso Sc.

Signature on this form indicates agreement with "Instructions to Bidder - General Terms and

Conditions, pricing and all specifications listed on this document."

* \$45.00 dollar delivery fee

23.0 Tab A - Bidder Information Questionnaire

Bidder Information/Business Questionnaire: Please complete all information requested below and submit with your bid package

"The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to 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 request. By submitting this bid the vendor agrees to the City of Laredo specifications and all terms and conditions stipulated in the proposed document. That I, individually and on behalf of the business named in this Business Questionnaire, do by my signature below, certify that the information provided in the questionnaire is true and correct."

Name of Offeror (Business)	DPC Industries, Inc.
Signature Ed Mar of person authorized to sign bid	Dute 10-04-2022
Print Name of person authorized to sign bid	Ed Manzano Jr.
Title:	Territory Manager
Business Address:	5245 Sunbelt
	Corpus Christi, TX 78408
Telephone Number: 361-28	9-6947 Fax Number:
Contact Person Email Address:	emanzano@dxgroup.com
Federal Tax ID Number:	
Bidders Principal/Corporate Plac	e of Business Address: 300 Jackson Hill Street, Houston, TX 77007
Indicated Status of Business:	
Corporation XX Partners	hip Sole Proprietorship Other:
	business name: DPC Industries, Inc. date of Incorporation 2/15/1989
If applicable, list all other names und	der which the Business identified above operated in the last five years.
Will bidder/proposer provide a copy	of its financial statements for the last two years, if requested by the City of Laredo? Yes / No.

Has the business, or any officer or partner thereof, failed to complete a contract? Yes / No.					
Is any litigation pending against the Business? Yes / No					
Is offeror currently for sale or involved in any transaction to expand or to become acquired by another business entity? Yes No. 11 yes, offer need to explain the expected impact both in organizational and directional terms.					
Has the Business ever been declared "not responsive" for the purpose of any governmental agency contract award? Yes					
Has the Business been debatred, suspended, proposed for debarment, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or otherwise disqualified from bidding, proposing, or contracting? Yes / No					
Are there any proceedings, pending relating to the Business responsibility, debannent, suspension, voluntary exclusion, or qualification to receive a public contract? Yes / No.					
His the government or other public entity requested or required enforcement of any of its rights under a surety agreement on the basis of default or in lieu of declaring the Business in default? Yes / No					
Is the Business in arrears in any contract or debt? Yes / No					
Has the Business been a defaulter, as a principal, surety, or otherwise? Yes /No					
Have liquidated damages or penalty provisions been assessed against the Business for failure to complete work on time or for any other reason? Yes / No					
State if company is a certified minority business enterprise;					
Historically Underutilized Business (HUB): Yes No Disadvantaged Business Enterprise (DBE): Yes No					
Small Disadvantaged Business Enterprise (SDBC) Yes No Other: Please specify					
This company is not a certified minority business:					
The above minority information is requested for statistical and tracking purposes only and will not influence the amount of expenditure the City will make with any given company					
B. we arrishasts					

imes have read this form a	ND ATTEST THAT THERE IS NO	CONFLICT OF INTEREST THUS NO	WOLATION OF OPENION MA AND
Rept C. Clansadde, CEO	EXISTS. Butt C. Clyps At	<u> </u>	THOURION OF SECTION 176,008,
Name	Signature	10-04-2022 Date	
		DAILE	•
CONFLICT OF IN	TEREST QUESTIONN	AIRE	EODM OIO
For vendor or other pe	rson doing business wit	th local governmental entity	FORM CIQ
This questionnaire reflec Regular Session.	ts changes made to the i	aw by H.B. 1491, 80th Leg.,	OFFICE USE ONLY
Lode by a person who has a	business relationship as defir	Chapter 176, Local Government ned by Section 176.001(1-a) with a nents under Section 178.006(a).	
By law this questionnaire mus entity not later than the 7th b that require the statement to	Usiness day after the date the	inistrator of the local governmental a person becomes aware of facts l6, Local Government Code.	
Bovernment Gode. An offen	se under this section is a Ci:		
Name of person who ha DPC I	s a busíness relationship v ndustries, Inc.	with local governmental entity.	
Check this box if yo	u are filing an update to a pre	viously filed arrestanceire	
(The law requires that yo	ou file an updated completed		ite filing authority not later than the
Name of local governme	officer with whom files has	employment or business relations	
4	None	embloyment or business leistious	unip.
	Name of Office	31	
This section (item 3 incl an employment or other this Form CIQ as necess	nnameas reismonshib sa de	must be completed for each offi fined by Section 176.001(1-a), L	icer with whom the filer has ocal Government pages to
A. Is the local government of income, from the filer of the	Ticer named in this section receiving questionnaire?	ng or likely to receive taxable income, in	ncome, other then investment
B. Is the filer of the question of the local governmental entity?	nnaire receiving or likely to rec rument officer named in this]Yes	elve taxable income, other than invese section AND the taxable Income is \times\time	estment income, from or at the s not received from the local
C. Is the filer of this question government officer serves	onnaire employed by a corporat an officer or director, or holds ar	ion or other business entity with respondership of 10 percent or more?	pect to which the local Yes X No
D. Describe each employ Brett G. Clapseddle, CFC DPC Industries. Inc.	ment or business relationship	with the local government officer na	
	on doing business with the governm		10-04-2022 Date

26.0	Non-Collusive Affidavit
------	-------------------------

AFFIDAVIT

Project:

Form of Non-Collusive Affidavit

AFFIDAVIT

STATE OF TEXAS
COUNTY OF HARRIS

- {} -{}

Brett C. Clapsaddle

Being first duly sworn, deposes and says:

That he/she is Chief Financial Officer, DPC Industries, Inc.

(a Partner of officer of the firm of, etc.)

The party making the foregoing proposal or bid, that such proposal or bid is genuine and not collusive or shame; that said Bidder has not colluded, conspired, connived or agreed directly or indirectly, with any Bidder or Person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price or affiant or of any other Bidder or to fix any overhead, profit or cost element of said bid price, or of that of any other Bidder, or to secure any advantage against the City of Laredo or any person interested in the proposed Contract; and that all statements in said proposal or bid are true.

Butt C. Clypselle

Signature of:

Bidder, if the Bidder is an individual Partner, if the Bidder is a Partnership Officer, if the Bidder is a Corporation

Subscribed and sworn before me this 4th

day of October 20 22

Notary Public

My commission expires:

February 6, 2023

BEVERLEY S. BATES
SE Notary Public, State of Texas
SE Comm. Expires 02-08-2023
Motary ID 12446160-0

Discretionary Contracts Disclosure



City of Laredo Discretionary Contracts Disclosure

Please fill out this form online, print completed form and submit with proposal to originating department. All questions must be answered.

	New Submission orCo	e Section 4.01 if the Cit prrection orUpdate	y's Ethics Code. to previous submission.
1. Name of person subm	iiting this disclosure form.		
Edward		Manzano	
First	LM.	Last	Suffix
2: Coutiest listerminio	的"我们的"的		
a) Contract or Project name	e(s): Water-Wastewate	r Treatment Chemica	ils
	LIKIPAK D		
b) Originating Department	(s): Utilities Department		
R. M. Linds of the Living 1(c)	ore publy(ks) sections a cond	ract with the structure.	
DPC Industries, Inc.	on epitheles) sections a cont Bult C. Clyps S.M.	ractivithicke oregins.	unies to the confession
DPC Industries, Inc. Brett C. Clapsaddle, CFO Name (Print)	Butt C. Class Life Signature	ract with the crey (i.e.): Name (Print)	Signature
DPC Industries, Inc. Brett C. Clapsaddle, CFO Name (Print) Ed Manzano, Jr. Territory Manager	Bult C. Clysselll Signature Ed Mangara	Name (Print)	Signature
DPC Industries, Inc. Brett C. Clapsaddle, CFO Name (Print) Ed Manzano, Jr. Territory Manager	Butt C. Class Life Signature		
DPC Industries, Inc. Brett C. Clapsaddle, CFO Name (Print) Ed Manzano, Jr.	Bult C. Clysselll Signature Ed Mangara	Name (Print)	Signature

As Last sury business entity (res) that is a partner, parenet substitut v business entity (res) of the individual or rentity distern () pestion 3.

	TOWALDUTA DIVIS
⊠ Not	applicable. Contracting party(ies) does not have partner, parent, or subsidiary business entities.
☐ Nar	me of partner, parent, or subsidiary business entity(ies):
WE Y	Secretary and the secretary of the secre
	st any individuals on entities that will be subcontractors on this contract: applicable. No subcontractors will be retained for this contract.
137,00	approache. The successful of terained for this contract.
□ Sub	contractors may be retained, but have not been selected at the time of this submission.
O 7:-4	t of subcontractors:
LIST	. OI SUOCORITACTORS:
L	
	arent after the last kind years the sense than its liber in a construction of the confidence of the co
₩ Not	applicable. No attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract.
	•
∐ List	of attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract:
*7. Dis	sclosure of political contributions.
List an	sy campaign or officeholder contributions made by the following individuals in the part 24 months to be
more u	nan \$100 to any current member of City Council, former member of City Council, any candidate for City.
Country	il, or to any political action committee that contributes to City Council elections.
	Any individual seeking contract with the city (Question 3)
b)	
"	Any individual or owner or officer of any entity listed above as partner, parent, or subsidiary business (Question 4)
d)	Any subcontractor or owner/office of subcontracting entity retained for the contract (Question 5)
6)	The spouse of any individual listed in response to (a) through (d) above
f)	Any attorney, lobbyist, or consultant retained to assist in seeking contract (Question 6)
⊠ Not	applicable. No campaign or officeholder contributions have been made in the preceding 24 months by these
individ	huals.

☐ List of contributors:
Updates on Contributions Required
Information regarding contributions must be updated by submission of a revised form from the date of the submission of this form, up through the time City Council takes extend on the contribution.
of this form, up through the time City Council takes action on the contract identified in response to Question 2 and continuing for 30 calendar days after the contract has been awarded.
*8. Disclosure of conflict of interest
Are you aware of any fact(s) with regard to this contract that would raise a "conflict of interest" issue under Section
2.01 of the Ethics Code for any City Council member or board/commission member that has not or will not be raised by these city officials?
I am not aware of any conflict(s) of interest issues under Section 2.01 of the Ethics Code for members of City Council or a city board/commission.
Comon of a city obtain commission.
I am aware of the following conflict(s) of interest:
The same of the second of the
*Acknowledgements
Updates Required
I understand that this form must be undated by submission of a revised form if there is any the said and the
1 OFFICE THE DISCIPLICATION OF THE BUTCH OF SHOULD OF ACTION BY THE LITY CONTROL and the few than English to the
after any changes has occurred, whichever comes first. This include information about political contributions and the
after the initial submission and up until thirty (30) calendar days after the contract has been awarded.
No Contract with City Officials or Staff during Contract Evaluation
I understand that a person or entity who seeks or applies for a city contract or any other person acting on behalf of that
person or entity is prohibited from contracting city officials and employees regarding the contract after a Request for

the Ethics Code by respondents or their agents may lead to disqualification of their offer from consideration.

*Conflict of Interest Questionnaire (CIQ)

Chapter 176 of the Local Government Code requires contractor and vendors to submit a Conflict of Interest Form (CIQ) to the Office of the City Secretary.

This no-contract provision shall conclude when the contract is posted as a City of Laredo Council agends item. If contact is required with city officials or employees, the contact will take place in accordance with procedures incorporated into the solicitation documents. Violation of this prohibited contacts provision set out in Section 2.09 of

Proposal (RFP), Request for Qualifications (RFQ), or other solicitation has been released.

☑ I acknowledge that I have been advised of the requirement to file a CIQ form under Chapter 176 of the Local Government Code.

*Oath

☑ I swear or affirm that the statements contained in this Discretionary Contracts Disclosure Form, including any attachments, to the best of my knowledge and belief are true, correct, and complete.

Butt C. Clysoll

Brett C. Clapsaddle, CFO, DPC industries, inc.

Name (Print)

Signature

Title

DPC Industries, Inc.

10-04-2022

Company or DBA

Date

Please fill this form out online, print and submit completed form with proposal to origination department. All questions must be answered. If necessary to mail, send to:

City of Laredo P.O. Box 579 Laredo, TX 78042-0579

	CERTIFICATE OF INTERESTED PART	TIES				
				FOR	и 1295	
					1 of 1	
	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 CERTIFICATION		
1	Name of business entity filing form, and the city, state and country of the business entity's place of business. DPC Industries, Inc.			Certificate Number: 2022-940537		
	Houston, TX United States			Date Filed:		
2	Name of governmental entity or state agency that is a party to the contract for which the form is being filed.			10/04/2022		
	City of Laredo, Texas			Date Acknowledged:		
3	Provide the identification number used by the governmental enti- description of the services, goods, or other property to be provide	ty or state agency to tr led under the contract.	ack or identify ti	he contract, and prov	ride a	
	Bid # FY23-001 Water & Wastewater Treatment Chemicals - Utilities Departm	ent				
4	Name of interested Party	City, State, Country (place of busines	Nature of (check ap		
Fil	er, Kurt R.	Houston, TX United	d States	X	ntemedialy	
Hi	xon, William L.	Houston, TX United	d States	×		
CI	apsaddle, Brett C.	Houston, TX United	d States	х		
Ka	ırm, R. C.	Houston, TX United	d States	х		
М	orian, S. C.	Houston, TX United	d States	х	•	
M	orian, S. Reed	Houston, TX United	d States	×		
						
5	Check only if there is NO Interested Party.					
	UNSWORN DECLARATION					
			and my date of bi	th is	······································	
	My address is DPC Industries, Inc.	Houston (**)	. <u>TX</u>	77007	USA	
	,	(сйу)	(stat	e) (zip code)	(country)	
	I declare under penalty of perjury that the foregoing is true and correct					
	Executed in HarrisCounty	, State of Texas	, on the 4	th day of October (month)	, _{20_} 22 (year)	
		Butta. C	Perpo Sell	~ ~		
	And the state of t	Signature of authorize	ed agent of contra (Declarant)	acting business entity		

	FUNCHASING DIVISION
☐ List of co	ntributors:
	•
Updates on	Contributions Required
or mis tonic,	regarding contributions must be updated by submission of a revised form from the date of the submission up through the time City Council takes action on the contract identified in response to Question 2 and or 30 calendar days after the contract has been awarded.
*8. Disclosu	re of conflict of interest
Are you awa	re of any fact(s) with regard to this contract that would raise a "conflict of interest" issue under Section thics Code for any City Council member or board/commission member that has not or will not be reject.
X I am not a Council or a	ware of any conflict(s) of interest issues under Section 2.01 of the Ethics Code for members of City city board/commission.
☐ I am awa	re of the following conflict(s) of interest:
	*Acknowledgements
after any cha	Required that this form must be updated by submission of a revised form if there is any change in the information scretionary contract is the subject of action by the City Council, and no later than five (5) business days nges has occurred, whichever comes first. This include information about political contributions made al submission and up until thirty (30) calendar days after the contract has been awarded.
I understand person or ent	that a person or entity who seeks or applies for a city contract or any other person acting on behalf of that ity is prohibited from contracting city officials and employees regarding the contract after a Request for P), Request for Qualifications (RFQ), or other solicitation has been released.
incorporated	act provision shall conclude when the contract is posted as a City of Laredo Council agenda item. If uired with city officials or employees, the contact will take place in accordance with procedures into the solicitation documents. Violation of this prohibited contacts provision set out in Section 2.09 of de by respondents or their agents may lead to disqualification of their offer from consideration.
*Conflict of	Interest Operations in (CIO)

*Conflict of Interest Questionnaire (CIQ)

Chapter 176 of the Local Government Code requires contractor and vendors to submit a Conflict of Interest Form (CIQ) to the Office of the City Secretary.

1

X I swear or affirm that the statement	*Oath ents contained in this Discretionary Con	tracts Disclosure Form, including any
attachments, to the best of my know	vledge and belief are true, correct, and c	omplete.
W. Thomas Crain, Jr.	_ W. Thomas. Creat. J.	President
Name (Print)	Signature	Title
Brenntag Southwest, Inc.		October 5, 2022
Company or DBA	· · · · · · · · · · · · · · · · · · ·	Date

Please fill this form out online, print and submit completed form with proposal to origination department. All questions must be answered. If necessary to mail, send to:

City of Laredo P.O. Box 579 Laredo, TX 78042-0579

28.0 Certificate of Interested Parties (Form 1295)

1

In an effort to comply with state law the certificate of interested parties must be filled out once a vendor has been granted a contract. All of this information can be found on the State of Texas website, please use this link provided, https://www.ethics.state.tx.us/tec/1295-Info.htm.

Implementation of House Bill 1295

28.1 Certificate of Interested Parties (Form 1295):

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

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

28.2 Filing Process:

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

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site starting on January 1, 2016.

Additional Information:

HB 1295

Certificate of Interested Parties (Form 1295)

New Chapter 46, Ethics Commission Rules:

46.1. Application

46.3. Definitions

46.5. Disclosure of Interested Parties Form

CERTIFICATE OF INTE	RESTED PARTIES			FORM 1295			
Complete Nos. 1 - 4 and 6 if the Complete Nos. 1, 2, 3, 5, and 6	OFFICE USE ONLY						
Name of business entity filing form, a entity's place of business.	nd the city, state and country of the busi	ness					
 Name of governmental entity or state which the form is being filed. 	agency that is a party to the contract fo	r					
3 Provide the identification number use and provide a description of the good	ed by the governmental entity or state ag s or services to be provided under the c	ency to ontract.	track or ide	ntify the contract,			
4 Name of Interested Party	City, State, Country		Nature of Interest (check applicable)				
, , ,	(place of business)		trolling	Intermediary			
			······································				
5 Check only if there is NO interested Pa	orty.						
6 AFFIDAVIT I swear, or aftirm, under penalty of perjury, that the above disclosure is true and correct.							
AFFIX NOTARY STAMP / SEAL ABOVE	Signature of authorized ag	gent of con	ntracting busin	ess entity			
Sworn to and subscribed before me, by the sale of, to certify	dwhich, wilness my hand and seal of office.		, this the_	day			
Signature of officer administering cath	Printed name of officer administering cath		Title of office	r administering oath			
ADD ADDITIONAL PAGES AS NECESSARY							

Form provided by Texas Ethics Commission

www.ethics.state.tx.us

Adapted 10/5/2015

*******Form does not need to be notarized******

29.0 Vendors Instructions:

Hand delivered bids will be received at the City Secretary Office, 1110 Houston St., 3rd, floor, Laredo, Texas 78040 until 5:00 P.M on October 5, 2022; and all bids received will be opened and read publicly at 10:00 AM at the Office of the City Secretary on October 6, 2022.

Hand delivered Bids are to be submitted in a sealed envelope clearly marked:

Bid: Water & Wastewater Treatment Chemicals – Utilities Department FY23-001

Bids can be downloaded and submitted through Cit-E-Bid: https://cityoflaredo.ionwave.net/Login.aspx

or

Hand Delivered:

City of Laredo - City Secretary C/O Jose A. Valdez Jr. City Hall - Third Floor 1110 Houston Street Laredo, Texas 78040