

FY25-016 Administrative Vehicle Addendum 1
Cabot Coach Builders, Inc.
Supplier Response

Event Information

Number: FY25-016 Administrative Vehicle Addendum 1
Title: FY25-016 Administrative Vehicle
Type: Invitation For Bid
Issue Date: 10/24/2024
Deadline: 11/12/2024 05:00 PM (CT)
Notes: *****If the bidder submits both an electronic bid and a properly completed manual bid, the Purchasing Division will use the electronic bid to determine the total bid amount of the bid. If the bidder submits an electronic bid and a manual bid that is not complete, the Purchasing Division will use the electronic bid to determine the total bid amount of the bid.*****

Proposals forms can be downloaded and printed through Cit-E-Bid.
*****Mailed Proposals (i.e. USPS, FedEx, UPS), telegraphic, or facsimile proposals will not be considered.*****

Contact Information

Contact: Ron Miller
Address: Fleet Department
1102 Bob Bullock Loop
Laredo, TX 78043
Phone: (956) 727-6450 x1455
Email: rmiller@ci.laredo.tx.us

Cabot Coach Builders, Inc. Information

Contact: STEPHEN EDELMANN
Address: 99 NEWARK ST
HAVERHILL, MA 01832
Phone: (978) 374-4530 x16
Email: sedelmann@cabotcoach.com

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

Cabot B Smith

CSMITH@CABOTCOACH.COM

Signature

Email

Submitted at 11/7/2024 01:38:42 PM (CT)

Response Attachments

CONFLICT OF INTEREST.pdf

CONFLICT OF INTEREST QUESTIONNAIRE

FORM 1295.pdf

FORM 1295

NON COLLUSIVE AFFIDAVIT.pdf

NON COLLUSIVE AFFIDAVIT

SUPPLIER INFORMATION SIGNED.pdf

SIGNED SUPPLIER INFORMATION FORM

QUOTE-SALES ORDER 1 #33555.pdf

QUOTE-SALES ORDER 1 #33555

QUOTE-SALES ORDER 2 #33585.pdf

QUOTE-SALES ORDER #2 #33585

Bid Attributes

1 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 request 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. If vendor submits both manual and electronic bids, the electronic bid will replace the manual bid and shall be considered the only valid bid.
- (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. 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. **Mailed 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 Jaime E. Zapata, MPA 5512 Thomas Ave, Laredo, TX 78041 jezapata@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. Within 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 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 ENTIRE AGREEMENT

(a) All covenants, conditions and agreement contained in the solicitation, are hereby made part of the Agreement to

the same extent and with the same force as is fully set forth herein. If and to the extent of this Agreement and the terms of this solicitation and supplier response conflict Terms & Conditions of this solicitation shall control.

12.0 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 inquiries 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.

13.0 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

2 Disqualification & Debarment Certification

DISQUALIFICATION & DEBARMENT CERTIFICATION By submitting this request for bids, proposal or statement of qualifications, the firm certifies that it is not currently debarred or eligible for debarment from the City of Laredo pursuant to **Ordinance No. 2017-O-098**, and that it is not an agent of a person or entity that is currently debarred from receiving contracts from any political subdivision or agency of the State of Texas. The City will further verify debarment status through use of the federal website SAM.gov. The contract parties are further prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension."

By executing this agreement, the Engineer certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this contract to certify its eligibility to receive Federal funds and, when requested by the City, to furnish a copy of the certification. Additionally, in accordance with Chapter 2270, Texas Government Code, a governmental entity may not enter into a contract 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.

The signatory executing this contract on behalf of company verifies that the company does not boycott Israel and will not boycott Israel during the term of this contract. S.B. 252 (V. Taylor/S. Davis) is a bill relating to government contracts with terrorists. The bill provides that: (1) a governmental entity, including a city, may not enter into a governmental contract with a company that is identified on a list prepared and maintained by the comptroller and that does business with Iran, Sudan, or a foreign terrorist organization; and (2) a company that the United States government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, its federal sanctions regime relating to Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition under the bill.

I certify to the terms and conditions

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."

I have read and understand this section

4 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**5 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".

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

CABOT COACH BUILDERS INC

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

41 YEARS

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

ROYALE, ROYALE LIMOUSINE MANUFACTURERS

9 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.

10 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, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or otherwise 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?

1) NO, 2) NO, 3) NO, 4) NO, 5) NO

11 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?

1) NO, 2) NO, 3) NO

12 State if the Company is a certified minority business enterprise

This company is not a certified minority business

1 3 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 Enrique Aldape III, Interim Purchasing Agent at 956-794-1733.

1 4 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 5 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?
 Yes

1 6 Disclosure Form
For details on use of this form, see Section 4.01 of the City's Ethics Code.

1 7 This is a
 New Submission

1 8 Question 1. Name of person submitting this disclosure form
Please include First Name, Middle Initial, Last Name and Suffix (if applicable)
 CABOT B. SMITH

1 9 Question 2. Contract Information
Please include the following: a)Contract or Project Name b)Originating Department
 1) FY25-016 ADMINISTRATIVE VEHICLE ADDENDUM 1, 2) FLEET DEPARTMENT

2 0 Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract)
 CABOT COACH BUILDERS, INC.

2 1	<p>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.</p> <p>Not Applicable</p>
2 2	<p>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</p> <p>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.</p> <p>No response</p>
2 3	<p>Question 5. List any individuals or entities that will be subcontractors on this contract</p> <p>Not Applicable</p>
2 4	<p>Question 5. List any individuals or entities that will be subcontractors on this contract</p> <p>If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section.</p> <p>No response</p>
2 5	<p>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</p> <p>Not Applicable</p>
2 6	<p>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</p> <p>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.</p> <p>No response</p>
2 7	<p>Question 7. Disclosure of political contributions</p> <p>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)</p> <p>Not Applicable</p>
2 8	<p>Question 7. Disclosure of political contributions</p> <p>If you selected Not Applicable on question 7, please skip this section. If it applies to you, please list all contributors in this section.</p> <p>No response</p>
2 9	<p>Updates on contributions required</p> <p>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.</p>

**3
0 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?

I am not aware of any conflict of interest

**3
1 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

**3
2 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

**3
3 Question 10. No Contact 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 no-contact 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 disqualification of their offer from consideration.

I have read and understand this section

**3
4 Question 11. 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 the of City Secretary.

I have acknowledge that I have been advised

**3
5 Question 11. Oath**

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

1) CABOT B SMITH, 2) PRESIDENT 3) CABOT COACH BUILDERS, INC 4) NOVEMBER 7, 2024

**3
6 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.

I swear or affirm information is correct

**3
7 Ordinance 2018-O-175**

The City of Laredo has established a local vendor preference ordinance 2018-O-175. All informal and formal Requests for bids for contracts will be evaluated with a 5% preference for local vendors.

No response

3 Addendum I

8 Addendum I Requires Acknowledgement

Change on specifications from 7 to 11 seats.

Added: Delivery Charge to bid price schedule and the option for a sliding door.

Acknowledge

Bid Lines

1 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 the purchase of an administrative vehicle for the City of Laredo.

2024 Sprinter Luxury Mini Coach Maybach Executive Shuttle or Approved Equal.**SPECIFICATIONS:**

- Year 2024 Sprinter Mini Coach 3500 170E 9990
- VIN# TO BE BUILT
- Exterior: BLACK
- Interior: BLACK
- Seats: BLACK Ultra Leather
- Flooring: MANOR OAK TRANSIT (TFWSA2216)
- Headliner: BLACK SUEDE
- Trim: BLACK ACRYLIC

FLOOR PLAN:

- 9 Passenger Luxury Seating 2F+7R (070)

DESIGN FEATURES INCLUDED:

- Flooring Manor Oak Transit (TFWSA2216)
- Rear Interior Black with Black Acrylic Trim

MECHANICAL FEATURES INCLUDED:

- OEM Power Door Step
- OEM Power Sliding Door
- HVAC 60,000 btu AC/Heat with Under Vehicle Condenser
- HVAC Redundant Controls (Driver and Seat 4)

ELECTRICAL FEATURES INCLUDED:

- Lighting; Translucent Ceiling Vinyl Wrapped
- Lighting; LED Dome in Translucent Ceiling
- Power Points; Dual USB 110v on Console at Each Seat
- Power Points; USB at Drivers Side B Pillar for Customer WIFI Hotspot
- Reading Lights; One Above Each Seat Switch on Console
- All Blue Accent Lighting, All White Dome Lighting
- Switches; Accent, Dome, HVAC Controls, HDMI Input, TV Remotes all located at Seat 4

AUDIO VIDEO FEATURES:

- Driver In Dash OEM AM/FM/XM with Back Up Camera (front only)
- Premium Sound Upgrade, Speaker Upgrade, Two Additional Speakers, Amp and Sub
- 32" TV HDMI Suspended from Ceiling
- Apple TV, TV Source 1
- HDMI Connection at Seat 4, TV Source 2

SEATING FEATURES:

- Seating [11] Maybach Diamond Stitch Leather 21 inch High Back
- Seating [11] with Manual Recliners
- Seat with Swivels & Slides [2], Row 1 Seats 1,2
- Seats with Double Armrests [5]
- Seatbelt 3PT Harness [7]
- Seat Child Safety Restraint [3] CRS [second row seat 4, third row seat 5, rear row seat 8]
- Rear Row to Doors Allow for Seat Recline
- Cell Phone and Laptop USB Port Connection
- HDMI Connection

INTERIOR FEATURES:

- Side Consoles, At Each Row, 2 Deep Cup Holders, 1 Reading Light Switch, 1 Dual USB 120v.
- Deployable Desks qty 3 slots at seats 2,4,3
- Apple Remote Charger Cradle at Seat 4
- Interior Maybach Automotive Trim Package and Insulation
- Window Shades Pleated Black all Windows
- Rear Luggage Barrier in Black Vinyl Upper and Carpet Lower
- Rear Luggage Bay Removable Shelf
- Front Weather Mats; Carpet with Rubber Backing

EXTERIOR FEATURES:

- Curb Side Front Door Step
- Driver's Door Step
- Tinted Glass

SAFETY FEATURES:

- Emergency Window Street Side
- Emergency Door Curb Side
- Emergency Escape Hatch
- Back Up Alarm
- Emergency Exit Ajar Buzzer
- Fire Extinguisher, First Aid Kit 10 Unit, Triangle Reflector Kit

CUSTOM FEATURES:

- Customer to supply WIFI Hotspot

STANDARD EQUIPMENT MB 3500 170E (unless replaced or modified by optional equipment) - Chassis Standard Axle Ratio 4.72, Hold Function, Stabilization Level II, Multifunction Steering Wheel, Roof High, Hill Start Assist, USB socket, Starter Battery Disconnect, Cupholder Front, Remote Key Fob, Rearview Camera (mirror display), Automatic transmission 9G TRONIC, Aux Heater Electric Hot Air, Front Air Condition, Windshield with Filter Band, Crosswind Assist, Communication Module(LTE) Digital Services, Starting Mileage Service Interval 20,000 Miles, Speedometer miles/km, Seat belt reminder for codriver seat, Outside Temperature Gauge, 24.5 gallon fuel tank, Fuel Filter w/Water Separator, 4th Generation SCR Emission Control System, Diesel Filler Cap in red, Exhaust Straight to Rear, Engine 4 Cyl Diesel, SULEV Emissions, Alternator 14 V/250 AMP Front Mud flaps, Rear Mud flaps, Spare Tire Carrier below , Steel Spare Wheel, Air Bag Driver, Airbag, front passenger, codriver Airbag, Driver/Passenger Window, Seat Occupancy Recognition Driver's Seat, Adjustable front passenger seat Armrest for Driver Seat, Armrest for Passenger Seat, Hydraulic Jack

Quantity: 1 UOM: EA Price: \$188,000.00 Total: \$188,000.00

Manufacturer: Mercedes Benz or Approved Equal.

Item Notes: General Conditions:

1 Vehicles are to be pre-delivery serviced and inspected in accordance with State inspection requirements with inspection sticker attached. Sales through authorized franchised dealer: contractor shall comply with Texas laws governing the sale of new motor vehicles, specifically section 5.04 "Sale of New Motor Vehicles", Vernon's Texas Civil Statutes article 4413 (36). The cost of compliance shall be the responsibility of contractor.

Any entity that manufactures, distributes, converts new motor vehicles or is in the business of buying, exchanging, or selling new motor vehicles is required to be licensed by the Motor Vehicle Division of the Texas Department of Transportation (TXDOT). Vehicle delivery time cannot exceed 120 days. Should delivery time exceed 120 days, the City reserves the right to cancel the order.

2. Colors: The standard exterior color for City of Laredo vehicles is white. Interior color shall be identified at time of order from the manufacturer's standard color listing for that vehicle type. There will be sections that will require that the vendor list all the colors for that particular vehicle or trucks. Black interior is acceptable.
3. Standard Optional Equipment: Base prices may also include option equipment, which is standard on the vehicle and for which there is no additional cost. All vehicles must be equipped with full size spare tires and front floor mats.
4. Logos and decals: Do not place decals or markings of any type pertaining to advertisement other than the manufacturer's name or model designation normally installed by manufacturer on equipment delivered to municipal governments.
5. New Models: The vehicles furnished shall be new 2024 or newer models and shall be of good quality workmanship and material. The bidders represents that all units offered under this specification shall meet or exceed the minimum requirements specified on each vehicle type listed.
6. Odometer Statement: The Truth in Mileage Act requires the selling dealer to furnish a complete odometer statement to the City. This statement must be complete and shall include mileage accrued at the point of delivery. The odometer statement on the MSO will satisfy this requirement.
7. Servicing and Equipping: Awarded vendor(s) shall furnish trucks meeting or exceeding the minimum requirements of the bid specifications and any other requirements specified in the Invitation for Bid. The vehicles shall be completely assembled, serviced, adjusted, and all equipment including standard and optional equipment shall be installed and the units made ready for continuous operation.
8. Tires: Tires shall be of the type of construction specified under the applicable table or general requirements for each series. All tires shall be new and the tread type shall be the tire manufacturer's standard design and the brand normally furnished on regular production orders, unless otherwise specified in the Invitation for Bid. All tires shall be "ORIGINAL EQUIPMENT LINE" quality and have not less than a "B" heat rating. All tires and wheels shall be properly balanced prior to delivery to the City of Laredo.
9. Tax, Title, & License: All vehicle purchase prices shall exclude tax, title, and license fees.
10. Vehicle Inspection: The vendor shall have each vehicle properly inspected in compliance with Texas motor vehicle laws. Texas Inspection Sticker shall be attached prior to delivery.
11. Required Paperwork upon delivery: Form 130U, MSO, Specification Sheet of Vehicle,

and invoice.

12. Fleet Qualifications:

Chevrolet, Chrysler Corp., Mercedes Benz, Ford Motor Company, General Motors (GMC), Nissan, Toyota, Dodge, Ram.

13. If you are considering utilizing equipment not listed as approved, submit sufficient documentation with your bid package for the Fleet Department to make a determination for an approved equal product. Failure to submit all required documentation or submittals for an approved equal consideration may be cause for rejection.

2 Option I

Sliding Door

The City reserves the right to accept this option.

Quantity: 1 UOM: EA Price: \$195,500.00 Total: \$195,500.00

Manufacturer: Mercedes Benz or Approved Equal.

Supplier Notes: FOR THE VEHICLE WITH THE POWER SLIDING DOOR SEE ATTACHED QUOTE-SALES ORDER 2 #33585 2025 MODEL 200 DAYS ARO AT A TOTAL PRICE OF \$195,500.00

3 Delivery Charge

Quantity: 1 UOM: EA Price: \$1.00 Total: \$1.00

Supplier Notes: DELIVERY TO LAREDO TEXAS IS INCLUDED AT NO CHARGE ON BOTH OF THE ATTACHED QUOTES

Response Total: \$383,501.00

**CITY OF LAREDO
PURCHASING DIVISION**

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.			
<u>Cabot Coach Builders Inc 99 Newark St Haverhill MA</u>			
2 Name of governmental entity or state agency that is a party to the contract for <u>01832</u> which the form is being filed.			
<u>City of Laredo</u>			
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 goods or services to be provided under the contract.			
042907444			
4			
Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary
<u>Cabot Smith</u>	<u>Haverhill MA</u>	<input checked="" type="checkbox"/>	
<u>Macgregor Smith</u>	<u>Haverhill MA</u>	<input checked="" type="checkbox"/>	
5 Check only if there is NO Interested Party.			<input type="checkbox"/>
6 AFFIDAVIT			I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.
Signature of authorized agent of contracting business entity			
AFFIX NOTARY STAMP / SEAL ABOVE			
Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20_____, to certify which, witness my hand and seal or office.			
Signature of officer administering oath		Printed name of officer administering oath	
		Title of officer administering oath	
ADD ADDITIONAL PAGES AS NECESSARY			

Form provided by Texas Ethics Commission

www.ethics.state.tx.us

Adopted 10/5/2015

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

Event Number	FY25-016
Event Title	FY25-016 Administrative Vehicle Addendum
Event Description	**** If the bidder submits both an electronic bid and a paper bid, the electronic bid will be the official bid.
Event Type	IFB
Issue Date	10/24/2024 10:21:03 AM (CT)
Close Date	11/12/2024 05:00:00 PM (CT)

Event Number	FY25-016
Event Title	FY25-016 Administrative Vehicle Addendum
Event Description	**** If the bidder submits both an electronic bid and a paper bid, the electronic bid will be the official bid.
Event Type	IFB
Issue Date	10/24/2024 10:21:03 AM (CT)
Close Date	11/12/2024 05:00:00 PM (CT)

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Chenault Coach Lines, Inc.	HAVERHILL	MA	11/7/2024 01:38:42 PM (CDT)	3	\$39,251.00

Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.



Cabot
Coach Builders, Inc.
99 Newark St., Haverhill, MA 01832
ph 978.374.4530 / fx 978.521.5425

② Sales Order 033585-00

Customer 006602

To :

CITY OF LAREDO
111 HOUSTON STREET, 3RD FLR
LAREDO TX 78043
United States

Ship to :

CITY OF LAREDO
111 HOUSTON STREET, 3RD FLR
LAREDO TX 78043
United States

BID: Administrative
Vehicle City of
Laredo FY25-016

Phone (956) 794-1737

Fax () -

Customer PO Number		Order Date	Terms	FOB	Ship Via		Salesperson
Item	Facility / Part / Rev / Description / Details				BEST WAY		SE
001	<p>Default</p> <p>SLUX071 Rev 000 U/M EA</p> <p>2025 MXCAEH B/B MC11 MO BA MAYBACH</p> <p>2025 SPRINTER MINI COACH 3500 170E 11030</p> <p>VIN# TO BE BUILT</p> <ul style="list-style-type: none"> -Exterior: BLACK -Interior: BLACK -Seats: BLACK Ultra Leather -Flooring: MANOR OAK TRANSIT (TFWSA2216) -Headliner: BLACK SUEDE -Trim: BLACK ACRYLIC <p>FLOOR PLAN</p> <ul style="list-style-type: none"> - 11 Passenger Luxury Seating 2F+9R (071) <p>DESIGN FEATURES INCLUDED</p> <ul style="list-style-type: none"> - Flooring Manor Oak Transit (TFWSA2216) - Rear Interior Black with Black Acrylic Trim <p>MECHANICAL FEATURES INCLUDED</p> <ul style="list-style-type: none"> - OEM Power Door Step - OEM Power Sliding Door - HVAC 65,000 btu AC/Heat with Under Vehicle Condenser - HVAC Controls at Seat 4 <p>ELECTRICAL FEATURES INCLUDED</p> <ul style="list-style-type: none"> - Driver Master Control Rear ON/OFF Switch - Lighting; Translucent Ceiling Vinyl Wrapped - Lighting; LED Dome in Translucent Ceiling - Power Points; Dual USB 110v on Console at Each Seat - Reading Lights; One Above Each Seat Switch on Console - All Blue Accent Lighting, All White Dome Lighting - Switches; Accent, Dome, HVAC Controls, HDMI Input, TV Remotes all located at Seat 4 <p>AUDIO VIDEO FEATURES</p> <ul style="list-style-type: none"> - Driver In Dash OEM AM/FM - Driver Radio for Premium Rear Sound, Amplifier and Four Upgraded Speaker - 32" SMART TV HDMI Suspended from Ceiling - Bose TV Sound Bar with Bluetooth (HDMI ARC 1) - APPLE TV (HDMI 2) - HDMI Connection at Seat 4, (HDMI 2 Switch) <p>SEATING FEATURES</p> <ul style="list-style-type: none"> - Seating [9] Maybach Diamond Stitch Leather 21 inch High Back - Seating [9] with Manual Recliners - Seat with Swivel and Sliders [2], Row 1 Seats 1 & 2 - Seats with Double Armrests [9] - Seatbelt 3PT Harness [9] - Seat Child Safety Restraint [3] CRS [second row seat 4, third row seat 5,6] - Rear Row to Doors Allow for Seat Recline 			1.00	195,500.00000		195,500.00

CUSTOMER

Page 1

Authorized Signature



Coach Builders, Inc.
99 Newark St., Haverhill, MA 01832
ph 978.374.4530 / fx 978.521.5425

Sales Order 033585-00

Customer 006602

To :

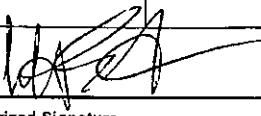
CITY OF LAREDO
111 HOUSTON STREET, 3RD FLR
LAREDO TX 78043
United States

Ship to :

CITY OF LAREDO
111 HOUSTON STREET, 3RD FLR
LAREDO TX 78043
United States

Phone (956) 794-1737

Fax () -

Customer PO Number		Order Date	Terms	FOB	Ship Via		Salesperson
2025 SLUX071		11/16/2024	NET 30	HAVERHILL MA.	BEST WAY		SE
Item	Facility / Part / Rev / Description / Details			Quantity	Unit Price	Extended Price	
	<ul style="list-style-type: none"> - Front Seat ReCover in Matching Material [2] <p>INTERIOR FEATURES</p> <ul style="list-style-type: none"> - Side Consoles, At Each Row, 2 Deep Cup Holders, 1 Reading Light Switch, 1 Dual USB 120v. - Interior Maybach Automotive Trim Package and Insulation - Window Shades Pleated Black all Windows - Rear Doors Trim Out and Pleated Window Shades Black - Front Weather Mats; Carpet with Rubber Backing <p>EXTERIOR FEATURES</p> <ul style="list-style-type: none"> - Curb Side Front Door Step - Driver's Door Step - Tinted Glass <p>SAFETY FEATURES</p> <ul style="list-style-type: none"> - Emergency Window Street Side - Emergency Door Curb Side - Emergency Escape Hatch - Back Up Alarm - Emergency Exit Ajar Buzzer - Fire Extinguisher, First Aid Kit 10 Unit, Triangle Reflector Kit <p>CUSTOM FEATURES</p> <ul style="list-style-type: none"> - Customer to supply WIFI Hotspot <p>STANDARD EQUIPMENT MB 3500 170E (unless replaced or modified by optional equipment) - Chassis Standard Axle Ratio 4.72, Hold Function, Stabilization Level II, Multifunction Steering Wheel, Roof High, Hill Start Assist, USB socket, Starter Battery Disconnect, Cupholder Front, Remote Key Fob, Rearview Camera (mirror display), Automatic transmission 9G TRONIC, Aux Heater Electric Hot Air, Front Air Condition, Windshield with Filter Band, Crosswind Assist, Communication Module(LTE) Digital Services, Starting Mileage Service Interval 20,000 Miles, Speedometer miles/km, Seat belt reminder for codriver seat, Outside Temperature Gauge, 24.5 gallon fuel tank, Fuel Filter w/Water Separator, 4th Generation SCR Emission Control System, Diesel Filler Cap in red, Exhaust Straight to Rear, Engine 4 Cyl Diesel, SULEV Emissions, Alternator 14 V/250 AMP Front Mud flaps, Rear Mud flaps, Spare Tire Carrier below, Steel Spare Wheel, Air Bag Driver, Airbag, front passenger, codriver Airbag, Driver/Passenger Window, Seat Occupancy Recognition Driver's Seat, Adjustable front passenger seat Armrest for Driver Seat, Armrest for Passenger Seat, Hydraulic Jack</p> <p>Delivery: 200 DAYS ARO</p>						
002	Default	DELIVER CHARGE	Rev 000	U/M EA	1.00	0.00000	0.00
DELIVERY TO LAREDO TX INCLUDED							

CUSTOMER

Page 2

Authorized Signature



Coach Builders, Inc.
99 Newark St., Haverhill, MA 01832
ph 978.374.4530 / fx 978.521.5425

Sales Order 033585-00

Customer 006602

To :

CITY OF LAREDO
111 HOUSTON STREET, 3RD FLR
LAREDO TX 78043
United States

Ship to :

CITY OF LAREDO
111 HOUSTON STREET, 3RD FLR
LAREDO TX 78043
United States

Phone (956) 794-1737

Fax () -

Customer PO Number	Order Date	Terms	FOB	Ship Via	Salesperson
2025 SLUX071	11/16/2024	NET 30	HAVERHILL MA.	BEST WAY	SE
Item	Facility / Part / Rev / Description / Details	Quantity	Unit Price	Extended Price	
	Delivery: 200 DAYS ARO <i>DELIVERY DATES ARE ESTIMATED BASED ON RECEIPT OF DEPOSIT AND SIGNED CONTRACT ON THE ORDER DATE. PLEASE CHECK ALL ITEMS CAREFULLY FOR ORDER CONTENT AND PRICING PRIOR TO SIGNING. THIS OFFER EXPIRES 60 DAYS FROM ORDER DATE.</i>		Total Items Price Balance	\$ 195,500.00 \$ 195,500.00	

CUSTOMER

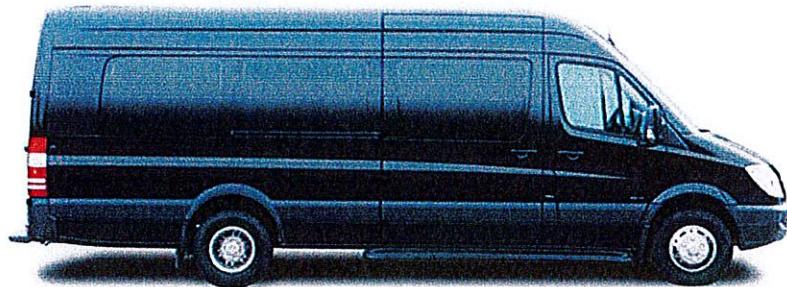
Page 3

Authorized Signature

Cabot Coach
BUILDERS

SLUX071

Images are for reference only and may not represent the quoted specifications
please refer to the Sales Order for details.



Cabot Coach
BUILDERS

SLUX071

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please refer to the Sales Order for details.



Cabot Coach
BUILDERS

SLUX071

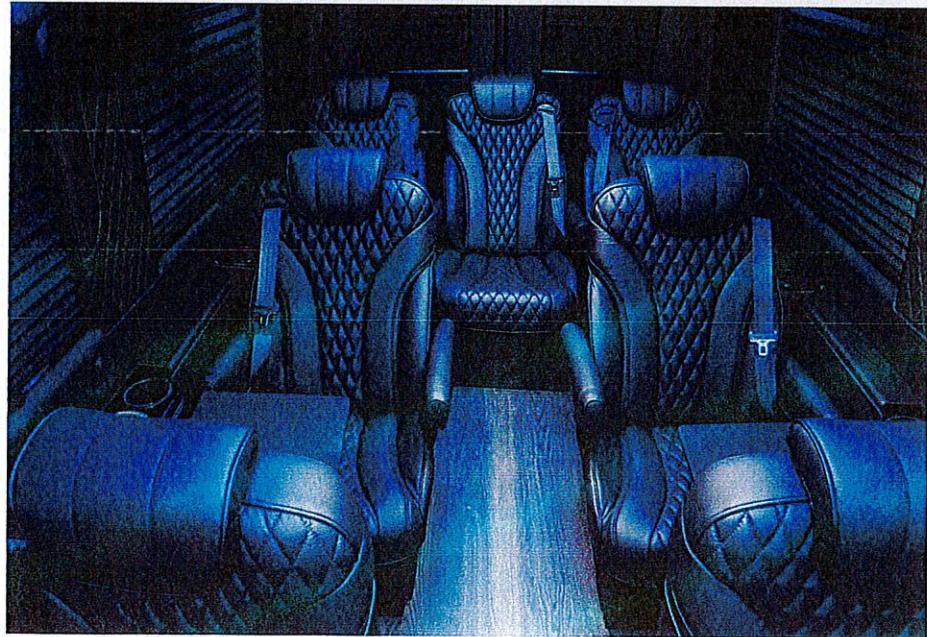
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please refer to the Sales Order for details.



Cabot Coach
BUILDERS

SLUX071

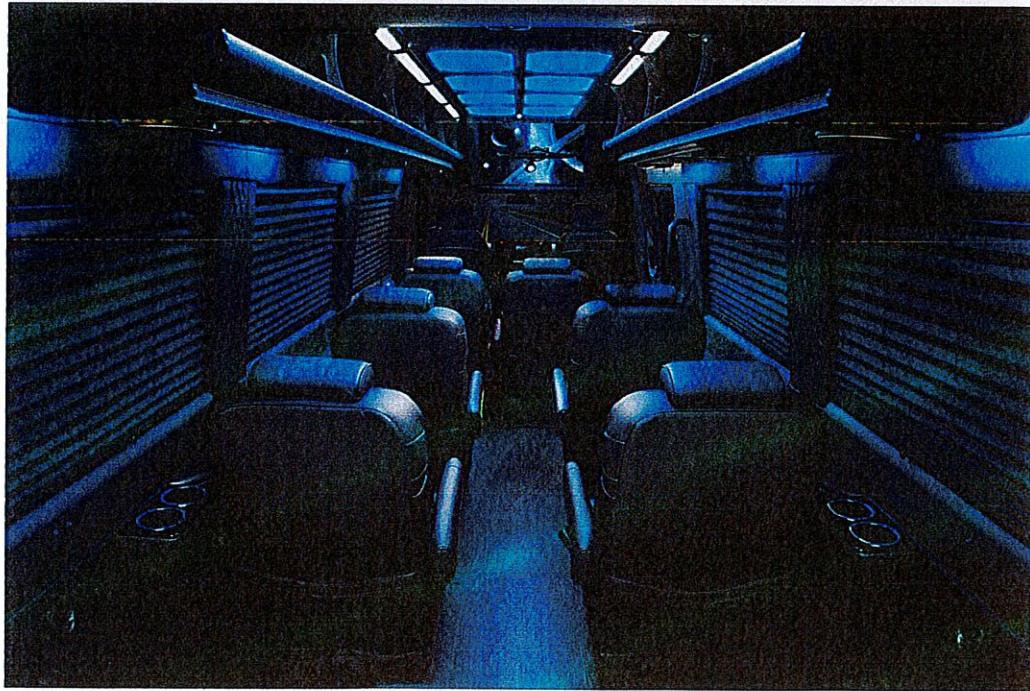
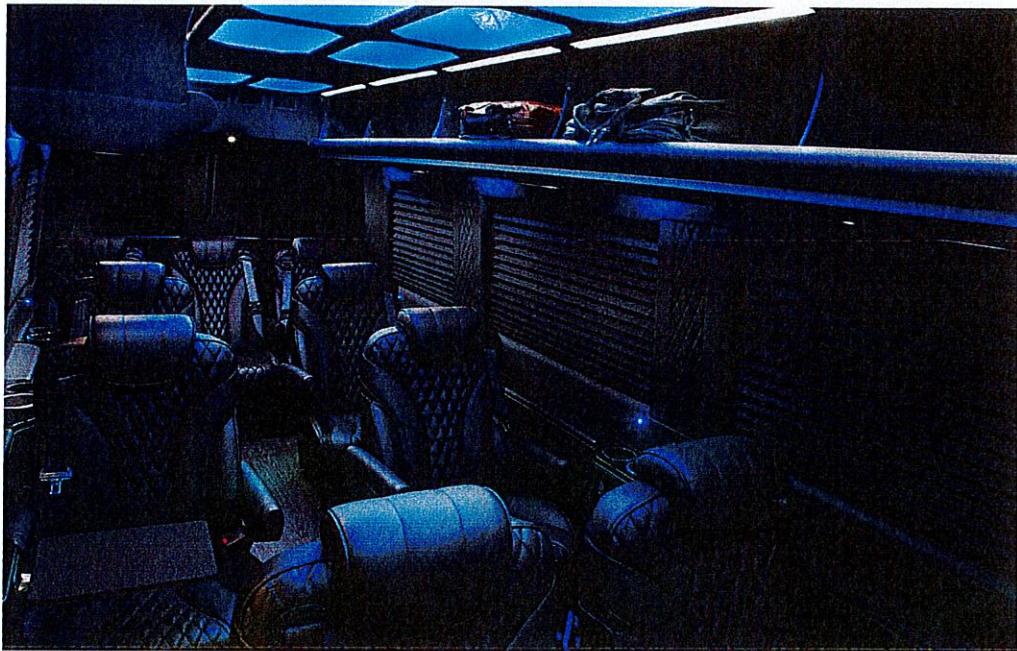
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Cabot Coach
BUILDERS

SLUX071

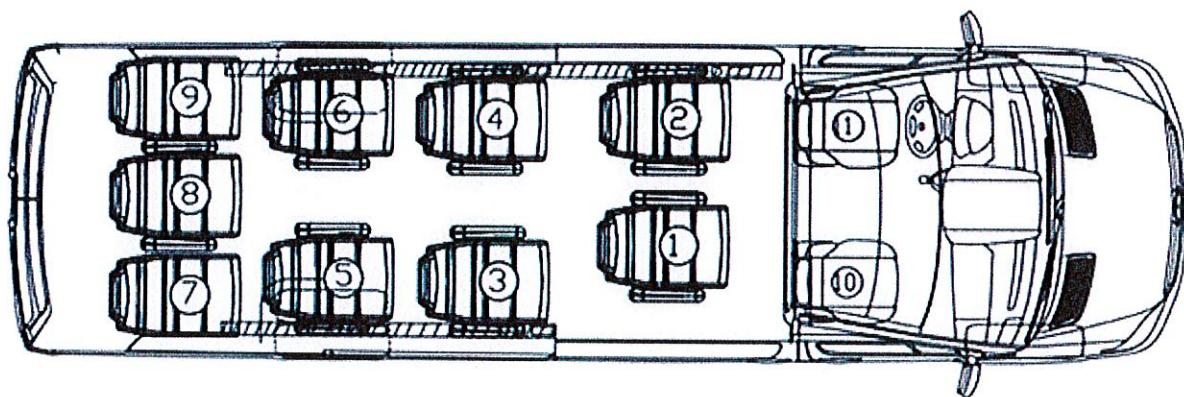
Images are for reference only and may not represent the quoted specifications
please refer to the Sales Order for details.

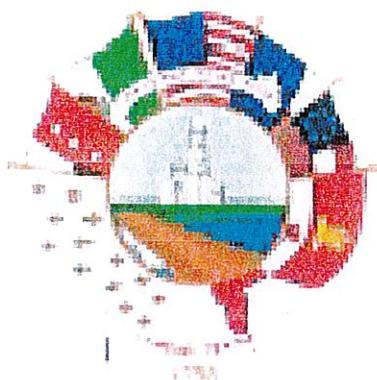


Cabot Coach
BUILDERS

SLUX071

Images are for reference only and may not represent the quoted specifications
please refer to the Sales Order for details.





FY25-016 Administrative Vehicle Addendum 1

FY25-016 Administrative Vehicle

Issue Date: 10/24/2024

Questions Deadline: 11/1/2024 02:00 PM (CT)

Response Deadline: 11/12/2024 05:00 PM (CT)

City of Laredo Purchasing

Contact Information

Contact: Ron Miller

Address: Fleet Department

1102 Bob Bullock Loop
Laredo, TX 78043

Phone: (956) 727-6450 x1455

Email: rmiller@ci.laredo.tx.us

Event Information

Number: FY25-016 Administrative Vehicle Addendum 1
Title: FY25-016 Administrative Vehicle
Type: Invitation For Bid
Issue Date: 10/24/2024
Question Deadline: 11/1/2024 02:00 PM (CT)
Response Deadline: 11/12/2024 05:00 PM (CT)
Notes: *****If the bidder submits both an electronic bid and a properly completed manual bid, the Purchasing Division will use the electronic bid to determine the total bid amount of the bid. If the bidder submits an electronic bid and a manual bid that is not complete, the Purchasing Division will use the electronic bid to determine the total bid amount of the bid.*****

Proposals forms can be downloaded and printed through Cit-E-Bid. *****Mailed Proposals (i.e. USPS, FedEx, UPS), telegraphic, or facsimile proposals will not be considered.*****

Ship To Information

Contact: Mario Maldonado Jr.

Address: City Secretary

City Hall
1110 Houston St
3rd floor
Laredo, TX 78043

Phone: (956) 791-7312

Billing Information

Contact: Jorge Jolly

Address: Accounts Payable

City Hall
2nd
PO Box 210
Laredo, TX 78042

Phone: (956) 791-7326

Email: jjolly@ci.laredo.tx.us

Bid Attachments

Non-Collusive Affidavit Form.pdf

Non-Collusive Affidavit Form

[Download](#)

COQ FORM AND INSTRUCTIONS.pdf

Conflict of Interest Form

[Download](#)

_Form_1295.pdf

1295 Form

[Download](#)

FY25-016 Administrative Vehicle - Fleet Dept Notice.pdf

FY25-016 Administrative Vehicle Notice

[Download](#)

Bid Attributes

1 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 request 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. If vendor submits both manual and electronic bids, the electronic bid will replace the manual bid and shall be considered the only valid bid.

(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. **Mailed 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 Jaime E. Zapata, MPA 5512 Thomas Ave,

Laredo, TX 78041 jezapata@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. Within 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 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 authorized purchase order number shall reference item/services description, item number, quantity and price. Invoices shall reference the assigned 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 ENTIRE AGREEMENT

(a) All covenants, conditions and agreement contained in the solicitation, are hereby made part of the Agreement to the same extent and with the force as is fully set forth herein. If and to the extent of this Agreement and the terms of this solicitation and supplier response conflict Terms & Conditions of this solicitation shall control.

12.0 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.

13.0 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

(Required: Check if applicable)

2 Disqualification & Debarment Certification

DISQUALIFICATION & DEBARMENT CERTIFICATION By submitting this request for bids, proposal or statement of qualifications, the firm certifies that it is not currently debarred or eligible for debarment from the City of Laredo pursuant to **Ordinance No. 2017-O-098**, and that it is not an agent of a person or entity that is currently debarred from receiving contracts from any political subdivision or agency of the State of Texas. The City will further verify debarment status through use of the federal website SAM.gov. The contract parties are further prohibited from making any award at any tier to any party that is debarred or suspended or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549, "Debarment and Suspension."

By executing this agreement, the Engineer certifies that it is not currently debarred, suspended, or otherwise excluded from or ineligible for participation in Federal Assistance Programs under Executive Order 12549. The parties to this contract shall require any party to a subcontract or purchase order awarded under this contract to certify its eligibility to receive Federal funds and, when requested by the City, to furnish a copy of the certification. Additionally, in accordance with Chapter 2270, Texas Government Code, a governmental entity may not enter into a contract 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.

The signatory executing this contract on behalf of company verifies that the company does not boycott Israel and will not boycott Israel during the term of this contract. S.B. 252 (V. Taylor/S. Davis) is a bill relating to government contracts with terrorists. The bill provides that: (1) a governmental entity, including a city, may not enter into a governmental contract with a company that is identified on a list prepared and maintained by the comptroller and that does business with Iran, Sudan, or a foreign terrorist organization; and (2) a company that the United States government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, its federal sanctions regime relating to Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition under the bill.

I certify to the terms and conditions

(Required: Check if applicable)

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."

I have read and understand this section
(Required: Check if applicable)

4 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

(Required: Check if applicable)

5 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".

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

Cabot Coach Builders Inc

(Required: Maximum 1000 characters allowed)

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

41 Years

(Required: Maximum 1000 characters allowed)

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

Royale

Royale Limousine Manufacturers

(Required: Maximum 4000 characters allowed)

9 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.

**1
0 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, suspended, proposed for debarment, declared ineligible, voluntarily excluded, or otherwise 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?

1) No
2) No
3) No
4) No
5) No

(Required: Maximum 4000 characters allowed)

**1
1 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?

1) No
2) No
3) No

(Required: Maximum 4000 characters allowed)

**1
2 State if the Company is a certified minority business enterprise**

Historically Underutilized Business (HUB) Small Disadvantaged Business Enterprise (SCBC)
 Disadvantaged Business Enterprise (DBE) Other

This company is not a certified minority business

(Required: Check only one)

1 3	Conflict of Interest Disclosure
<p>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 Enrique Aldape III, Interim Purchasing Agent at 956-794-1733.</p>	

1 4	Conflict of Interest Questionnaire Form CIQ
<p>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.</p>	

1 5	Conflict of Interest Questionnaire
<p>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?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>(Required: Check only one)</i></p>	

1 6	Disclosure Form
<p>For details on use of this form, see Section 4.01 of the City's Ethics Code.</p>	

1 7	This is a
<p><input checked="" type="checkbox"/> New Submission <input type="checkbox"/> Correction <input type="checkbox"/> Update to previous submission</p> <p><i>(Required: Check only one)</i></p>	

1 8	Question 1. Name of person submitting this disclosure form
<p>Please include First Name, Middle Initial, Last Name and Suffix (if applicable)</p> <p><i>Cabot B. Smith</i></p> <p><i>(Required: Maximum 1000 characters allowed)</i></p>	

1 9	<p>Question 2. Contract Information</p> <p>Please include the following: a)Contract or Project Name b)Originating Department</p> <p>1) FY25-016 Administrative Vehicle Addendum 1 3) Fleet Department</p> <p>(Required: Maximum 4000 characters allowed)</p>
2 0	<p>Question 3. Name of individual(s) or entity(ies) seeking a contract with the city (i.e. parties to the contract)</p> <p>Cabot Coach Builders Inc</p> <p>(Required: Maximum 4000 characters allowed)</p>
2 1	<p>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.</p> <p><input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> It applies to my business</p> <p>(Required: Check only one)</p>
2 2	<p>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</p> <p>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.</p> <p>(Optional: Maximum 4000 characters allowed)</p>
2 3	<p>Question 5. List any individuals or entities that will be subcontractors on this contract</p> <p><input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> It applies to my business</p> <p>(Required: Check only one)</p>

2 4	<p>Question 5. List any individuals or entities that will be subcontractors on this contract</p> <p>If you selected Not Applicable on Question 5, please skip this section. If it applies to you, please list subcontractors in this section.</p> <hr/> <hr/> <hr/> <hr/> <hr/> <p><i>(Optional: Maximum 4000 characters allowed)</i></p>
2 5	<p>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</p> <p><input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> It applies to my business</p> <p><i>(Required: Check only one)</i></p>
2 6	<p>Question 6. List any attorneys, lobbyists, or consultants that have been retained to assist in seeking this contract</p> <p>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.</p> <hr/> <hr/> <hr/> <hr/> <hr/> <p><i>(Optional: Maximum 4000 characters allowed)</i></p>
2 7	<p>Question 7. Disclosure of political contributions</p> <p>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)</p> <p><input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> It applies to my business</p> <p><i>(Required: Check only one)</i></p>
2 8	<p>Question 7. Disclosure of political contributions</p> <p>If you selected Not Applicable on question 7, please skip this section. If it applies to you, please list all contributors in this section.</p> <hr/> <hr/> <hr/> <hr/> <hr/> <p><i>(Optional: Maximum 4000 characters allowed)</i></p>

2 9	<p>Updates on contributions required</p> <p>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.</p>
3 0	<p>Question 8. Disclosure of Conflict of Interest</p> <p>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?</p> <p><input type="checkbox"/> I am aware of conflict of interest <input checked="" type="checkbox"/> I am not aware of any conflict of interest</p> <p><i>(Required: Check only one)</i></p>
3 1	<p>8. Disclosure of Conflict of Interest</p> <p>If you selected I am aware of conflict of interest is question 8, please list them in this section.</p> <hr/> <hr/> <hr/> <hr/> <hr/> <p><i>(Optional: Maximum 4000 characters allowed)</i></p>
3 2	<p>Question 9. Updates Required</p> <p>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.</p> <p><input checked="" type="checkbox"/> I have read and understand this section</p> <p><i>(Required: Check if applicable)</i></p>
3 3	<p>Question 10. No Contact with City Officials or Staff during Contract Evaluation</p> <p>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 no-contact 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 disqualification of their offer from consideration.</p> <p><input checked="" type="checkbox"/> I have read and understand this section</p> <p><i>(Required: Check if applicable)</i></p>
3 4	<p>Question 11. Conflict of Interest Questionnaire (CIQ)</p> <p>Chapter 176 of the Local Government Code requires contractor and vendors to submit a Conflict of Interest Form (CIQ) to the Office the of City Secretary.</p> <p><input checked="" type="checkbox"/> I have acknowledge that I have been advised</p> <p><i>(Required: Check if applicable)</i></p>

3 5 Question 11. Oath

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

1) Cabot Smith
2) President
3) Cabot Coach Builders Inc
4) Nov. 7, 2024

(Required: Maximum 4000 characters allowed)

3 6 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.

I swear or affirm information is correct

(Required: Check if applicable)

3 7 Ordinance 2018-O-175

The City of Laredo has established a local vendor preference ordinance 2018-O-175. All informal and formal Requests for bids for contracts will be evaluated with a 5% preference for local vendors.

(Optional: Maximum 1000 characters allowed)

3 8 Addendum I

Addendum I Requires Acknowledgement

Change on specifications from 7 to 11 seats.

Added: Delivery Charge to bid price schedule and the option for a sliding door.

Acknowledge

(Required: Check if applicable)

Bid Lines

1 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 the purchase of an administrative vehicle for the City of Laredo.

2024 Sprinter Luxury Mini Coach Maybach Executive Shuttle or Approved Equal.

SPECIFICATIONS:

- Year 2024 Sprinter Mini Coach 3500 170E 9990
- VIN# TO BE BUILT
- Exterior: BLACK
- Interior: BLACK
- Seats: BLACK Ultra Leather
- Flooring: MANOR OAK TRANSIT (TFWSA2216)
- Headliner: BLACK SUEDE
- Trim: BLACK ACRYLIC

FLOOR PLAN:

- 9 Passenger Luxury Seating 2F+7R (070)

DESIGN FEATURES INCLUDED:

- Flooring Manor Oak Transit (TFWSA2216)
- Rear Interior Black with Black Acrylic Trim

MECHANICAL FEATURES INCLUDED:

- OEM Power Door Step
- OEM Power Sliding Door
- HVAC 60,000 btu AC/Heat with Under Vehicle Condenser
- HVAC Redundant Controls (Driver and Seat 4)

ELECTRICAL FEATURES INCLUDED:

- Lighting; Translucent Ceiling Vinyl Wrapped
- Lighting; LED Dome in Translucent Ceiling
- Power Points; Dual USB 110v on Console at Each Seat
- Power Points; USB at Drivers Side B Pillar for Customer WIFI Hotspot
- Reading Lights; One Above Each Seat Switch on Console
- All Blue Accent Lighting, All White Dome Lighting
- Switches; Accent, Dome, HVAC Controls, HDMI Input, TV Remotes all located at Seat 4

AUDIO VIDEO FEATURES:

- Driver In Dash OEM AM/FM/XM with Back Up Camera (front only)
- Premium Sound Upgrade, Speaker Upgrade, Two Additional Speakers, Amp and Sub
- 32" TV HDMI Suspended from Ceiling
- Apple TV, TV Source 1
- HDMI Connection at Seat 4, TV Source 2

SEATING FEATURES:

- Seating [11] Maybach Diamond Stitch Leather 21 inch High Back
- Seating [11] with Manual Recliners
- Seat with Swivels & Slides [2], Row 1 Seats 1,2
- Seats with Double Armrests [5]
- Seatbelt 3PT Harness [7]
- Seat Child Safety Restraint [3] CRS [second row seat 4, third row seat 5, rear row seat 8]
- Rear Row to Doors Allow for Seat Recline
- Cell Phone and Laptop USB Port Connection
- HDMI Connection

INTERIOR FEATURES:

- Side Consoles, At Each Row, 2 Deep Cup Holders, 1 Reading Light Switch, 1 Dual USB 120v.
- Deployable Desks qty 3 slots at seats 2,4,3
- Apple Remote Charger Cradle at Seat 4
- Interior Maybach Automotive Trim Package and Insulation
- Window Shades Pleated Black all Windows
- Rear Luggage Barrier in Black Vinyl Upper and Carpet Lower
- Rear Luggage Bay Removable Shelf
- Front Weather Mats; Carpet with Rubber Backing

EXTERIOR FEATURES:

- Curb Side Front Door Step
- Driver's Door Step
- Tinted Glass

SAFETY FEATURES:

- Emergency Window Street Side
- Emergency Door Curb Side

- Emergency Escape Hatch
- Back Up Alarm
- Emergency Exit Ajar Buzzer
- Fire Extinguisher, First Aid Kit 10 Unit, Triangle Reflector Kit

CUSTOM FEATURES:

- Customer to supply WIFI Hotspot

STANDARD EQUIPMENT MB 3500 170E (unless replaced or modified by optional equipment) - Chassis Standard Axle Ratio 4.72, Hold Function, Stabilization Level II, Multifunction Steering Wheel, Roof High, Hill Start Assist, USB socket, Starter Battery Disconnect, Cupholder Front, Remote Key Fob, Rearview Camera (mirror display), Automatic transmission 9G TRONIC, Aux Heater Electric Hot Air, Front Air Condition, Windshield with Filter Band, Crosswind Assist, Communication Module(LTE) Digital Services, Starting Mileage Service Interval 20,000 Miles, Speedometer miles/km, Seat belt reminder for codriver seat, Outside Temperature Gauge, 24.5 gallon fuel tank, Fuel Filter w/Water Separator, 4th Generation SCR Emission Control System, Diesel Filler Cap in red, Exhaust Straight to Rear, Engine 4 Cyl Diesel, SULEV Emissions, Alternator 14 V/250 AMP Front Mud flaps, Rear Mud flaps, Spare Tire Carrier below , Steel Spare Wheel, Air Bag Driver, Airbag, front passenger, codriver Airbag, Driver/Passenger Window, Seat Occupancy Recognition Driver's Seat, Adjustable front passenger seat Armrest for Driver Seat, Armrest for Passenger Seat, Hydraulic Jack
(Response required)

Quantity: 1 UOM: EA Price: \$ 188,000.00 Total: \$ 188,000.00

Manufacturer: Mercedes Benz or Approved Equal.

Item Notes: General Conditions:

1 Vehicles are to be pre-delivery serviced and inspected in accordance with State inspection requirements with inspection sticker attached. Sales through authorized franchised dealer: contractor shall comply with Texas laws governing the sale of new motor vehicles, specifically section 5.04 "Sale of New Motor Vehicles", Vernon's Texas Civil Statutes article 4413 (36). The cost of compliance shall be the responsibility of contractor. Any entity that manufactures, distributes, converts new motor vehicles or is in the business of buying, exchanging, or selling new motor vehicles is required to be licensed by the Motor Vehicle Division of the Texas Department of Transportation (TXDOT). Vehicle delivery time cannot exceed 120 days. Should delivery time exceed 120 days, the City reserves the right to cancel the order.

2. Colors: The standard exterior color for City of Laredo vehicles is white. Interior color shall be identified at time of order from the manufacturer's standard color listing for that vehicle type. There will be sections that will require that the vendor list all the colors for that particular vehicle or trucks. Black interior is acceptable.

3. Standard Optional Equipment: Base prices may also include option equipment, which is standard on the vehicle and for which there is no additional cost. All vehicles must be equipped with full size spare tires and front floor mats.

4. Logos and decals: Do not place decals or markings of any type pertaining to advertisement other than the manufacturer's name or model designation normally installed by manufacturer on equipment delivered to municipal governments.

No bid

Alternate specification
(Attach separate sheet)

Additional notes
(Attach separate sheet)

5. New Models: The vehicles furnished shall be new 2024 or newer models and shall be of good quality workmanship and material. The bidders represents that all units offered under this specification shall meet or exceed the minimum requirements specified on each vehicle type listed.
6. Odometer Statement: The Truth in Mileage Act requires the selling dealer to furnish a complete odometer statement to the City. This statement must be complete and shall include mileage accrued at the point of delivery. The odometer statement on the MSO will satisfy this requirement.
7. Servicing and Equipping: Awarded vendor(s) shall furnish trucks meeting or exceeding the minimum requirements of the bid specifications and any other requirements specified in the Invitation for Bid. The vehicles shall be completely assembled, serviced, adjusted, and all equipment including standard and optional equipment shall be installed and the units made ready for continuous operation.
8. Tires: Tires shall be of the type of construction specified under the applicable table or general requirements for each series. All tires shall be new and the tread type shall be the tire manufacturer's standard design and the brand normally furnished on regular production orders, unless otherwise specified in the Invitation for Bid. All tires shall be "ORIGINAL EQUIPMENT LINE" quality and have not less than a "B" heat rating. All tires and wheels shall be properly balanced prior to delivery to the City of Laredo.
9. Tax, Title, & License: All vehicle purchase prices shall exclude tax, title, and license fees.
10. Vehicle Inspection: The vendor shall have each vehicle properly inspected in compliance with Texas motor vehicle laws. Texas Inspection Sticker shall be attached prior to delivery.
11. Required Paperwork upon delivery: Form 130U, MSO, Specification Sheet of Vehicle, and invoice.
12. Fleet Qualifications:
Chevrolet, Chrysler Corp., Mercedes Benz, Ford Motor Company, General Motors (GMC), Nissan, Toyota, Dodge, Ram.
13. If you are considering utilizing equipment not listed as approved, submit sufficient documentation with your bid package for the Fleet Department to make a determination for an approved equal product. Failure to submit all required documentation or submittals for an approved equal consideration may be cause for

rejection.

Supplier Notes: _____

2 Option I

Silding Door

The City reserves the right to accept this option.

(Response required)

Quantity: 1 UOM: EA Price: \$ 195,500.00 Total: \$ 195,500.00

Manufacturer: Mercedes Benz or Approved Equal.

Supplier Notes: Power sliding door see Sales order
#33585

Delivery 200 Days ARO

No bid

Alternate specification
(Attach separate sheet)

Additional notes
(Attach separate sheet)

3 Delivery Charge

(Response required)

Quantity: 1 UOM: EA Price: \$ 0 Total: \$ 0

Supplier Notes: Delivery Included in Both Sales Orders
#33555 and 33585

No bid

Alternate specification
(Attach separate sheet)

Additional notes
(Attach separate sheet)

Supplier Information

Company Name: Cabot Coach Builders Inc

Contact Name: Cabot Smith

Address: 99 Newark St
Haverhill MA 01832

Phone: 978-374-4530

Fax: 978-521-5425

Email: csmith@cabotcoach.com

Supplier Notes

We are submitting 2 quotes/sales orders for the Maybach style Mini Coach

① Quote/Sales order # 33555 is a 2024 Sprinter Mini Coach 11 pass per spec
except for the power sliding door at a price of \$188,000. 00 100 Day ARO for delivery

② Quote/Sales order # 33585 is a 2025 Sprinter Mini Coach 11 pass per spec
including the OEM power sliding door at a price of \$195,500. 00
200 Days ARO for delivery

Both quotes include delivery to Laredo Texas

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

Cabot Smith

Print Name



Signature

CITY OF LAREDO
PURCHASING DIVISION

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.

Cabot Coach Builders Inc 99 Newark St Haverhill MA

2 Name of governmental entity or state agency that is a party to the contract for 0182 which the form is being filed.

City of Laredo

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 goods or services to be provided under the contract.

042907444

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary
<u>Cabot Smith</u>	<u>Haverhill MA</u>	<input checked="" type="checkbox"/>	
<u>Macgregor Smith</u>	<u>Haverhill MA</u>	<input checked="" type="checkbox"/>	

5 Check only if there is NO Interested Party.

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day
of _____, 20 _____, to certify which, witness my hand and seal or office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

ADD ADDITIONAL PAGES AS NECESSARY

CITY OF LAREDO
PURCHASING DIVISION

AFFIDAVIT

Project:

Form of Non-Collusive Affidavit

AFFIDAVIT

STATE OF TEXAS {}
COUNTY OF WEBB {}

Being first duly sworn, deposes and says:

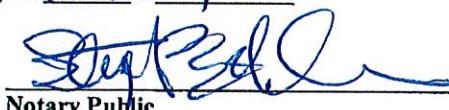
That he/she is Cabot Coach Builders Inc
(a Partner or officer of the firm of, etc.)

The party making the foregoing SOQ or bid, that such SOQ 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 SOQ or bid are true.



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 7th day of Nov 20 24.



Notary Public

My commission expires:



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.

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

Cabot Coach Builders Inc

OFFICE USE ONLY

Date Received

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.

N/A

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).

Signature of vendor doing business with the governmental entity

10.29.24

Date